

**Hitchcock ISD  
The Board of Trustees  
Minutes of Regular Meeting  
July 22, 2014**

---

A Regular Meeting and Budget Workshop of the Board of Trustees of Hitchcock ISD was held Tuesday, July 22, 2014, 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 6:30 PM

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

Trustees Ted Robinson and Tony Combs were absent.

HISD employees present at meeting were Carla Vickroy, Interim Superintendent; Jennifer Donovan, Business Manager; Larry Allen, CMS Principal; Donette Line, Stewart Elementary Principal; Patrick Faour, Hitchcock Primary Principal; Ethel Gaines, KFHS Director; Chris Armacost, Technology Director; Craig Smith, Athletic Director; and Evangelina Guerra, Director of Student Support Services;

**II. Pledge of Allegiance**

- A. United States Flag – Tom Ivey led the members of the Boar of Trustees and patrons in the Pledge of Allegiance to the U.S. flag.
- B. Texas Flag – Shirley Price led the members of the Board of Trustees and patrons in the Pledge to the Texas flag.

**III. Budget Workshop**

- A. Preliminary Budget #2 - A handout was provided by Ms. Donovan and Preliminary Budget #2 was discussed.
- B. Payroll - A handout was provided by Ms. Donovan and the payroll portion of the budget was discussed.
- C. Approved Stipends - A handout was provided by Ms. Donovan and the coaching stipends were discussed.
- D. Delinquent Tax Attorney – Mr. Ciavaglia discussed our delinquent taxes and collection rates on said taxes.

- E. Insurance Bid Comparison 2014-2015 - A handout was provided by Ms. Donovan and insurance for next school year was discussed.
- IV. Recognitions – The Above and Beyond Citizenship Award for July 2014 was presented to Dr. Rick Seume by Monica Cantrell.
- V. Public Participation – Denise Charlston spoke regarding previous Superintendent, Dr. Barbara Derrick.

Discussion/Possible Action Item “D” was moved to this section of the Agenda.

Money Smart Education Program for Young Adults – A motion was made by Tom Ivey and seconded by Shirley Price to make available the Money Smart Education Program for Young Adults to Hitchcock ISD students. Motion carried with all in favor.

- VI. 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 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
  - F. JJAEP MOU
  - G. Transforming Lives MOU
  - H. College of the Mainland Dual Credit Partnership Agreement
    - I. Adjunct Faculty Agreement and Resolution
- VII. Reports/Information from the Superintendent for June 2014
  - A. Kids First Head Start Board Liaison Report – A verbal update was given by Edward Wilson
  - B. Grant Report
  - C. Maintenance Report
  - D. Technology Report
  - E. ADA Report
  - F. Staff Attendance Report
  - G. Self Evaluation of Campus Improvement Plan
  - H. STAAR Report
    - I. FIRST Report
    - J. Teacher Pay Scale

## VIII. Action

- A. Set Date of Public Hearing on Budget and Proposed Tax Rate and to Vote on the Proposed Tax Rate – A motion was made by Tom Ivey and seconded by Shirley Price to set the date of the Public Hearing on Budget and Proposed Tax Rate and to vote on the Proposed Tax Rate as August 19, 2014, at 6:30 PM as part of the regularly scheduled Board meeting. Motion carried with all in favor.
- B. Tax Collection Services Agreement – A motion was made by Tom Ivey and seconded by Chad Allen to approve the Tax Collection Services Agreement as presented by the administration. Motion carried with all in favor.
- C. Insurance Bid for 2014-2015 - A motion was made by Tom Ivey and seconded by Shirley Price to award the Professional Legal Liability, General Liability, Commercial Crime, and Auto Insurance to TAPS; the Property Casualty Insurance to Lloyds of London, and the Boiler and Machinery to Hartford as presented and as recommended by the administration. Motion carried with all in favor.
- D. Reset Board Training Date – Postponed until August board meeting. Ms. Leuschen to check with Mr. Dubner and see if he is available on a Saturday in September.

## IX. Discussion/Possible Action

- A. Pel Industries, Inc. - A motion was made by Tom Ivey and seconded by Chad Allen to move forward with the negotiation of the licensing agreement between Pel Industries, Inc. and Hitchcock ISD. Motion carried with all in favor.
  - B. Optional Flexible School Day Program - A motion was made by Tom Ivey and seconded by Shirley Price to approve the Optional Flexible School Day Program as presented and as recommended by the administration. Motion carried with all in favor.
  - C. Possible Endorsement of TASB Board Candidate – A motion was made by Tom Ivey and seconded by Shirley Price to endorse Melba Anderson, Texas City ISD Board of Trustee as a candidate for the TASB Board of Directors Region 4 position. Motion carried with all in favor.
  - D. Money Smart Education Program for Young Adults – moved to beginning of meeting directly behind Public Participation.
- X. Closed Session – Monica Cantrell, Board President, called the members of the Board of Trustees into Closed session at 8:29 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
    3. Discuss the employment of a Hitchcock High School Principal

XI. Reconvene from Closed Session for action, if any, from Closed Session – Trustees reconvened from Closed Session at 10:25 PM.

A motion was made by Tom Ivey and seconded by Chad Allen to employ Kellie Edmundson under a Probation One Year Contract – Administrator 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 Michael Brandenburg under a Probationary 1 year contract – teacher as presented and as discussed in executive session. Motion carried with all in favor.

A motion was made by Tom Ivey and seconded by Chad Allen to employ Jamie Richardson under a Probationary 1 year contract – teacher as presented and as discussed in executive session. Motion carried with all in favor.

A motion was made by Tom Ivey and seconded by Shirley Price to employ Carol Caldwell under a Probationary 1 year contract – teacher as presented and as discussed in executive session. Motion carried with all in favor.

A motion was made by Tom Ivey and seconded by Shirley Price to employ Gladys Esiaba under a Probationary 1 year contract – teacher as presented and as discussed in executive session. Motion carried with all in favor.

A motion was made by Tom Ivey and seconded by Chad Allen to employ Laura Andrews under a Probationary 1 year contract – teacher as presented and as discussed in executive session. Motion carried with all in favor.

A motion was made by Tom Ivey and seconded by Shirley Price to employ Michelle Coble under a Probationary 1 year contract – teacher as presented and as discussed in executive session. Motion carried with all in favor.

XII. Suggested Future Agenda Items

XIII. Announcement(S) – Hitchcock Good Ole Days is August 8 and 9. The Hooks Fishing Tournament is on July 26, 2014.

XIV. Adjourn – A motion was made by Shirley Price and seconded by Tom Ivey to adjourn the meeting. Motion carried with all in favor. The meeting was adjourned at 10:31 PM.

Linda Leuschen  
Recording Secretary

---

Monica Cantrell  
HISD Board President

---

Tom Ivey  
HISD Board Secretary