

# Hitchcock ISD

## The Board of Trustees

### Minutes of Regular Meeting and Budget Workshop

---

A Regular Meeting and Budget Workshop of the Board of Trustees of Hitchcock ISD was held Tuesday, May 20, 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 Dianne James called the meeting to order at 6:30 PM.

Trustees present at the meeting were Dianne James, President; Monica Cantrell, Vice President; Tom Ivey, Secretary; Ted Robinson, Member; Shirley Price, Member; Edward Wilson, Member; and Tony Combs, Member. There were no trustees absent or late.

HISD employees present at meeting were Dr. Barbara Derrick, Superintendent; Carla Vickroy, Assistant Superintendent of Curriculum & Instruction; Jennifer Donovan, Business Manager; Larry Allen, CMS Principal; Donette Line, SES Principal; Patrick Faour, HPS Principal; Ethel Gaines, KFHS Director; Bryan Tacquard, Maintenance Director; HISD Attorney Stephen Dubner, and Dr. Delaney, TEA. Chris Armacost, Technology Director arrived at 9:45 PM.

#### II. Pledge of Allegiance

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

#### III. Recognitions

- A. Above and Beyond Citizenship Award - April 2014. Mr. Wilson presented the April 2014 ABC Award to Mr. Andrew Hubbell, HHS Teacher.
- B. Above and Beyond Citizenship Award - May 2014. Dianne James presented the May 2014 ABC Award to Mr. Jack Click, Associated Credit Union of Texas.

#### IV. Governance

##### A. Trustee Election

1. Canvassing of the ballots for the May 10, 2014, School Board Election for SMD 5 - Monica Cantrell read the Canvassing of Ballots provided by Galveston County.
2. Declaration of the winner for SMD 3 and SMD 5 - A motion was made by Monica Cantrell and seconded by Tom Ivey to declare Edward Wilson, SMD 3 unopposed

candidate as the winner of the May 10, 2014, election. Motion carried with all in favor.

A motion was made by Monica Cantrell and seconded by Tom Ivey to declare Chad Allen, SMD 5 candidate as the winner of the May 10, 2014 SMD 5 Election. Motion carried with all in favor.

3. Statement of Elected Officers for SMD 3 and SMD 5 - Ms. Leuschen, notary public, administered the Statement of Elected Officers to Chad Allen, SMD 5, and Edward Wilson, SMD 3.

#### B. Swearing in Newly Elected Trustees

1. Administer the Oath of Office for SMD 3 and SMD 5 - Ms. Leuschen, notary public, administered the Oath of Office to Edward Wilson, SMD 3, and Chad Allen, SMD 5.
2. Presentation of Certificate of Election for SMD 3 and SMD 5 - Ms. Leuschen presented the Certificate of Election to Edward Wilson, SMD 3, and Chad Allen, SMD 5.
3. New Board Trustees are seated with the Board of Trustees - Chad Allen took his seat as a new member of the Board of Trustees.

#### C. Presentation of Plaque to outgoing Board Trustee - Monica Cantrell presented Dianne James with a plaque as an outgoing Board of Trustee.

#### D. Reorganization of the Board of Trustees

Tom Ivey made a motion to nominate Monica Cantrell for President and it was seconded by Tony Combs. Shirley Price made a motion to nominate Ted Robinson for President and it was seconded by Mr. Wilson. Ms. Cantrell accepted her nomination and Mr. Robinson declined his nomination for President. A vote was taken on Tom Ivey's motion to nominate Ms. Cantrell for President. Motion carried with all in favor.

Tom Ivey made a motion to nominate Ted Robinson as Vice President and it was seconded by Shirley Price. Nomination was accepted by Mr. Robinson. Motion carried with all in favor.

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

- V. Public Participation – Renelle Lopez spoke regarding the student handbook and what it states about students being able to at graduation even if standardized testing is not passed. Mr. Jenkins spoke regarding the use of Hitchcock ISD facilities. Chloe Lopez, student, spoke regarding the “closed shoe” policy for graduating seniors. Mr. Thomas Gunderman spoke regarding scholarships and the lack of communication from counselors, particularly at the High School. Ms. Hazel Gunderman spoke on student safety at High School and that a student was allowed to leave the campus and walk down FM 2004. Ms. Hazel Gunderman also spoke on how hard it is to get help for “children at risk”. Wesley and Traci Vineyard spoke on student safety and staff bullying at Crosby Middle School.

## VI. Budget Workshop

- A. 6300's Handout and Discussion – A handout was provided by Ms. Donovan and the 6300 accounts were discussed.
- B. 6400's Handout and Discussion – A handout was provided by Ms. Donovan and the 6400 accounts were discussed.
- C. Coaching Stipends – Dr. Derrick pulled this item for additional discussion in closed session.

## VII. 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 and to pull Item H. Motion carried with all in favor.

### A. Minutes

- 1. Special Called Meeting of April 15, 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. Changes to EIF (LOCAL)

### G. TEKS Resource System (CSCOPE) Agreement

### H. School Times for the 2014-2015 School Year – This item was pulled for discussion.

Item H – Postponed until end of meeting. When the Board adjourns into closed session, Ms. Leuschen will go to Central Office and print the new proposed school times that did not print in the Board book.

## VIII. Reports/Information from the Superintendent for April 2014

### 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. Board Briefs
- N. Staff Attendance Report
- O. Board Room Building Condition Report – Bryan Tacquard and Mike Perry did a presentation regarding the physical condition of the Board Room.
- P. Bond Report – Mr. Bob Henderson gave a report on the status of HISD bonds.
- Q. Summer School Report
- R. Education Foundation Update - Dr. Derrick gave an Education Foundation update
- S. Business Office Cross Training Report – Jennifer Donovan gave a handout on the progress of Business Office training.
- T. Leadership Circle Award – Dr. Derrick announced that HISD received the Platinum Circle Award. Monica Cantrell presented the certificate to Jennifer Donovan and Kay Painter, Business Office personnel present at the Board meeting.

#### IX. Action

- A. Approve Santa Fe ISD Career & Technical Education MOU – A motion was made by Tom Ivey and seconded by Shirley Price to approve all three Career and Technical Education MOU's (Action Items A, B, and C) as presented and as recommended by the administration. Motion carried with all in favor.
- B. Approve Texas City ISD Career & Technical Education MOU
- C. Approve La Marque ISD Career & Technical Education MOU
- D. Approve Extra Duty Pay Rates for 2014-2015 – A motion was made by Tom Ivey and seconded by Edward Wilson to approve the Extra Duty Pay Rates for 2014-2015 as presented and as recommended by the administration. Motion carried with all in favor.
- E. Set Date for TEAM of 8 Training – A motion was made by Tom Ivey and seconded by Shirley Price to set July 22, 2014, at 6:30 PM, as the date of TEAM of 8 Training with Stephen Dubner, HISD Attorney. Motion carried with all in favor. The June 17, 2014, Board meeting will be at 6:30 with a budget workshop and a BOT/Principals/Directors workshop to discuss goals for the 2014-2015 school year.
- F. Consider Appointment of HISD Board Liaison to the Kids First Head Start Program – A motion was made by Tom Ivey and seconded by Shirley Price for Mr. Wilson to replace Dianne James as the KFHS Board Liaison. Motion carried with all in favor.
- G. Consider approval of the Restored Funding and the COLA fund for KFHS – A motion was made by Tom Ivey and seconded by Edward Wilson to approve the Restored Funding and COLA funding for Kids First Head Start. Motion carried with all in favor.

#### X. Discussion and Possible Action:

- A. Discuss and Possibly take Action on Board Policy FMH (Local) – A motion was made by Tom Ivey and seconded by Chad Allen to change FMH (Local) to reflect the student handbook for 2013-2014 so that students that do not pass state mandated tests or end of course exams are allowed to walk at graduation. Shirley Price, Tom Ivey, Monica Cantrell, Chad Allen and Edward Wilson are in favor. Ted Robinson is opposed. Tony Combs abstained.

While discussing graduation, the BOT agreed that Ms. Cantrell will hand Harley Crites,

Valedictorian, his diploma at graduation.

Before adjourning to closed session, Monica Cantrell introduced Ms. Mancini, Hitchcock Primary Assistant Principal candidate.

XI. Closed Session – Monica Cantrell, Board President, called the members of the Board of Trustees into Closed Session at 9:13 PM for the purposes permitted as authorized by the Texas Open Meetings Act, Texas Government Code Section:

A. Section 551.071

1. Consultation with School District's attorney on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act specifically including the legal issues related to the contract, duties, re-assignment, and discipline of superintendent, assistant superintendent, business manager, principals, counselors, assistant principals, and at-will employees.

B. 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

XII. Reconvene from Closed Session for action, if any, from Closed Session – The members of the Board of Trustees reconvened from Closed Session at 11:05 PM. Shirley Price left the meeting at this time.

Coaching Stipends postponed until June meeting.

Consent Item H - A motion was made by Tom Ivey and seconded by Edward Wilson to approve the school times for the 2014-2015 school year as presented as recommended by the administration. Motion carried with all in favor.

A motion was made by Tom Ivey and seconded by Ted Robinson to employ Angela Mancini on a probationary one-year contract – administrator for the 2014-2015 school year 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 William Berthold on a probationary one-year contract – teacher for the 2014-2015 school year as presented 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 employ Susan Hooks on a non-certified professional contract for the 2014-2015 school year 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 Evangelina Guerra as Director of Special Populations/Grant Writer under a one-year term contract - administrator for the 2014-2015 school year. Motion carried with all in favor.

XIII. Suggested Future Agenda Items

- A. Review Policy of letting students leave campus
- B. Building Usage Policy
- C. Emergency Action Plan to be reviewed by Board of Trustees and Principals/Directors at a future meeting
- D. Facilities Committee to meet and bring recommendations to BOT
- E. Time for Board to meet with Principals and Directors

XIV. Announcement(S)

- A. There are a lot of events coming up, please keep checking your emails and weekly calendar.
- B. This Thursday will be the Hitchcock Chamber Business of the Month celebration at the new Bulldog Bistro.
- C. The Hitchcock Chamber Ice Cream Social to show appreciation to Hitchcock ISD employees will be held this Friday in the Harry Robinson Building at Good Ole Days.
- D. KFHS Graduation is on May 30, 2014.
- E. HHS Graduation will be June 6, 2014

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 11:11 PM.

Linda Leuschen  
Recording Secretary

---

Monica Cantrell  
HISD Board President

---

Tom Ivey  
HISD Board Secretary