

Hitchcock Independent School District

Regular Meeting

May 15, 2012

The Hitchcock Independent School District Board of Trustees met at a Regular meeting on Tuesday, May 15, 2012, held at the Hitchcock ISD Boardroom/Conference Facility located at 8004 North Railroad, Hitchcock, Texas. President Dianne James called the meeting to order at 7:02 PM.

Present Dianne James, President; Monica Cantrell, Vice President; Estelle Holmes, Secretary; Shirley Price, Member; Tom Ivey, Member and Ted Robinson, Member

Absent Pat Turner, Member

Others Lee Knapp, Interim Superintendent; Nina Conway, Business Manager; Carla Massa, Hitchcock Primary School Principal; Donette Line, Stewart Elementary School Principal; Larry Allen, Hitchcock High School Principal; Patrick Faour, Hitchcock High School Assistant Principal; Chris Armacost, Technology Director; Evangelina Guerra, Director of Curriculum & Instruction

Call to Order Dianne James, President, called the meeting to order at 7:02 PM; announced the presence of a quorum and stated that the meeting had been duly called and the notice had been posted in the manner prescribed by law.

Pledge of Allegiance Monica Cantrell led the members of the Board of Trustees and patrons in the Pledge of Allegiance to the U. S. flag and Tom Ivey led the members of the Board of Trustees and patrons in the Pledge to the Texas flag.

Governance

Trustee Election
SMD 4, 6 and 7 A motion was made by Estelle Holmes and seconded by Shirley Price to formally declare Ted Robinson, Single Member District 4, Monica Cantrell, Single Member District 6 and Tom Ivey, Single Member District 7 the winners of the May 12, 2012, school board election as announced at the March 20, 2012 board meeting.

Motion carried with all in favor.

Statement of Elected Officers

Linda Leuschen, Notary Public, administered the Statement of Elected Officers to Ted Robinson, Single Member District 4, Monica Cantrell, Single Member District 6 and Tom Ivey, Single Member District 7.

Oath of Office

Linda Leuschen, Notary Public, administered the Oath of Office to Ted Robinson, Single Member District 4, Monica Cantrell, Single Member District 6 and Tom Ivey, Single Member District 7

Presentation of Certificate of Election

Linda Leuschen, Notary Public, presented the Certificate of Election to Ted Robinson, Single Member District 4, Monica Cantrell, Single Member District 6 and Tom Ivey, Single Member District 7.

Reorganization of the Board of Trustees

A motion was made by Estelle Holmes and seconded by Shirley Price to re-elect the current officers: Dianne James, President; Monica Cantrell, Vice President; and Estelle Holmes, Secretary.

Motion carried with all in favor.

Recognitions

The ABC Award for May 2012 was postponed until June 2012.

Public Participation

None

Discussion/Possible Action

Consider vendor for cheerleader uniforms in 2012-2013 and a long-standing cheer-leading policy

It was discussed and decided to use Varsity for cheer uniforms.

A motion was made by Estelle Holmes and seconded by Monica Cantrell for Dianne James to meet with cheer sponsor, parents and cheerleaders to revise the current cheerleading policy.

012-031
Consent Agenda

A motion was made by Estelle Holmes and seconded by Tom Ivey to approve the Consent Agenda as presented and as recommended by the administration and to pull item B: Monthly Check Register and Investment Report for month ending April 30, 2012; item E: Request for Proposals: 2012-2013 Athletic Equipment, Apparel and Supplies and item F: Approve out-of-state travel to Biloxi, MS for Denise Charlston for further discussion.

1. Minutes: Special Called meeting of April 9, 2012
Special Called meeting of April 10, 2012
Special Called meeting of April 14, 2012
Regular meeting of April 17, 2012
Special Called meeting of May 1, 2012
2. Monthly Kids First Head Start (KFHS) Financial Report and Monthly Check Register for month ending April 30, 2012.
3. Region XI – Discovery Education Streaming Contract 2012-2013.

Motion carried with all in favor.

Consent Agenda, Item B
011-031
Monthly Check Register and Investment
Report for month ending April 30, 2012

A motion was made by Estelle Holmes and seconded by Tom Ivey to approve the Check Register and Investment Report for month ending April 30, 2012, as presented and as recommended by the administration.

Motion carried with all in favor.

Consent Agenda, Item E
Request for Proposals: 2012-2013
Athletic Equipment, Apparel and
Supplies

A motion was made by Estelle Holmes and seconded by Shirley Price to approve the Request for Proposals: 2012-2013 Athletic Equipment, Apparel and Supplies as presented and as recommended by the administration.

Motion carried with all in favor.

Consent Agenda, Item F
Approve out-of-state travel to
Biloxi, MS for Denise Charlston

A motion was made by Estelle Holmes and seconded by Shirley Price to approve the out-of-state travel to Biloxi, MS for Denise Charlston as presented and as recommended by the administration.

Motion carried with all in favor.

Reports/ Information from the Superintendent

The following reports were presented:

1. Kids First Head Start Board Liaison verbal report.
2. Superintendent's Monthly Goals Report
3. Grant Report – April 2012
4. School Health Services Report – April 2012
5. Counselors' Report – April 2012
6. Boy's & Girl's Athletics Monthly Report – April 2012
7. Maintenance Monthly Report – April 2012
8. Durham School Services – April 2012
9. Chartwells Report – April 2012
10. Special Education Report – April 2012

Action
012-032
IMA and TEKS Certification

A motion was made by Estelle Holmes and seconded by Shirley Price to accept the IMA and TEKS Certification

Motion passed with all in favor.

012-033

Pay Scales, Coaching Stipends and
Extra-Duty Pay for 2012-2013

A motion was made by Estelle Holmes and seconded by Monica Cantrell to approve the pay scales, coaching stipends and extra-duty pay for 2012-2013 school year.

Motion carried with all in favor.

012-034

Consider approval of Service
Agreement with National Benefit
Services, LLC

A motion was made by Estelle Holmes and seconded by Tom Ivey to approve the Service Agreement with National Benefit Services, LLC.

Motion carried with all in favor.

Discussion/Possible Action

012-035

Consider moving the Regular Board of
Trustee meeting scheduled for July 17,
2012 to July 10, 2012

A motion was made by Estelle Holmes and seconded by Shirley Price to approve moving the Regular Board of Trustee meeting scheduled for July 17 to July 10, 2012.

Motion carried with all in favor.

012-037

Consider having a Special called Board
Of Trustee meeting on June 11 or
June 12, 2012

Ms. James stated it is not longer necessary to have a special called meeting on June 11 or June 12, 2012.

Closed Session

Dianne James, President, called the members of the Board of Trustees into Closed Session at 7:55 PM for the purposes permitted as authorized by the Texas Open Meetings Act, Texas Government Code:

551.074 Personnel

- Discuss the employment and contract of the Superintendent
- Discuss the appointment, employment and duties of Assistant Superintendent of Curriculum & Instruction
- Discuss assignments, re-assignments and duties of at-will and professional employees

Reconvene from Closed Session

The members of the Board of Trustees reconvened from Closed Session at 9:28 PM for action, if any, from Closed Session.

Motion 1 A motion was made by Estelle Holmes and seconded by Tom Ivey to employ Sam Zimmerle under a Probationary One-Year contract – Teacher for the 2012-2013 school year as presented and as discussed in executive session.

Motion carried with all in favor.

Motion 2 A motion was made by Estelle Holmes and seconded by Ted Robinson to employ Holly Mueck under a Probationary One-Year contract – Teacher for the 2012-2013 school year as presented and as discussed in executive session.

Motion carried with all in favor.

Motion 3 A motion was made by Estelle Holmes and seconded by Tom Ivey to appoint Carla Massa as Assistant Superintendent of Curriculum and Instruction as presented and as discussed in executive session.

Motion carried with all in favor.

Future Agenda Items

Dress Code

Announcements

1. Ms. James asked everyone to check the website calendar for upcoming events.
2. Ms. Holmes announced there is a Youth basket tournament this Saturday from 8:00 – 2:00.

3. July 28 is date agreed on for TEAM of 8 training.
4. Ms. Cantrell stated Chamber of Commerce Ice Cream Appreciation was a success.

Adjournment

A motion was made by Tom Ivey and seconded by Ted Robinson to adjourn the meeting. The motion carried with all in favor. The meeting was adjourned at 9:32 PM.

Respectfully submitted,

Linda Leuschen
Recording Secretary

Dianne James, President

Estelle Holmes, Secretary