**Notice of Regular Board Meeting**
**Board of Trustees**
**Huffman Independent School District**

# MINUTES

A Regular Board Meeting of the Board of Trustees of the Huffman Independent School District was held on Monday, July 29, 2024, beginning at 7:00 PM in the Board Room of the Administration Building, 24302 FM 2100, Huffman, TX 77336.

The subjects to be discussed or considered, or upon which any formal action may be taken, are as follows: (Items do not have to be taken in the same order as shown on the meeting notice. Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.)

| | |
|---|---|
| Ray Burt: | Present |
| Jared Dagley: | Present |
| Matt Dutton: | Present |
| Amanda McGee: | Present |
| Jeremy Phillips: | Present |
| Kirk Vaughn: | Present |
| Dean Warren: | Absent |

I. CALL TO ORDER / INVOCATION / PLEDGE
The Presiding Officer, Kirk Vaughn, called the Board Meeting at 7:00pm.

Mr. Kirk Vaughn Voiced the Prayer

The Pledge of Allegiance and The Texas Pledge were recited by students from Falcon Ridge Elementary; Ashlyn Brown and Bryce Underwood.

II. PUBLIC COMMENTS
No Public Comments

III. CONSENT AGENDA

III.A. Minutes

III.A.1. June 24, 2024, Public Meeting and Regular Meeting

III.B. Tax refunds over $5,000.00 - None

III.C. Property foreclosures - None

III.D. Approve New Vendors

III.E. School Health Advisory Council (SHAC)

Committee Members

III.F. Staff Development Minutes Waiver

III.G. Resolution for the Resell of Public Property

III.H. Copy Paper Purchase 2024-2025 School Year

III.I. Annual Contracts over $25,000

CONSENT AGENDA

"I make the motion to adopt consent agenda.". This motion, made by Amanda McGee and seconded by Ray Burt, Carried.

| | |
|---|---|
| Ray Burt: | Yea |
| Jared Dagley: | Yea |
| Matt Dutton: | Yea |
| Amanda McGee: | Yea |
| Jeremy Phillips: | Yea |
| Kirk Vaughn: | Yea |
| Dean Warren: | Absent |

Yea: 6, Nay: 0, Absent: 1

IV. REPORTS TO THE BOARD

IV.A. Board President

IV.A.1. Review of Board Activities for the Month

IV.A.2. Board Training Opportunities

IV.B. Superintendent

IV.B.1. Storm Recovery Update

IV.C. Deputy Superintendent

IV.C.1. BSC End of Year Summary

IV.C.2. Staff Development Schedule and Plans

IV.C.3. 2023-2024 Academic Report

IV.C.4. School Health Advisory Council (SHAC) Annual Report

IV.C.5. HHS Fine Arts Student Trip

IV.D. Chief Operations Officer

IV.D.1. Monthly Operations Report

IV.D.2. Bond Report

IV.E. Tax Office

IV.E.1. Monthly and Year-to-Date Report of Tax Revenues

IV.E.2. Certification of Collection Rate 2024

IV.F. Chief Financial Officer

IV.F.1. Monthly General Fund Report

IV.F.2. Monthly Food Service Fund Report

IV.F.3. Year to Date Electrical Usage Report

IV.F.4. Purchasing Co-operatives

IV.F.5. Quarterly Investment Report

IV.F.6. Quarterly Special Revenue and Debt Service Fund Report

IV.F.7. Employee Handbook

V. BUSINESS AND DISCUSSION ITEMS

V.A. Call Board of Trustee Election

"I make the motion that the Board hereby calls and orders a general election to be held on the 5th day of November 2024, for the purpose of electing four trustees to the Board for regular four-year terms for the following positions: Position 4, Position 5, Position 6, and Position 7. The district also appoints the Harris County Election Administrator, as early voting clerk.". This motion, made by Amanda McGee and seconded by Ray Burt, Carried.

| | |
|---|---|
| Ray Burt: | Yea |
| Jared Dagley: | Yea |
| Matt Dutton: | Yea |
| Amanda McGee: | Yea |
| Jeremy Phillips: | Yea |
| Kirk Vaughn: | Yea |
| Dean Warren: | Absent |

Yea: 6, Nay: 0, Absent: 1

V.B. Student Code of Conduct for 2024-2025

It is recommended that the Board approve the Student Code of Conduct as presented for the 2024-2025 school year. This motion, made by Amanda McGee and seconded by Ray Burt, Carried.

| | |
|---|---|
| Ray Burt: | Yea |
| Jared Dagley: | Yea |
| Matt Dutton: | Yea |

| | |
|---|---|
| Amanda McGee: | Yea |
| Jeremy Phillips: | Yea |
| Kirk Vaughn: | Yea |
| Dean Warren: | Absent |

Yea: 6, Nay: 0, Absent: 1

V.C. TASB Board Representative Endorsement

"I make the motion to endorse - Position A Rose Avalos and Position C - Kelly Hodges, for Region 4 TASB Board of Directors.". This motion, made by Amanda McGee and seconded by Ray Burt, Carried.

| | |
|---|---|
| Ray Burt: | Yea |
| Jared Dagley: | Yea |
| Matt Dutton: | Yea |
| Amanda McGee: | Yea |
| Jeremy Phillips: | Yea |
| Kirk Vaughn: | Yea |
| Dean Warren: | Absent |

Yea: 6, Nay: 0, Absent: 1

V.D. Purchase of Interactive Panels

"I make the motion to allow the superintendent to enter into a contract with Data Projections, Inc for the district interactive panel bond project in an amount not to exceed $909,134.35.". This motion, made by Amanda McGee and seconded by Ray Burt, Carried.

| | |
|---|---|
| Ray Burt: | Yea |
| Jared Dagley: | Yea |
| Matt Dutton: | Yea |
| Amanda McGee: | Yea |
| Jeremy Phillips: | Yea |
| Kirk Vaughn: | Yea |
| Dean Warren: | Absent |

Yea: 6, Nay: 0, Absent: 1

V.E. Transportation: Hazardous Walking Routes Resolution

"I make the motion to adopt the Huffman ISD Hazardous Traffic Resolution as written.". This motion, made by Amanda McGee and seconded by Ray Burt, Carried.

| | |
|---|---|
| Ray Burt: | Yea |
| Jared Dagley: | Yea |
| Matt Dutton: | Yea |
| Amanda McGee: | Yea |
| Jeremy Phillips: | Yea |
| Kirk Vaughn: | Yea |

Dean Warren: Absent

Yea: 6, Nay: 0, Absent: 1

V.F. Policy Update: TASB Update #123 and EIC (Local)

"I make the motion that the board adopt the TASB Policy Update 123 along with the changes to policy EIC (Local) as presented.". This motion, made by Amanda McGee and seconded by Ray Burt, Carried.

Ray Burt: Yea

Jared Dagley: Yea

Matt Dutton: Yea

Amanda McGee: Yea

Jeremy Phillips: Yea

Kirk Vaughn: Yea

Dean Warren: Absent

Yea: 6, Nay: 0, Absent: 1

V.G. Declaration of Emergency

"I make a motion that the Board approve the Resolution of Emergency Declaration as presented". This motion, made by Amanda McGee and seconded by Ray Burt, Carried.

Ray Burt: Yea

Jared Dagley: Yea

Matt Dutton: Yea

Amanda McGee: Yea

Jeremy Phillips: Yea

Kirk Vaughn: Yea

Dean Warren: Absent

Yea: 6, Nay: 0, Absent: 1

V.H. Emergency Purchases over $25,000

"I make a motion that the Board ratify and approve the emergency purchase with Aqua One, LLC as presented". This motion, made by Amanda McGee and seconded by Ray Burt, Carried.

Ray Burt: Yea

Jared Dagley: Yea

Matt Dutton: Yea

Amanda McGee: Yea

Jeremy Phillips: Yea

Kirk Vaughn: Yea

Dean Warren: Absent

Yea: 6, Nay: 0, Absent: 1

V.I. Resolution to Pay All Employees During Absences Related to District Closure

"I recommend the Board Approve the Resolution Regarding Wage Payments During Emergency

Closings.". This motion, made by Amanda McGee and seconded by Ray Burt, Carried.

| | |
|---|---|
| Ray Burt: | Yea |
| Jared Dagley: | Yea |
| Matt Dutton: | Yea |
| Amanda McGee: | Yea |
| Jeremy Phillips: | Yea |
| Kirk Vaughn: | Yea |
| Dean Warren: | Absent |

Yea: 6, Nay: 0, Absent: 1

V.J. Real Estate Broker Services
Agenda Item was moved to closed session.

VI. CLOSED SESSION
Entered Closed Session: 8:50pm

VI.A. Section 551.071 For the purpose of a private consultation with the board's attorney on all subjects or matter authorized by law when the governmental body seeks the advice of its attorney about a pending or contemplated litigation or a settlement offer; or 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 this chapter.

VI.A.1. Consider legal advice on any item listed on agenda

VI.B. Section 551.072 - Discussing purchase, exchange, lease, or value of real property.

VI.B.1. Consider Purchase of Real Property

VI.C. Section 551.074 - Personal Discussion: Deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.

VI.C.1. Ratify Resignations

VI.C.2. Employ Personnel

VI.D. Section 551.076 For the purpose of considering the deployment, specific occasions for, or implementation of security personnel or devices.

VI.D.1. Review Information Regarding Security Personnel

Exited Closed: 11:00pm
Entered: 11:02pm

VII. ACTION TAKEN ON ITEMS CONSIDERED IN CLOSED SESSION

VII.A. Real Estate Broker Services

"I make a motion that the Board authorize the Superintendent to negotiate and enter a contract with Cushman & Wakefield for Real Estate Broker Services.". This motion, made by Amanda McGee and seconded by Ray Burt, Carried.

| | |
|---|---|
| Ray Burt: | Yea |
| Jared Dagley: | Yea |
| Matt Dutton: | Yea |
| Amanda McGee: | Yea |
| Jeremy Phillips: | Yea |
| Kirk Vaughn: | Yea |
| Dean Warren: | Absent |

Yea: 6, Nay: 0, Absent: 1

VII.B. Ratify Resignations

"I make a motion that the Board ratify the resignations of Lindsey McCauley, Kathleen Seitz, Leigh Ann Douglas, and Shelby Sullivan. This motion, made by Amanda McGee and seconded by Ray Burt, Carried.

| | |
|---|---|
| Ray Burt: | Yea |
| Jared Dagley: | Yea |
| Matt Dutton: | Yea |
| Amanda McGee: | Yea |
| Jeremy Phillips: | Yea |
| Kirk Vaughn: | Yea |
| Dean Warren: | Absent |

Yea: 6, Nay: 0, Absent: 1

VII.C. Employ Personnel

"I make a motion to employ Amber Hoffman, Theresa Tarantino, Kellie Buchanan, Danielle Lewis, Vincent Zimmerman, Malynn Zimmerman, Erin Spencer, Frederick Batiste, and Tiffany Thomasson on a One-year Probationary Contract for 2024-2025 school year, and Jackson Kent on a Dual One-Year Probationary Contract for the 2024-2025 school year.". This motion, made by Amanda McGee and seconded by Ray Burt, Carried.

| | |
|---|---|
| Ray Burt: | Yea |
| Jared Dagley: | Yea |
| Matt Dutton: | Yea |
| Amanda McGee: | Yea |
| Jeremy Phillips: | Yea |
| Kirk Vaughn: | Yea |
| Dean Warren: | Absent |

Yea: 6, Nay: 0, Absent: 1

Adjourned: 11:03pm

APPROVED ON _____08/26/2024_____ BY A MAJORITY VOTE OF TRUSTEES

Kirk Vaughn, President

Amanda McGee, Secretary

RECORDED AND TRANSCRIBED ON _____08/07/2024____, BY KALIE MAJESKI FOR PERMANENT RECORD. THE ABOVE IS PUBLIC INFORMATION AND ON FILE IN THE SUPERINTENDENT'S OFFICE, HUFFMAN ISD, 24302 FM 2100, HUFFMAN, TX.