

Hitchcock Independent School District

Regular Meeting Tuesday, June 19, 2007

The Hitchcock Independent School District Board of Trustees met at a Special Called Meeting/Board Training Session on Tuesday, June 19, 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;

Late Arrival Shirley Price, Member, arrived at 7:12 PM

Absent Mark Morgan, Member; Ted Robinson, Jr., Member

Others Mike Bergman, Superintendent; Nina Conway, Business Official; Barbara Trahan, Stewart Elementary School Principal

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

Estelle Holmes 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

Elizabeth Bilek addressed the Board asking them to reconsider changing the pay dates for professional staff from twice-a-month back to once-a-month.

007-040

Consent Agenda

A motion was made by Estelle Holmes and seconded by Pat Turner to approve the Consent Agenda as presented below and as recommended by the Administration:

1. Minutes:
 - a. Regular meeting of May 15, 2007
 - b. Special Called/Board Workshop of May 22, 2007
2. Monthly Financial and Investment Report for month ending May 31, 2007

3. Monthly Tax Collection Report for month ending May 31, 2007
4. 2007-2008 PDAS Calendar

Ms. Turner and Ms. Holmes would like to bring the collection of taxes back to Hitchcock ISD. Asked that the item be placed on a future agenda.

Motion carried with all in favor.

Discussion

Collection of Delinquent Property Taxes

Mark Ciavaglia, Linebarger, address the Board on engaging in more aggressive techniques. The Board asked Mr. Ciavaglia to do a historical review of Tax Collections for Hitchcock ISD and to present at a future board meeting.

Reports

Kids First Head Start Financial Report and Monthly Report

The Kids First Head Start Financial Report and Monthly Report for month ending May 31, 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 May 31, 2007, was presented for the Board's review and information.

Peer Mediation Presentation

Ms. Rona Smith, Stewart Elementary School Counselor, did a presentation to the Board on the Peer Mediation Program that will be implemented at Stewart Elementary School, Fall 2007. The students will assist peer in resolving disputes.

Loss Prevention Grant

Presented a letter from TASB Risk Management congratulating Hitchcock ISD on being awarded a 2007 Loss Prevention Grant.

Pre-K Expansion Grant,
Cycle 12

The Pre-K Expansion Grant, Cycle 12, was presented to the Board for their review and information. [See attached.]

2007 English as a Second
Language (ESL) Annual Evaluation

The 2007 ESL Annual Evaluation was presented to the Board for their review and information. [See attached.]

TELPAS results

The preliminary TELPAS results were presented to the Board for their review and information. [See attached.]

Textbook Adoptions

At the February 20, 2007, board meeting, the textbooks adoptions were approved; but, based on availability, some adjustments were needed. The revised textbook adoption list was presented to the Board for their review and information. [See attached.]

Sunrise Creek Edition
Zoning

The Galveston Central Appraisal District has determined what lots in the Sunrise Creek subdivision will be divided between Hitchcock ISD and Santa Fe ISD. A map of the division between HISD and SFISD was presented to the Board for their information.

The Board requested that legal counsel be contacted about naming both ISD's on Sunrise Creek Subdivision billboards/signs or not to list any ISD on the signs.

Leadership TASB,
Class of 2008

Information on the upcoming Leadership TASB, Class of 2008 was presented to the Board for their review and consideration. An application was attached for any Board member who would like to submit their application for the Class of 2008. If the Board member is selected to attend the Class of 2008, Board approval for expenses would have to be approved.

Action

007-041
Adoption of District Goals

A motion was made by Estelle Holmes and seconded by Tom Ivey to adopt the set of goals, which were drafted in the workshop conducted on June 7.

1. Student attendance at each campus will be 96% for the 2007-2008 school.
2. Academic Advancement—All campuses will be Recognized by August 1, 2009.
 - a. Stewart Elementary School will maintain its 2007 Recognized Status
 - b. Crosby Middle School will become Recognized by August 1, 2009
 - c. Hitchcock High School will become Recognized by August 1, 2009
3. Communication
 - a. Organize Key Communicators Committee
 - b. Monthly superintendent's newsletters
 - c. District newsletter published each semester for residents in all zip codes within the Hitchcock ISD boundary with the first newsletter published in October 2007.
 - d. Paid news advertisements
 - e. District brochure

Motion carried with all in favor.

007-042

Rescind action of 02/20/07

for all professional employees to receive their paycheck twice-a-month

A motion was made by Estelle Holmes and seconded by Tom Ivey to rescind the previous action of February 20, and that professional employees continue to receive their paycheck once per month, which is the policy currently in effect.

Motion carried with all in favor.

007-043

Use of Demographic Study by Magellan

A motion was made by Shirley Price and seconded by Estelle Holmes to authorize the Superintendent to contact Magellan to

update the demographic study that was originally presented to the Board, November 2006, for bond election planning.

Motion carried with all in favor.

007-044
Hiring RBC Capital Markets as
the Financial Advisor for
Hitchcock ISD

A motion was made by Estelle Holmes and seconded by Shirley Price to give a 60-day termination notice to the district's current financial advisor, Coastal Securities, and at the end of the 60-day notice to hire RBC Capital Markets as the financial advisor for Hitchcock ISD and to authorize the Superintendent to enter into a contracted services agreement with RBC Dain Rauscher, Inc.

Motion carried with all in favor.

007-045
Hiring an Architect for Upcoming
Construction Projects

A motion was made by Estelle Holmes and seconded by Tom Ivey to authorize the Superintendent to enter into a contract agreement with Carl Joiner of Joiner Partnerships from the Woodland to provide architectural services to the district.

Motion carried with all in favor.

007-046
Interlocal Tax Collection
Agreement with Galveston
County

A motion was made by Estelle Holmes and seconded by Tom Ivey to approve the First Amendment to the Interlocal Tax Collection Agreement and to authorize the Superintendent to execute the agreement.

The rate is being reduced to \$.32 per parcel based on 8,332 parcels = \$2,666.24.

Motion carried with all in favor.

007-047

RFP: Errors & Omissions

Insurance 09-01-2007 to 08/31/2008

A motion was made by Estelle Holmes and seconded by Monica Cantrell to approve TASB Risk Management Fund's renewal for Errors & Omissions insurance coverage and General Liability coverage for the 2007-2008 school year. [See attached spreadsheet.]

Motion carried with all in favor.

007-048

RFP: Property/Casualty/

Auto Insurance

09/01/2007 to 08/31/2008

A motion was made by Estelle Holmes and seconded by Shirley Price to approve the quote from Victory Insurance and to approve the Interlocal Agreement with Trident to provide property/casualty, auto, wind and flood for the 2007-2008 school year. [See attached spreadsheet.]

Motion carried with all in favor.

007-049

RFP: Workers Compensation Insurance

09/01/2007 to 08/31/2007

A motion was made by Estelle Holmes and seconded by Shirley Price to approve TASB Risk Management Fund's renewal for Worker Compensation coverage for the 2007-2008 school year. [See attached spreadsheet.]

Motion carried with all in favor.

007-050

Proposed change to

DED (LOCAL): Vacations and

Holidays

A motion was made by Estelle Holmes and seconded by Tom Ivey to approve the change to DED (LOCAL): Vacations and Holiday to allow all employees working 242 days or more be eligible for vacation time. [See attached revised policy.]

Motion carried with all in favor.

007-051

Rescind action of May 15, 2007,
Letter of Engagement with Null-
Lairson PC and to approve the Letter
Of Engagement with Plummer and Plummer
For auditing services for the 2007-2008
School year

A motion was made by Estelle Holmes and seconded by Tom Ivey to rescind the action of May 15, 2007, to approve the Letter of Engagement with Null-Lairson, PC, and to approve the Letter of Engagement with Plummer and Plummer CPAs in the sum of \$25,000 to provide auditing service for Hitchcock ISD for the 2007-2008 school year, with a possible two one-year extensions, and to authorize the Superintendent to sign the Letter of Engagement.

Motion carried with all in favor.

Discussion

Proposed Teacher Pay Plan
for 2007-2008

A draft of the proposed Teacher Pay Plan for 2007-2008 was presented to the board for their review and input.

The Board asked Dr. Bergman to figure out a pay plan that is fair for all, not just the beginning teachers but also for mid-scale teachers. The top half of the plan is OK, just need to re-work the bottom half of the plan.

Bond Election Planning

Dr. Bergman requested that those Board members who have not submitted names, address, contact number, and e-mail address for the Bond Committee, to turn in their list of names to Ms. Taylor.

Proposed contract with
Friendswood Development for
Land for new school

Dr. Bergman has contacted Friendswood Development regarding a contract with the district to grant a tract of land for school construction. The contract would insure a location for us and we could incorporate the cost into the bond. If the bond issue does not pass, the contract would be null and void.

Softball Concession
Stand

The cost of the construction project to build a softball concession stand is \$260,953.00. If it is the intent of the Board to build the concession stand, Dr. Bergman recommended placing the concession stand on the proposition for the bond election.

Increasing parking lot space
In the rear of high school

There has been discussions and comments made concerning the need for increased parking at the high school for special events. Dura Pier has put in a bid for \$186,362. The project can be completed by using Capital Project fund or to include in bond issue.

New bid for window work
And other renovations at
Hughes Gym

The new figures for the Scope of Work for window work and other renovations at Hughes Gym were received. The total cost for the work is 114,764.00.

The Board asked that the Scope of Work be re-done and to go out for Request for Proposals.

Closed Session

President Monica Cantrell called the members of the Board of Trustees into closed session at 9:35 PM for the purposes permitted as authorized by the Texas Open meeting Act, Texas Government Code Sections:

- 551.074 Personnel
 - Offer Probationary One-year Contract—Teacher for new professionals for the 2007-2008 school year
 - Offer Term Contract—Administrator for the 2007-2008 and 2008-2009 school years.
- 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 10:15 PM. The following action was taken:

New Hires
Motion 1

A motion was made by Estelle Holmes and seconded by Shirley Price to employ Rachael Stephenson, Trini Castro, and Charles Hubbard under a Probationary One-year Contract—Teacher for the

2007-2008 school year, as presented and discussed in executive session.

Motion carried with all in favor.

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

Motion carried with all in favor.

Motion 3 A motion was made by Estelle Holmes and seconded by Shirley Price to employ Latishia Goudeau under a Probationary One-year Contract—Counselor with certification addendum for the 2007-2008 school year, as presented and discussed in executive session.

Motion carried with all in favor.

Motion 4 A motion was made by Estelle Holmes and seconded by Shirley Price to employ Pamela (Chris) Cox under a Probationary One-year Contract—Administrator for the 2007-2008 school year, as presented and as discussed in executive session.

Motion carried with all in favor.

Future Agenda Items

1. Delinquent Tax Collection report
2. Report from Susan Gage and Textbook Committee regarding Textbook Adoptions
3. Contact legal counsel regarding the name of the ISD on the signs for Sunrise Creek Development.
4. Technology Report from Gerald Hughes
 - a. Work with technicians
 - b. Needs of the district, classrooms, and students
 - c. Kind of technology available
5. Have a group photo session at the next meeting
6. RFP: Construction
7. One-way street in front of Stewart Elementary School

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 10:33 PM.

Respectfully submitted,

Brenda J. Taylor
Recording Secretary to the
Board

Monica Cantrell, President

Estelle Holmes, Secretary