

**SANTA ANNA INDEPENDENT SCHOOL DISTRICT**

**REGULAR MONTHLY MEETING**

**JULY 19, 2021**

The regular monthly meeting of the Santa Anna I.S.D. Board of Trustees was held Monday, July 19, 2021, at 5:45 P.M. in the Santa Anna I.S.D. Library.

President Janice Fellers called the meeting to order and announced that a quorum was present.

**MEMBERS PRESENT**

Janice Fellers, Mike Pritchard,  
David Herrod, Glen Donham,  
Josh Daniel

**MEMBERS ABSENT**

Denise Montgomery,  
Roger Guerrero, Jr.

**SCHOOL OFFICIALS PRESENT**

Todd White, Katrina Tomlinson,  
Michelle Morgan  
Edward Morales, Kayla Sparks,  
Steffany Fitzpatrick

David Herrod gave the invocation.

**APPROVAL OF MINUTES** The minutes were provided for the board members in their monthly packets. The motion to accept the minutes as they are written was made by Josh Daniel, seconded by Glen Donham. The motion carried 5-0.

**PAYMENT OF THE BILLS AND APPROVAL OF THE FINANCIAL STATEMENTS** Copies of the financial statements and a list of the monthly bills were provided for the board to view. The motion to pay the bills and accept the financial statements was made by Glen Donham, seconded by Mike Pritchard. The motion carried 5-0. (Attachment 1)

**APPROVAL OF THE CYBER SAFETY CURRICULUM TO MEET CIPA MANDATES FOR 21-2022** Copies of the Cyber Safety Curriculum was provided

for the board to view. The motion was made to accept the mandates by Josh Daniel, seconded by Glen Donham. Motion carried 5-0.

**APPROVE USE POLICY AND STUDENT/PARENT LAPTOP MANUAL CHANGES FOR 2021-2022**

Copies of the Use Policy and the Student/Parent Laptop Manual Changes for 2021-2022 were provided for the board to view. The motion was made to approve the Use Policy and the student/parent laptop manual changes by Josh Daniel, seconded by Glen Donham. Motion carried 5-0.

**BUDGET WORKSHOP** The Board approved the date for the budget workshop for August 16<sup>th</sup>. The motion was made by Josh Daniel, seconded by Glen Donham. The motion carried 5-0.

**SET DATE FOR PUBLIC MEETING ON PROPOSED BUDGET & TAX**

**RATE** The Board approved the following date for the public meeting on proposed budget and tax rate.

August 31<sup>th</sup> Public Meeting to Discuss Budget &  
Proposed Tax Rate for 2021-2022 5:30pm

Adopt Budget for 2021-2022 6:00pm

Adopt Tax Rate for 2021-2022

Approve Budget Amendments if Necessary

The motion to accept this date was made by Mike Pritchard, seconded by Glen Donham. The motion carried 5-0.

**APPROVAL OF FUEL BID FOR 2021-2022** The board approved the fuel bid from PF&E Oil Co., Brownwood Tx. for 2021-2022. The motion was made by Josh Daniel, seconded by Mike Pritchard. Motion carried 5-0.

**APPROVE BOARD POLICY UPDATE 117 AFFECTING POLICIES**

Copies of the update were provided for the board to view. Mike Pritchard made the motion to approve the policy updates, Glen Donham seconded the motion. Motion carried 5-0.

**APPROVE BANK DEPOSITORY EXTENSION 2021-2022** The board was provided with the extension to view. Mike Pritchard made the motion to approve the extension, Glen Donham seconded the motion. Motion carried 5-0.

**APPROVE STUDENT CODE OF CONDUCT AND REVIEW THE STUDENT HANDBOOKS AND THE EMPLOYEE HANDBOOK** The handbooks were provided for the board to view. The motion to accept the handbooks was made by Glen Donham, seconded by Josh Daniel. Motion carried 5-0.

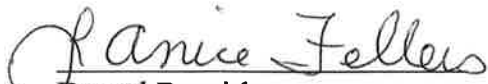
**APPROVE FINAL DRAFT OF DISTRICT AND CAMPUS IMPROVEMENT PLANS** The motion to approve the Improvement Plans was made by Mike Pritchard, seconded by Josh Daniel. The motion carried 5-0.

**SUPERINTENDENT'S REPORT** Mr. White discussed the return to in-person instruction and continuity of services plan. He also discussed the approval and his plan for the use of ESSER III funds. He shared the employment of Kim White to replace Ross Guerrero as a secondary aide. Mike Pritchard made the motion to accept Kim White as a replacement for the Secondary Aide Position, David Herrod seconded the motion. Motion carried 5-0.

**PERSONNEL: CLOSED MEETING (TGC 551.074).**

The board convened into closed session and re-convened out of closed session at 8:30. Glen Donham made the motion to hire John Blackburn and Gallagher Construction. Mike Pritchard seconded the motion. Motion carried 5-0. The next regular board meeting will be August 16, 2021 at 5:30pm.

We affirm that these minutes are complete and correct.

  
Board President

  
Board Secretary

**NOTICE OF REGULAR BOARD MEETING  
BOARD OF TRUSTEES OF SANTA ANNA ISD**

**DATE: Monday, July 19, 2021**  
**TIME: 5:30 PM**  
**PLACE Santa Anna High School Library, 701 Bowie, Santa Anna, Texas**

**PUBLIC HEARING AGENDA**

- A. Call to Order**
- B. Discuss Children’s Internet Protection Act (CIPA) Mandates for 2021-2022**
- C. Public Comments and/or Questions**
- D. Adjournment**

**AGENDA**

- 1. Opening by the President and Invocation**
- 2. Open Forum**
- 3. Action and Discussion Items**
  - 3.1 Action Approval of Minutes**
  - 3.2 Action Payment of Bills and Review of Financial Reports**
  - 3.3 Action Approve Budget Amendments, If Any**
  - 3.4 Action Review and Approve Cyber Safety Curriculum To Meet CIPA Mandates for 2021-2022**
  - 3.5 Action Approve Acceptable Use Policy and Student/Parent Laptop Manual for 2021-2022**
  - 3.6 Action Approve and/or Discuss Regular August School Board Meeting/Budget Workshop**
  - 3.7 Action Set Date for Public Meeting on Budget & Tax Rate**
  - 3.8 Action Approve Fuel Bid for 2021-2022**

- 3.9 Action Approve Board Policy Update 117 Affecting Policies:  
AIC, BBC, BBD, BJCE, C, CBB, CH (LEGAL AND LOCAL),  
CHE, CL, CV (LEGAL AND LOCAL), CVA, CVB, CVC, CVD, CVE, CVF,  
DEC, EHAA, EHBA, EHBA, EHBA, EHBA, EHBA, EHBA, EHBA, EHBA, EHBA,  
EKB, EL, FFAC**
- 3.10 Action Approve Bank Depository Extension 2021-2022**
- 3.11 Action Approve Student Code of Conduct and Review  
Student Handbooks and Employee Handbook**
- 3.12 Action Approve Final Draft of District and Campus  
Improvement Plans**
- 3.13 Action Discuss and/or Approve Financial Planner  
And Construction Management Firm**
- 3.14 Action Superintendent Report**
- 3.15 Action Personnel: Closed Meeting (TGC 551.074)  
• Personnel Review**

\_\_\_\_\_ **Todd White** \_\_\_\_\_ **Date**

- Action items do not have to be taken in the same order as shown on this meeting agenda.
- During the course of the meeting, should a discussion of any item on the agenda be held in executive session, the board May convene in such executive or closed session by law, "Government Code, Chapter 551 and 552.

FINANCIAL REPORT  
AS OF JUNE 30, 2021

**Money Market Account**

	Rate of Interest	
Local Maintenance-Santa Anna National Bank	0.45	\$ 3,139,293.41
(PURCHASED CD 1/9/2012)	0.40	\$ 2,000,000.00
Interest & Sinking-Santa Anna National Bank	0.15	\$ 132,052.76
<b>GRAND TOTAL:</b>		<b>\$ 5,271,346.17</b>

**REVENUE RECEIVED FROM STATE JUNE 1, 2021-JUNE 30, 2021**

	Current Month	Total Amount to Date
Foundation	\$ 244,041.00	\$ 1,549,499.00
Available School Fund	\$ 18,942.00	\$ 72,257.00
Facilities Grant (Fund 599)		\$ 13,886.00
Child Nutrition	\$ 12,955.40	\$ 152,499.12
USDE MATCH		\$ 822.87
Title I, Part A	\$ 25,066.25	\$ 123,119.15
Title II, Part A		\$ 8,921.69
Title IV, Part A	\$ 588.50	\$ 2,046.00
USDE SRSA Grant Program		\$ 14,873.32
ACE Grant Reimbursement	\$ 24,244.48	\$ 130,702.71
Textbook Fund Reimbursement		\$ 13,077.02
ESSER Grant (Covid-19)	\$ 12,552.67	\$ 105,328.25
School Safety & Security Grant		\$ 20,000.00
PPRP Grant		\$ 28,995.13
ERATE		\$ 17,158.95
<b>TOTAL FROM STATE:</b>	<b>\$ 338,390.30</b>	<b>\$ 2,253,186.21</b>

**REVENUE RECEIVED FROM LOCAL SOURCES JUNE 1, 2021-JUNE 30, 2021**

	Current Month	Total Amount to Date
Coleman County Taxes M & O (199)	\$ 6,382.49	\$ 1,020,222.14
Coleman County Taxes I & S (599)	\$ 436.97	\$ 74,620.29
Meal Payments	\$ 235.20	\$ 11,525.60
Athletic Receipts	\$ 612.00	\$ 10,569.35
Misc Revenue/Reimbursements*	\$ 3,040.50	\$ 69,976.58
Interest (199) MMS & CD	\$ 1,944.80	\$ 22,799.45
Interest (599) MMA Only	\$ 17.89	\$ 140.50
<b>TOTAL FROM LOCAL SOURCES:</b>	<b>\$ 12,669.85</b>	<b>\$ 1,209,853.91</b>

**MMA-JUNE 1, 2021 BEGINNING BALANCE:**

**M&O DEPOSITS & OTHER ADDITIONS:**

**TOTAL CHECKS & OTHER CHARGES:**

(Including \$204,768.93 June 25th Payroll)

\$ 3,150,235.85
\$ 352,788.29
\$ 363,730.73

**PREPARED BY: KATRINA TOMLINSON-07/13/2021**

\*SHARS Pymt, TRS Surcharges, Payroll Deduct House Rent

Date Run: 07-13-2021 10:57 AM  
 Cnty Dist: 042-903  
 From 06-11-2021 To 07-12-2021  
 Accounting Period: A  
 Fund 199 / 1 GENERAL FUND

YTD Check Register  
 SANTA ANNA ISD  
 Sort by Fund, Check Number

Program: FIN1800  
 Page 1 of 5  
 File ID: C

Check Nbr	Check Date	Credit Memo	Vend Nbr	Payee	Fnd-Fnc-Obj.So-Org-Prog	Typ Cd	Reason	Amount	EFT
025161	07-12-2021		02869	AMAZON CAPITAL SER	199-11-6249.02-999-111000	C	SUPPLIES	1,093.27	N
					199-11-6399.00-101-111000		WHITE BOARDS FOR ELEM	146.01	
					199-11-6399.00-101-137000		SUPPLIES	27.96	
					199-11-6399.00-101-137000		WHITE BOARDS FOR ELEM	146.01	
					199-12-6399.05-999-111000		SUMMER READING PROJEC	58.85	
					199-12-6399.05-999-111000		SUMMER READING PROJEC	98.94	
					199-23-6399.00-101-111000		2 ELEM DESK CHAIRS	159.98	
					199-34-6249.00-999-199000		BUS #12WIPER SWITCH KNO	135.24	
							<b>Check 025161 Total:</b>	<b>1,866.26</b>	
025162	07-12-2021		01458	ARAMARK	199-51-6299.05-999-199000	C	MONTHLY SVC	294.50	N
025163	07-12-2021		00200	SOUTHWESTERN BELL	199-51-6259.00-999-199000	C	LONG DISTANCE SVC	139.92	N
025164	07-12-2021		01535	ATMOS ENERGY	199-51-6259.01-999-199000	C	NATURAL GAS	193.53	N
025165	07-12-2021		03305	BELL'S AUTO REPAIR	199-34-6249.00-999-199000	C	BUS #2 REPAIRS	150.00	N
025167	07-12-2021		00135	CITY OF SANTA ANNA	199-51-6259.03-999-199000	C	WATER	1,332.40	N
					199-51-6259.05-999-199000		WATER	278.30	
							<b>Check 025167 Total:</b>	<b>1,610.70</b>	
025168	07-12-2021		00978	COLEMAN MEDICAL A	199-34-6219.00-999-199000	C	ALONZO/CROWDER DOT PH	165.00	N
025169	07-12-2021		00055	COOPER SUPPLY	199-51-6319.00-999-199000	C	SUPPLIES	23.99	N
025170	07-12-2021		01811	DEPARTMENT OF PUB	199-34-6499.00-999-199000	C	EDDIE ALONZO CDL RENEW	97.00	N
025171	07-12-2021		00161	ESC, REGION XV	199-34-6219.00-999-199000	C	LUNA 20 HR BUS DRIVER TR	110.00	N
025172	07-12-2021		01984	ETC	199-41-6211.00-702-199000	C	MONTHLY 1095 CODING	61.95	N
025173	07-12-2021		00324	FOLLETT SCHOOL SOL	199-12-6399.00-101-111000	C	LIBRARY BOOKS	959.30	N
025175	07-12-2021		02772	HAWK HILL SALES	199-51-6319.00-999-199000	C	MOWER BLADES	55.05	N
025176	07-12-2021		01176	HIGGINBOTHAM BROS	199-51-6299.07-999-199000	C	SUPPLIES	94.74	N
					199-51-6319.00-999-199000		SUPPLIES	406.88	
							<b>Check 025176 Total:</b>	<b>501.62</b>	
025177	07-12-2021		01574	HOME DEPOT	199-34-6319.00-999-199000	C	SUPPLIES	29.22	N
					199-36-6499.00-001-191000		STORAGE CONTAINERS FO	89.92	
					199-51-6299.07-999-199000		SUPPLIES	248.94	
					199-51-6319.00-999-199000		SUPPLIES	142.52	
							<b>Check 025177 Total:</b>	<b>510.60</b>	
025178	07-12-2021		03326	KIRBO'S OFFICE SYST	199-11-6269.00-999-111000	C	COLOR COPY USAGE FEE	72.63	N
02	07-12-2021		03117	KRISTEN DONHAM	199-36-6399.08-001-191000	C	REIMBURSE CHEER MEALS/	206.55	N

\* indicates voided checks

Date Run: 07-13-2021 10:57 AM  
 Cnty Dist: 042-903  
 From 06-11-2021 To 07-12-2021  
 Accounting Period: A  
 Fund: 199 / 1 GENERAL FUND

YTD Check Register  
 SANTA ANNA ISD  
 Sort by Fund, Check Number

Program: FIN1800  
 Page 2 of 5  
 File ID: C

Check Nbr	Check Date	Credit Memo	Vend Nbr	Payee	Fnd-Fnc-Obj.-So-Org-Prog	Typ Cd	Reason	Amount	EFT
025180	07-12-2021		03377	NETSUPPORT INCORP	199-11-6399.04-999-111000	C	INTERNET SAFETY CLASSR	5,500.00	N
025181	07-12-2021		00484	O'REILLY AUTO PARTS	199-34-6249.00-999-199000 199-34-6319.01-999-199000	C	PARTS AND SUPPLIES PARTS AND SUPPLIES	353.43 55.06	N
							<b>Check 025181 Total:</b>	<b>408.49</b>	
025182	07-12-2021		01478	P.F.&E OIL COMPANY	199-34-6311.00-999-199000	C	FUEL	1,980.00	N
025183	07-12-2021		01914	PEST HUNTERS PEST	199-51-6299.01-999-199000	C	MONTHLY SVC	75.00	N
025184	07-12-2021		01751	PINNACLE SPRAYING	199-51-6299.04-999-199000	C	FB FIELDS REGULAR TREAT	1,800.00	N
025185	07-12-2021		01990	R.B. INSTRUMENTS CO	199-33-6219.00-999-124000	C	AUDIOMETER CALIBRATION	39.50	N
025186	07-12-2021		03350	SANTA ANNA ISD	199-11-6399.SC-999-111000	C	BOTTLED WATER	84.84	N
025189	07-12-2021		02965	UNIFIRST HOLDINGS, I	199-51-6299.00-999-199000	C	MONTHLY SVC	194.80	N
025190	07-12-2021		01089	WESTAIR-PRAXAIR DIS	199-11-6399.00-001-122000	C	MONTHLY WELDING SUPPL	72.64	N
025191	07-12-2021		00591	WILLIAMS TIRE STORE	199-34-6219.00-999-199000 199-34-6319.00-999-199000	C	16FTTRAILER TIRE 08 TIRE 16FTTRAILER TIRE 08 TIRE	60.25 98.95	N
							<b>Check 025191 Total:</b>	<b>159.20</b>	
025192	07-12-2021		01102	ZEPHYR ISD	199-36-6411.08-001-191000 199-36-6411.10-001-191000	C	TRACK MEALS TRACK MEALS	141.00 67.50	N
							<b>Check 025192 Total:</b>	<b>208.50</b>	
025193	07-12-2021		00080	COLEMAN COUNTY TE	199-51-6259.00-999-199000	C	LOCAL SVC	611.92	N
072021	07-12-2021		00052	CARD SERVICE CENTE	199-11-6219.01-999-111000 199-11-6249.02-999-111000 199-11-6399.05-999-111000 199-11-6499.00-001-111000 199-11-6499.05-999-111000 199-31-6339.00-001-111000 199-34-6249.00-999-199000 199-34-6311.00-999-199000	D	TEA PARAPROFESSIONALS INVENTORY TAGS FOR LINKEDIN SAM'S RENEWAL EOY AWARD LUNCHEON 200 TSIA 2 TEST UNITS BUS 12 REPAIR AC FITTING FUEL	51.00 248.00 299.88 100.00 118.25 350.00 20.00 48.00	N
							<b>Check 072021 Total:</b>	<b>1,235.13</b>	
662021	06-15-2021		01079	CLAIMS ADMINISTRATI	199-11-6143.00-999-111000	D	W/C PYMT	89.00	N
772021	07-09-2021		03378	MP2 ENERGY TEXAS L	199-51-6259.02-999-199000	D	ELECTRICITY	4,244.70	N
<b>Fund 199 / 1 Total</b>								<b>23,722.32</b>	

\* indicates voided checks



Date Run: 07-13-2021 10:57 AM  
Cnty Dist: 042-903  
From 06-11-2021 To 07-12-2021  
Accounting Period: A  
Fund: 211 / 0 ESEA-TITLE 1, PART A

YTD Check Register  
SANTA ANNA ISD  
Sort by Fund, Check Number

Program: FIN1800  
Page 3 of 5  
File ID: C

Check Nbr	Check Date	Credit Memo	Vend Nbr	Payee	Fnd-Fnc-Obj,So-Org-Prog	Typ Cd	Reason	Amount	EFT
025161	07-12-2021		02869	AMAZON CAPITAL SER	211-11-6399.00-101-030000	C	COLOR TONERS FOR HP281	277.89	N

Date Run: 07-13-2021 10:57 AM

Cnty Dist: 042-903

From 06-11-2021 To 07-12-2021

Accounting Period: A

Fund: 240 / 1 NATL SCHOOL BREAKFAST & LUNCH

YTD Check Register  
SANTA ANNA ISD  
Sort by Fund, Check Number

Program: FIN1800

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File ID: C

Check Nbr	Check Date	Credit Memo	Vend Nbr	Payee	Fnd-Fnc-Obj.So-Org-Prog	Typ Cd	Reason	Amount	EFT
025166	07-12-2021		02857	BJ'S SEPTIC TANK CLE	240-35-6249.00-999-199000	C	CLEAN 1500GAL GREASE TA	2,100.00	N
025174	07-12-2021		00207	DEAN FOODS COMPA	240-35-6341.03-999-199000 240-35-6341.04-999-199000	C	MILK MILK	447.13 149.05	N
							<b>Check 025174 Total:</b>	<b>596.18</b>	
025187	07-12-2021		00623	SCREEN ART GRAPHI	240-35-6342.01-999-199000	C	SUPERHERO TSHIRTS	46.00	N
025188	07-12-2021		01551	SHOPPIN BASKIT	240-35-6341.03-999-199000	C	GROCERIES	8.74	N
							<b>Fund 240 / 1 Total</b>	<b>2,750.92</b>	

Date Run: 07-13-2021 10:57 AM

Cnty Dist: 042-903

From 06-11-2021 To 07-12-2021

Accounting Period: A

Fund: 866 / 1 SECONDARY ACTIVITY FUND

YTD Check Register  
SANTA ANNA ISD  
Sort by Fund, Check Number

Program: FIN1800

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File ID: C

Check Nbr	Check Date	Credit Memo	Vend Nbr	Payee	Fnd-Fnc-Obj.S0-0rg-Pr0g	Typ Cd	Reason	Amount	EFT
010557	06-11-2021		02865	DAVIA FARLEY	866-00-2190.20-000-100000	D	CHEER CAMP SHIRTS	300.00	N
061121	06-11-2021		01726	Card Service Center	866-00-2190.11-000-100000	D	SIX FLAGS FIELD TRIP	772.19	N
					866-00-2190.12-000-100000		BSR CABLE FIELD TRIP	747.49	
					866-00-2190.25-000-100000		PRIME TIME FIELD TRIP	587.00	
					866-00-2190.25-000-100000		WRONG AMOUNT	-587.00	
					866-00-2190.25-000-100000		PRIME TIME FIELD TRIP	657.00	
					866-00-2190.30-000-100000		SIX FLAGS FIELD TRIP	772.19	
					866-00-2190.31-000-100000		PRIME TIME FIELD TRIP	538.00	
					866-00-2190.31-000-100000		WRONG AMOUNT	-538.00	
					866-00-2190.31-000-100000		PRIME TIME FIELD TRIP	608.00	
							<b>Check 061121 Total:</b>	<b>3,556.87</b>	
							<b>Fund 866 / 1 Total</b>	<b>3,856.87</b>	
							<b>Grand Totals:</b>	<b>30,608.00</b>	

End of Report