

Hitchcock Independent School District

Regular Meeting Tuesday, July 17, 2007

The Hitchcock Independent School District Board of Trustees met at a Special Called Meeting/Board Training Session on Tuesday, July 17, 2007, at the Boardroom/Conference Facility located at 8004 North Railroad, Hitchcock, Texas. President Monica Cantrell called the meeting to order at 7:08 PM.

Present Monica Cantrell, President; Tom Ivey, Vice President; Estelle Holmes, Secretary; Pat Turner, Member; Mark Morgan, Member; Ted Robinson, Jr., Member; Shirley Price, Member

Others Mike Bergman, Superintendent; Nina Conway, Business Official; Gerald Hughes, Technology Director

Call to Order Monica Cantrell, President, called the meeting to order at 7:08 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

President Cantrell led the members of the Board of Trustees and patrons in the Pledge of Allegiance to the United States flag and the Texas flag.

Public Participation

Brenda Taylor read a letter written by Jane Ankney regarding her July paycheck.

007-052

Consent Agenda

A motion was made by Mark Morgan and seconded by Estelle Holmes to approve the Consent Agenda as presented below and as recommended by the administration:

1. Minutes:
 - a. Special Called/Board Training Workshop of June 7, 2007
 - b. Regular meeting of June 19, 2007
2. Monthly Financial and Investment Report for month ending June 30, 2007
3. Monthly Tax Collection Report for month ending June 30, 2007
4. Contract between UTMB and Hitchcock ISD for medical services for the 2007-2008 school year

Motion carried with all in favor.

Reports

Kids First Head Start Financial Report and Monthly Report

The Kids First Head Start Financial Report and Monthly Report for month ending June 30, 2007, was presented for the Board's review and information.

Greater Gulf Coast Cooperative/ SHARS Financial Report and Monthly Check Register

The Greater Gulf Coast Cooperative/SHARS Financial Report and Monthly Check Register for month ending June 30, 2007, was presented for the Board's review and information.

Achieve Texas College and Career Redesign Grant

The Achieve Texas College and Career Redesign Grant was presented to the Board for their review and information. The Achieve Texas College and Career Initiative is designed to improve instruction and academic and career and technical performance in Texas secondary and postsecondary schools.

At-Risk Evaluation (State Compensatory Education)

The At-Risk Evaluation was presented to the Board for their review and information. [See attached].

Technology Report

Mr. Hughes presented the Technology Status Report. [See attached]

Ms. Turner requested that Mr. Hughes check on the status of the red bus that used to go into the neighborhoods and provide computer use for community members.

Update on Contract Agreement with the City of Hitchcock

The City of Hitchcock Police Department contracts with Hitchcock ISD for their police services. The City is requesting that the district budget money to pay for 2 years of vehicle cost this year to enable

the police department to purchase a vehicle for our use. The district would not pay any vehicle cost in 08-09.

Mr. Morgan stated that he did not think that was a good idea and that the district should cut the lease cars out of the contract and to buy our own cars through H-GAC to use for district business.

Dr. Bergman will look into the purchase of a Tahoe or Suburban.

Architect Report—Joiner Partners

Carl Joiner of Joiner Partners presented a rendering of an elementary school in Orchard on the property we are trying to purchase from Friendswood Development at the corner of FM 1765 and Delaney Road.

Summer School 2007

Presented a report prepared by Mr. Kotrla stating that a number of students attended summer school and completed course work using computer driven instruction.

Demographer Update

Dr. Bergman presented information regarding the demographic study done in 2005 by Magellan. The information will be updated and presented to the Board in August.

Business Manager Report on CE(LEGAL)

The payroll department mailed out a form giving employees the opportunity to receive their 2007-2008 pay checks over 13 months or to leave it at 12 months. Board Policy CE(LEGAL) indicated pay cannot be advanced to employees unless it has already been earned. TASB legal has confirmed this and has indicated we are doing the procedure correctly. The problem lies with the school year being pushed back to late August and there is not a need to work much in July.

Employee Handbook 2007-2008

The Employee Handbook 2007-2008 was presented to the Board for their review and information.

Ms. Turner requested that the administration look into requiring all employees to have a TB test before employment.

Student Handbook
2007-2008

The 2007-2008 Student Handbook was presented to the Board for their review and information.

Ms. Turner requested the administration the train all secretaries on how to dispense medication to students.

Emergency Checklist
2007-2008

The 2007-2008 Emergency Checklist was presented to the Board for their review and information.

The office of the Director of Student Support Services will update the Emergency Operation Procedures and send the updates to the campuses.

Discussion with
Possible Action

007-053
Pay for Volunteer Bus Drivers
In case of an evacuation

A motion was made by Mark Morgan and seconded by Shirley Price to appropriate \$300 for each bus driver who is used in the event of an evacuation. This money will be paid in advance and HISD will be submitted for reimbursement to Galveston County Office of Emergency Management who will invoice FEMA.

Motion carried with all in favor.

007-054
Professional Janitorial Services
One-year Contract Extension for
2007-2008

A motion was made by Estelle Holmes and seconded by Ted Robinson, Jr. to approve a one-year extension contract with Professional Janitorial Services for janitorial services for the school year 2007-2008 at the monthly fee of \$28,610, and to authorize the Superintendent to execute said contract.

Motion carried with all in favor.

007-055
Transportation Services Contract
One-Year Extension for

2007-2008

A motion was made by Estelle Holmes and seconded by Mark Morgan to approve a one-year contract extension with Durham School Services for the period August 1, 2007 through July 31, 2008 with a 1.5% increase in the District's transportation rates based upon the Houston-Galveston-Brazoria Consumer Price Index for February 2007.

Motion carried with all in favor.

007-056

Student Code of Conduct

2007-2008

A motion was made by Estelle Holmes and seconded by Mark Morgan to adopt the Hitchcock ISD Student Code of Conduct for 2007-2008, as presented and as recommended by the administration.

Motion carried with all in favor.

007-057

State Compensatory Education

Policies and Procedures

2007-2008

A motion was made by Estelle Holmes and seconded by Ted Robinson, Jr. to approve the 2007-2008 State Compensatory Education Policy and Procedures, as presented and as recommended by the administration.

Motion carried with all in favor.

007-058

Appointment of Trustees to the

External Audit Committee for

2007

A motion was made by Estelle Holmes and seconded by Ted Robinson, Jr. to appoint Estelle Holmes, Shirley Price, and Mark Morgan and to approve the below listed names to the External Audit Committee for 2007:

Dr. Rick Seume, Hitchcock Business Leader
Ms. Colleen Lane, Hitchcock Business Leader
Mr. Sam Collins, Community Business Leader
Dr. Cindy Kates, Teacher at Hitchcock High School

Motion carried with all in favor.

007-059
Endorsement of TASB
Candidates—TASB State
Board of Trustees

A motion was made by Estelle Holmes and seconded by Mark Morgan to endorse Barbara Gaston, Position A, North Forest ISD to the TASB Board of Trustees.

007-060
Areas of Acute
Teacher Shortage

A motion was made by Estelle Holmes and seconded by Shirley Price to declare Mathematics, Science, Special Education, Languages Other Than English, Bilingual/English as a Second Language (ESL) and Technology Applications as acute shortages areas for retire/rehire purposes, as designated by the Texas Education Agency, for the 2007-2008 school year and also Vocational Auto Mechanics as a local acute shortage area. However, a certified applicant for a position as a classroom teacher in these areas who is not a retiree shall be given preference in hiring. Furthermore, the criteria for identifying "local" acute shortage areas other than those listed above (i.e. those not already approved by TEA) would be the following:

- (1) Documentation showing that the district has exhausted recruiting efforts to hire certified teachers in the "local acute shortage area; or
- (2) Documentation showing all advertisements for a certain position have either produced no qualified certified candidates or no candidates at all in the "local" acute shortage area; or
- (3) Documentation showing that participation in job fairs has been unsuccessful in the "local" acute shortage area.

Motion carried with all in favor.

Discussion

One-way street in front of
Stewart Elementary during
pick-up and delivery of students

Mayor Sander has agreed to place one-way street signs on the streets surrounding (1 block area) Stewart Elementary School during peak pick-up and drop off times. The times posted on the signs will be 7-8 AM and 3 – 4 PM.

Drug Screening Services

Doreen Hughes, President, Mainland Testing Center presented information to the Board regarding her company's drug screening services. Dr. Bergman recommended using the service if the need should arise.

Teacher Pay Plan 2007-2008

A draft of the Teacher Pay Plan 2007-2008 was presented to the Board for their review and information.

The Board requested that the bottom-end of the pay plan be adjusted. Dr. Bergman will work on the plan and bring back to the Board on July 31.

Closed Session

President Monica Cantrell called the members of the Board of Trustees into closed session at 9:42 PM for the purposes permitted as authorized by the Texas Open meeting Act, Texas Government Code Sections:

- 551.074 Personnel
Discuss the employment of new professionals for the 2007-2008 school year
- 551.072 Purchase, exchange, lease, or value of real property

Reconvene from Closed Session

The members of the Board of Trustees reconvened from Closed Session at 10:50 PM. The following action was taken:

New Hires

Motion 1

A motion was made by Estelle Holmes and seconded by Ted Robinson, Jr. to employ the below listed professional personnel under a Probationary One-year Contract—Teacher for the 2007-2008 school year, as presented and as discussed in executive session.

Ember Brandenburg
Koreen Palmer
Thomas Chavez
Jill Hoff
Jessica Quintanilla
Jorge Villa

Motion carried with all in favor.

Motion 2 A motion was made by Estelle Holmes and seconded by Shirley Price to employ the below listed professional personnel under a Probationary One-year Contract—Teacher with certification addendum for the 2007-2008 school year, as presented and as discussed in executive session.

Kirsten Donovan
Amy Dixon Rosenberger
Melody Brown
Joseph Schlankey
Hope Smalley

Motion carried with all in favor.

Motion 3 A motion was made by Estelle Holmes and seconded by Pat Turner to employ Tammy Bradbury under a Probationary One-Year Contract—Librarian with certification addendum for the 2007-2008 school year, as presented and as discussed in executive session.

Motion carried with all in favor.

Motion 4 A motion was made by Estelle Holmes and seconded by Mark Morgan to employ Michael Brandenburg under a Probationary One-year Contract—TAKS Data Coordinator for the 2007-2008 school year, as presented and as discussed in executive session.

Motion carried with all in favor.

Motion 5 A motion was made by Estelle Holmes and seconded by Tom Ivey to employ Seretha Griggs under a Probationary One-year Contract—Teacher with Retire/Rehire Addendum for the 2007-2008 school year, as presented and as discussed in executive session.

Motion carried with all in favor.

Motion 6 A motion was made by Estelle Holmes and seconded by Mark Morgan to employ Lisa Cox under a Probationary One-year Contract—Educational Diagnostician for the 2007-2008 school year, as presented and as discussed in executive session.

Motion carried with all in favor.

Motion 7 A motion was made by Estelle Holmes and seconded by Shirley Price to employ Lisa Moody under a Probationary One-year Contract—Special Education Homebound Teacher/Special

Education Instructional Coordinator for the 2007-2008 school year, as presented and as discussed in executive session.

Motion carried with all in favor.

Announcements

1. Good Ole Days Parade, August 9, 2007
2. Order magnetic HISD sign for Board to use in the Good Ole Days parade
3. Order HISD shirts for Board pictures

Future Agenda Items

1. Red computer bus
2. TASB Delegates
3. Architect drawings and proposed contract to purchase land
4. Salary Schedules
5. Participation in NAACP parade in La Marque

Adjournment

A motion was made by Pat Turner and seconded by Shirley Price to adjourn the meeting. Motion carried with all in favor. The meeting was adjourned at 11:00 PM.

Respectfully submitted,

Brenda J. Taylor
Recording Secretary to the
Board

Monica Cantrell, President

Estelle Holmes, Secretary