

# Minutes of Regular Meeting

## The Board of Trustees Tomball ISD

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A Regular Meeting of the Board of Trustees of Tomball ISD will be held September 10, 2024, beginning at 5:30 PM in the John P. Neubauer Administration Building, 310 S. Cherry St., Tomball, TX 77375.

If, during the course of the meeting covered by this notice, the Board should determine that a closed session of the Board should be held or is required in relation to any item included in this notice, then such closed session as authorized by Section 551.001 of the Texas Government Code (the Open Meetings Act) will be held by the Board at that date, hour and place given in this notice or as soon after the commencement of the meeting covered by this notice as the Board may conveniently meet in such closed session concerning any and all subjects and for any and all purposes permitted by Sections 551.071 through 551.084, of the Open Meetings Act.

The subjects to be discussed or considered or upon which any formal action may be taken are as listed below. Items do not have to be taken in the order shown on this meeting notice.

### 1. **OPENING**

The meeting of the Tomball ISD Board of Trustees is called to order at 5:32 p.m. The meeting was recorded in accordance with Gov't Code Section 551.128.

#### **Call to Order**

John McStravick, President  
Justin Unser, Vice President  
Mark Lewandowski, Secretary  
Matt Schiel, Trustee  
Tina Salem, Trustee  
Lee McLeod, Trustee

#### Board Member Absent:

Dr. Michael Pratt, Assistant Secretary

#### Cabinet Present

Dr. Martha Salazar-Zamora, Superintendent  
Dr. Amy Schindewolf, Chief of Staff  
Zack Boles, Chief Financial Officer  
Dr. Michael Webb, Chief Academic Officer  
Dr. Steven Gutierrez, Chief Operating Officer  
Holly Sherman, General Counsel  
Janice Tadlock, Reporting Secretary

- A. Opening Remarks were offered by Matt Schiel.
- B. The Pledges were led by Justin Unser.

C. The Mission Statement was recited by Tina Salem.

**2. PUBLIC COMMENT ON AGENDA ITEMS**

**3. CONSENT AGENDA**

- A. Approve the minutes of the Tomball ISD Workshop Meeting held on August 12, 2024.
- B. Approve the minutes of the Tomball ISD Regular Meeting held on August 13, 2024.
- C. Accept a donation in the amount of \$25,000 from Tomball Memorial High School Booster Club to Tomball Memorial High School Athletics Department.
- D. Approve the following request for out-of-state field trip for Tomball Memorial High School:
  - Susan Khoobiar - Tomball Memorial High School DECA - DECA International Career Development Conference - Lake Buena Vista, FL 04/26/2025 - 04/29/2025
- E. Approve budget amendments and revised projected balances for major funds.
- F. Approve check register for August 2024.
- G. Information regarding employment of professional personnel to work under a One-Year Probationary Contract, One-Year Probationary Dual Assignment Contract, for the 2024-2025 School Year at the Tomball ISD Salary Schedule, subject to assignment.
- H. Add, revise, or delete (LOCAL) policies as recommended by TASB Policy Service in Update 123 with the exception of EFB(LOCAL):

BBD(LOCAL): BOARD MEMBERS - TRAINING AND ORIENTATION

BBFA(LOCAL): ETHICS - CONFLICT OF INTEREST DISCLOSURES

CKC(LOCAL): SAFETY PROGRAM/RISK MANAGEMENT - EMERGENCY PLANS

CKEC(LOCAL): SECURITY PERSONNEL - SCHOOL RESOURCE OFFICERS

CQC(LOCAL): TECHNOLOGY RESOURCES - EQUIPMENT

DCE(LOCAL): EMPLOYMENT PRACTICES - OTHER TYPES OF CONTRACTS

DGBA(LOCAL): PERSONNEL-MANAGEMENT RELATIONS - EMPLOYEE COMPLAINTS/GRIEVANCES

EEH(LOCAL): INSTRUCTIONAL ARRANGEMENTS - HOMEBOUND INSTRUCTION

EFA(LOCAL): INSTRUCTIONAL RESOURCES - INSTRUCTIONAL MATERIALS

FNG(LOCAL): STUDENT RIGHTS AND RESPONSIBILITIES - STUDENT AND PARENT COMPLAINTS/GRIEVANCES

GF(LOCAL): PUBLIC COMPLAINTS

- I. Revise the following policy as recommended by TASB Policy Service in Update 123 with further revisions:

EFB(LOCAL): INSTRUCTIONAL RESOURCES - LIBRARY MATERIALS

A motion was made by Mark Lewandowski and seconded by Matt Schiel to approve the Consent Agenda.

The motion passed unanimously.

**4. CONSIDERED AGENDA**

- A. Approve the resolution sanctioning the Waller County 4-H organization as an approved student extracurricular activity and, pending satisfactory criminal history report and verification of eligibility for participation in the Teacher Retirement System of Texas, recognize the following staff members as adjunct staff: Shawn Russell, Russell Ford, Z'Aundria Warren, Clara Cofield, Matthew March and Stedman Douglas. (Priority 1)

A motion was made by Matt Schiel and seconded by Justin Unser.

The motion passed unanimously, 6-0.

- B. Approve the resolution sanctioning the Harris County 4-H organization as an approved student extracurricular activity and, pending satisfactory criminal history report and verification of eligibility for participation in the Teacher Retirement System of Texas, recognize the following staff members as adjunct staff: Steven Frederick, Zach Giblin, Bailey Sanchez, Jocelynn Lewis, Savannah Payne. (Priority 1)

A motion was made by Justin Unser and seconded by Tina Salem.

The motion passed unanimously, 6-0.

- C. Approve the extension agents to serve as adjunct faculty members for student participation in Montgomery County 4-H activities. Pending satisfactory criminal history report and verification of eligibility for participation in the Teacher Retirement System of Texas, recognize the following staff members as adjunct staff: M. Michelle Mihalek, Brandon Gregson, Caroline Cruz, Michael Potter, Michelle Scaife, and Alyssa Sims. (Priority 1)

A motion was made by Mark Lewandowski and seconded by Matt Schiel.

The motion passed unanimously, 6-0.

- D. Approve the 2024-2025 Memorandum of Understanding between Tomball ISD and the Montgomery County Juvenile Justice Alternative Education Program (JJAEP). (Priority 3)

A motion was made by Lee McLeod and seconded by Matt Schiel.

The motion passed unanimously, 6-0.

- E. Approve the Interlocal Agreement between Tomball ISD and Klein ISD for transportation of students expelled to Harris County JJAEP. (Priority 3)

A motion was made by Tina Salem and seconded by Mark Lewandowski.

The motion passed unanimously, 6-0.

- F. Approve the interlocal agreement with Harris County for School Resource Officer services for October 1, 2024 - September 30, 2025. (Priority 3)

A motion was made by Justin Unser and seconded by Matt Schiel.

The motion passed unanimously, 6-0.

- G. Approve the Hunton Services proposal using Choice Partners contract #22/039 to replace the cooling towers at Tomball High School for an amount of \$1,077,947 using Bond 2021 funds. (Priority 7)  
A motion was made by Lee McLeod and seconded by Tina Salem.  
The motion passed unanimously, 6-0.
- H. Approve the Texas General Contractors proposal using Choice Partners contract 24/002TC-09 to replace the chiller building roof at Tomball High School for an amount of \$68,400 using Bond 2021 funds. (Priority 7)  
A motion was made by Mark Lewandowski and seconded by Lee McLeod.  
The motion passed unanimously, 6-0.
- I. Approve the proposal from FireSafe Protection Services in the amount of \$572,950 to upgrade the existing fire alarm systems at Tomball High School using Bond 2021 funds. (Priority 7)  
A motion was made by Matt Schiel and seconded by Lee McLeod.  
The motion passed unanimously, 6-0.
- J. Approve a correcting addition of \$16,996 to the originally approved amount of \$2,832,709 for RFP#965-24 Tomball West High School Food Service Equipment bringing the total awarded amount to \$2,849,705 using Bond 2021 funds. (Priority 7)  
A motion was made by Justin Unser and seconded by Lee McLeod.  
The motion passed unanimously, 6-0.
- K. Approve the selection of the following vendors to complete the civil engineering, surveying and compliance inspections for the addition of sidewalks at the Early Excellence Academy and Staff Development Center, using Bond 2021 funds. (Priority 7)  
Talon Engineering - civil engineering and surveying  
Winning Way Services - ADA compliance inspections  
A motion was made by Matt Schiel and seconded by Lee McLeod.  
The motion passed unanimously, 6-0.
- L. Approve selecting Traffic Signals Construction, Inc. for RFP 978-24 to provide and install two separate traffic signal systems, one on FM 2920 in the amount of \$169,250 to be completed by November 30, 2024 and one on Muesche Road in the amount of \$358,800 to be completed by March 3, 2025, for a total cost of \$578,050 using Bond 2021 funds. Also approve the rental of traffic signal equipment if it is not available for \$10,000 per month from Traffic Signals Construction, Inc. (Priority 7)  
A motion was made by Lee McLeod and seconded by Tina Salem.  
The motion passed unanimously, 6-0.

- M. Approve the Order Authorizing the Defeasance and Redemption of a Portion of the District's Outstanding Unlimited Tax School Building and Refunding Bonds, Series 2018, Approving an Escrow Agreement and Providing for Other Matters and Procedures Related Thereto. (Priority 7)  
A motion was made by Mark Lewandowski and seconded by Justin Unser.  
The motion passed unanimously, 6-0.
- N. Adopt the Tax Rate Resolution with a total property tax rate of \$1.0629, with a Maintenance and Operations tax rate of \$0.6669 and an Interest and Sinking tax rate of \$0.3960. (Priority 7)  
Matt Schiel made a motion that the property tax rate be increased by the adoption of a tax rate of \$1.0629, which is effectively a 17.60 percent increase in the tax rate and further moved that the Board approve the Resolution adopting the tax rate, and levy ad valorem taxes for the year 2024 as reflected in the Resolution for a decrease in the actual tax rate of \$0.0023 or .23 cents. Lee McLeod seconded the motion.  
The motion passed unanimously, 6-0.
- O. Approve the notice of grant award for Interactive Online Learning Grant Cycle 1, from TEA, in the amount of \$300,000. (Priority 4)  
A motion was made by Matt Schiel and seconded by Lee McLeod.  
The motion passed unanimously, 6-0.
- P. Approve the Beliefs, Vision, Mission Statement, Objectives, Goals and Strategies aligned to Exceeding Excellence 2030. (Priorities 1-8)  
A motion was made by Mark Lewandowski and seconded by Matt Schiel.  
The motion passed unanimously, 6-0.
- Q. Approve the Resolution for Committed for Strategic Plan increasing the reserves set aside for these objectives to \$4,000,000. (Priority 7)  
A motion was made by Matt Schiel and seconded by Justin Unser.  
The motion passed unanimously, 6-0.
- R. Approve the Resolution to Release \$16,000,000.00 from Committed for Future Construction Projects. (Priority 7)  
A motion was made by Justin Unser and seconded by Tina Salem.  
The motion passed unanimously, 6-0.
- S. Approve the 2024-2025 Texas Teacher Evaluation and Support System (T-TESS) Appraisers list. (Priority 6)  
A motion was made by Mark Lewandowski and seconded by Justin Unser.  
The motion passed unanimously, 6-0.
- T. It is recommended that the Board of Education render a finding under Texas Administrative Code section 249.14(g) that good cause did not exist as required by Texas Education Code sections 21.105(c), 21.160 (c), or 21.210(c) for the following educators: (Priority 6)

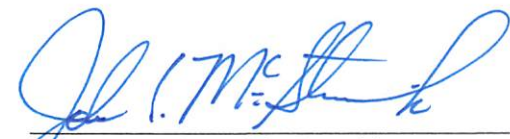
- Celeste Matthews, to resign her employment contract
  - Steven Silva, to resign his employment contract
- A motion was made by Justin Unser and seconded by Lee McLeod.  
The motion passed unanimously, 6-0.

5. **RESIGNATIONS AND RETIREMENTS**
6. **ENROLLMENT REPORT**
7. **FINANCE AND TAX REPORTS**
8. **PUBLIC COMMENT ON NON-AGENDA ITEMS**  
Tomas Campos spoke on a water conservation program.
9. **CLOSED SESSION**
10. **BOARD COMMENTS**
11. **ADJOURNMENT**

A motion was made by Justin Unser and seconded by Tina Salem to adjourn the meeting at 6:49 p.m. The motion passed unanimously, 6-0.


### PRIORITIES

1. Future-Ready Learners
2. Responsive and Personalized Learning
3. Development and Support of the Whole Child
4. Technology and Digital Learning
5. Family and Community Alliance
6. Quality Staffing and Professional Learning
7. Finance and Facilities
8. Communication and Marketing



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John E. McStravick, President  
Board of Trustees  
Tomball Independent School District



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Mark Lewandowski, Secretary  
Board of Trustees  
Tomball Independent School District