

October 9, 2024

The Board of Trustees of Willis ISD met in regular business session on October 9, 2024 at the Sharon Hill Jennette Administration building in the Willis ISD Boardroom, 612 N. Campbell Street, Willis, Texas.

### **CALL MEETING TO ORDER**

President Kyle Hoegemeyer called the Regular Business Meeting to order at 5:36 p.m. and announce that a quorum was present and that notice of the meeting had been posted for the time and manner required by law.

Members Present: Kyle Hoegemeyer, presiding, Paulett Traylor, Chad Jones, Cliff Williams, Scott Carson, Nikita Lagway.

Member Absent: Charles Perry.

### **PLEDGE OF ALLEGIANCE AND INVOICATION - C.C. HARDY ELEMENTARY SCHOOL**

Hardy Elementary Principal, Susan Fossler, introduced Hardy studentS who led the pledges and prayer.

Principal Fossler introduced the Hardy Music Teacher and the Hardy Honor Choir who say America the Beautiful. All those present gave the choir a standing ovation for their beautiful performance.

### **ANNOUNCEMENTS / PROCLAMATION / RESOLUTIONS / RECOGNITIONS**

Principal Susan Fossler introduced the Elementary Student of the Month, Gabriela Skelton, a Hardy Elementary student who always displays a positive attitude, determination, achieves academic excellence and is an outstanding example for others.

Brabham Principal, Dr. Anthony Roberts introduced the Secondary Student of the Month, Guillermo Bravo Castillo, a sixth grader at Brabham Middle School who has only had one absence this year. Principal Roberts shared that Guillermo's teachers describe him as responsible, studious, very eager to learn, one who never gives up, has an infectious smile and is an inspiration to all who know him.

Director of Communications, Jamie Fails, shared information about a new recognition, the Paws of PRIDE Employee Award, that will honor a WISD employee each month. Ms. Fails introduced Lieutenant Richard Durbin who honored the October Paws of PRIDE Employee, Rachel Tedder, Campus Secretary at Stubblefield Academy. Lieutenant Durbin shared that Ms. Tedder goes above and beyond her duties as a campus secretary by also coordinating and composing all paperwork and transactions for the Willis ISD School Resource Officers department. He concluded by expressing his much appreciation for her hard work.

Lieutenant Durbin and Director of Federal Programs, Compliance and Grants, Meghan Ballard Arthur, shared information regarding a new recognition, Kats on Patrol Safety Award. Lieutenant Durbin shared that lots of safety drills have been conducted over the district during the last two months and that one campus always stood out as the most prepared. Director Ballard presented this award to Parmley Elementary and the person responsible for the coordination of each drill, Assistant Principal Alexandra Kaxmierczak.

Director Fails announced that Lagway Elementary had earned through performance results and been named as an Honor Roll School, ERP; only twelve percent (12%) of Texas schools made this Honor Roll. Superintendent, Dr. Kimberley James presented a framed certificate to Lagway Principal, Kameron Wilder.

Director Fails shared that Texas Association of School Boards (TASB) declares October 9th as Texas Education Human Resource Day. Ms. Fails introduced each employee in the Willis ISD Human Resources Department and Superintendent James honored each with a certificate.

Director Fails shared that October is National Principals Month and that Willis ISD would like to honor each campus principal for their hard work and dedication. Executive Director of Elementary Education, Dr. Ivan Velasco, introduced each elementary principal as Superintendent James presented each a gift of appreciation. Executive Director of Secondary Education, Noah Hollander, introduced each secondary principal as Superintendent James presented each a gift of appreciation.

## **PUBLIC COMMENTS**

Diane Hivnor commented on two situations regarding accountability. First, Ms. Hivnor expressed appreciation to the new Willis ISD Superintendent for addressing matters and sharing information with the community. Ms. Hivnor commented that the public has been demanding communication and it has been received. Second, Ms. Hivnor expressed that Board Member, Position # 5, has violated the ethics oath that was taken as a board members and due to a recent guilty verdict, she asks that Board Member # 5 resign immediately.

Robert Burr commented on the upcoming Bond Election for the pool and stadium, sharing several unanswered questions about the facilities on the ballot and asking why these projects would be presented to the community again after being voted down twice. Mr. Burr's questions are seeking reasons for a new stadium, reasons for an olympic size pool and reasons for a tax increase. Mr. Burr also inquired who is buying these bonds and what is the life of the bond.

Scott Baker commented on Bond Debts, sharing that he has participated in the Willis ISD Long Range Planning Committee meetings in past years where data and research was requested by community members but no additional data has been received. Mr. Baker expressed that the propositions in the upcoming Bond Election do not support academics. Mr. Baker also shared, that from his personal research, there is a possibility that Willis ISD may not be in compliance due to not reporting current debt to the comptroller nor reporting that information on its website.

## **STANDING INFORMATIONAL AND AD HOC REPORTS & ITEMS**

Director Meghan Ballard Arthur presented the Safety Performance Report:

1. Intruder Detection Audit - Director Arthur shared information on the Intruder Detection Audit program; thus meeting the requirement of providing public notice that a report of intruder detection audit findings was discussed at a school board meeting.
2. Safety Drill Report - Director Arthur shared the safety drills done in Willis ISD Schools:
  - a. HOLD "In Your Rooms or Area; Clear the Halls"
  - b. SECURE "Get Inside; Lock Outside Doors"
  - c. LOCKDOWN "Locks, Lights, out of Sight"
  - d. EVACUATE "To a Location"
  - e. SHELTER "For Hazard Using a Safety Strategy"

Director Meghan Ballard Arthur shared information regarding two new grant programs that have been awarded to Willis ISD:

- a. 2024-2026 Grow Your Own High School Education and Training
- b. 2024-2026 Effective Schools Framework Focused Support Grant

Superintendent, Dr. Kimberley James reported the student enrollment for October 7, 2024 was 9,309 students, three hundred sixty four (364) more students than this time last year.

Chief Financial Officer, Garrett Matej, discussed a summary of WISD's Business Office financial reports and bill payments for September 1-30, 2024.

Mr. Matej discussed the Investment Report for the Fourth Quarter (ending August 31, 2024) and shared information regarding the Annual Investment Report, 2024 Fiscal Year (September 1, 2023 - August 31, 2024).

Superintendent James reported that all WISD Board Members have met the required training hours, November 1, 2023 - present.

## **CONSENT AGENDA**

- A. Approval of Minutes
- B. 2024-2025 Willis ISD School Health Advisory Council Members
- C. Montgomery County - Amendment to Interlocal Agreement

Board Member Scott Carson asked what vehicles the Amendment to Interlocal Agreement refers to. Superintendent James responded that this amendment refers to the School Resource Officers' vehicles and shared that this will enable the Montgomery County Sheriff's Department to maintain these vehicles to meet county requirements and this will also free up time for the Willis ISD Transportation Department to focus all time on maintenance of buses and other district vehicles.

Motion by Cliff Williams and seconded by Scott Carson to approve the Consent Agenda items as presented. Motion carried unanimously.

## **CLOSED SESSION**

The Board entered into closed session at 6:37 p.m. for the purpose of considering matters for which closed sessions are authorized by Title 5, Chapter 551, Texas Government Code Sections (.071 - .084): 551.074

- A. Discuss Teacher Resignations and Consider Approval of Teacher Appointments. Texas Government Code 551.074
- B. Real Estate: Pursuant to Texas Government Code 551.072
- C. Security Texas Government Code 551.076 and 551.089
- D. Consultation with Attorney by Phone: Pursuant to Texas Government Code 551.071

## **OPEN SESSION**

The Board reconvened into Open Session at 8:59 p.m.

Motion by Cliff Williams and seconded by Paulett Traylor to accept the Superintendent's recommendation on the professional personnel listed. Motion carried unanimously.

No motions were made regarding the remaining closed session items.

## **DISCUSSION AND POSSIBLE ACTION ITEMS**

Superintendent, Dr. Kimberley James, discussed the Renewal of the Membership in the Walsh Gallegos Retainer Program. Dr. James recommended this membership renewal at a cost of \$1,000.

Board Vice President, Paulett Traylor, brought attention to changes needed in the list of Willis ISD Contacts for Walsh Gallegos' reference.

Motion by Scott Carson and seconded by Cliff Williams to accept the Superintendent's recommendation to approve the Renewal of the Membership in the Walsh Gallegos' Retainer Program. Motion carried unanimously.

Executive Director of Student Services, Travis Utecht, discussed the need to approve the ADA waiver for low attendance on September 23, 2024 at the following campuses: Willis High School, Lucas Middle School, Brabham Middle School, Hardy Elementary, Cannan Elementary, Turner Elementary, Meador Elementary, Parmley Elementary and Roark Early Education Center. Superintendent James recommended this waiver.

Motion by Scott Carson and seconded by Chad Jones to accept the Superintendent's recommendation and approve the ADA waiver for low attendance for the campuses and date listed. Motion carried unanimously.

Executive Director of Accountability, Research and Evaluations, Dr. Susan Clardy, discussed the District Improvement Plan for the 2024-2025 School Year. Superintendent James recommended this improvement plan.

Motion by Scott Carson and seconded by Cliff Williams to accept the Superintendent's recommendation and approve the District Improvement Plan for the 2024-2025 School Year. Motion carried unanimously.

Dr. Clardy introduced each campus principal who presented information regarding their Campus Improvement Plan for the 2024-2025 School Year.

This item was tabled to enable the Board to meet with each campus principal in a workshop session to discuss campus plans.

Dr. Clardy discussed the House Bill 3 Goals for Willis ISD. Superintendent James recommended the House Bill 3 Goals presented.

Motion by Chad Jones and seconded by Nikita Lagway to accept the Superintendent's recommendation and approve the House Bill 3 Goals as presented. Motion carried unanimously.

Director of Teaching, Learning and Professional Development, Sarah Ballew, discussed information on the District Professional Development Plan for the 2024-2025 School Year. Superintendent James recommended the professional development plan presented.

Motion by Chad Jones and seconded by Scott Carson to accept the Superintendent's recommendation and approve the District Professional Development Plan for the 2024-2025 School Year. Motion carried unanimously.

Chief Financial Officer, Garrett Matej, discussed modifications to the PASA Demographic Study with Attendance Zone Plan. Superintendent James recommended the addendum to the PASA agreement in the amount of \$47,400 per year.

Motion by Chad Jones and seconded by Paulett Traylor to accept the Superintendent's recommendation and approve the addendum to the agreement with PASA concerning a demographic study with Attendance Zone Plan in the amount of \$47,400 per year. Motion carried unanimously.

Purchasing Coordinator, Kelly Hughes-Shropshire, discussed the Transportation Evaluation Committee ranking and the beginning of negotiations for the Architectural Service from RFQ 2024 Bond Projects - Transportation Center. Superintendent James recommended these rankings for the Transportation Center.

Motion by Chad Jones and seconded by Scott Carson to accept the Superintendent's recommendation and approve the Transportation Center Evaluation committee rankings and delegate negotiations with Architect Firms to the Superintendent. Motion carried unanimously.

Coordinator Hughes-Shropshire discussed the Ninth Grade campus Evaluation Committee Ranking and beginning negotiations for the Architectural Service from RFQ 2024 Bond Projects - Ninth Grade Center. Superintendent James recommended these rankings for the Ninth Grade Center.

Motion by Scott Carson and seconded by Paulett Traylor to accept the Superintendent's recommendation and approve the Ninth Grade Campus Evaluation Committee rankings and delegate negotiations with Architect Firms to the Superintendent. Motion carried unanimously.

Coordinator Hughes-Shropshire discussed the procurement method for a Voice Evacuation System for Cannan Elementary, Turner Elementary and Brabham Middle School. Superintendent James recommended the procurement method of these systems to be through a Competitive Sealed Proposal 25-004, B691.

Motion by Scott Carson and seconded by Nikita Lagway to accept the Superintendent's recommendation and approve to proceed with procurement of Voice Evacuation Systems through Competitive Sealed Proposals 25-004 B691. Motion carried unanimously.

Chief of Construction and Operations, Robert Eaton, discussed a resolution conveying, as a nonexclusive easement, a 2.7078-acre tract of real property out of and part of the F.K. Henderson Survey, Abstract Number 248, Montgomery County, Texas. Superintendent James recommended this resolution and the 150 foot buffer with the City of Willis.

Motion by Scott Carson and seconded by Paulett Traylor that the Board execute a resolution (1) authorizing the conveyance of the 2.7078 acre-tract of real property via easement in a form substantially similar to that approved by District's legal counsel and attached to the Resolution; and (2) authorizing the Board President to execute the easement and any other documents necessary to effectuate the conveyance. Motion carried unanimously.

Mr. Eaton discussed the resolution conveying a 0.744 acre non-exclusive easement to the City of Conroe, across district owned property located along the north line of FM 830, Willis, Texas. Superintendent James recommended this resolution and the City of Conroe easement for Brabham Middle School and Meador Elementary.

Motion by Chad Jones and seconded by Nikita Lagway to accept the Superintendent's recommendation and approve a resolution conveying a .744 acre non exclusive easement to the City of Conroe, across District owned property located along the north line of FM 830, Willis, Texas. Motion carried unanimously.

Mr. Eaton discussed the resolution conveying a 3.701 acre tract of real property known as Cannan Road and located in Montgomery County, Texas. Superintendent James recommended this resolution and this conveyance.

Motion by Scott Carson and seconded by Chad Jones that the Board execute a resolution (1) authorizing the conveyance of a 3.701 acre tract of real property, known as Cannan Road, via deed in a form substantially similar to that approved by District's legal counsel and attached to the Resolution; and (2) authorizing the Board President to execute the deed and any other documents necessary to effectuate the conveyance. Motion carried unanimously.

Mr. Eaton discussed the need to purchase five new buses. Superintendent James recommended the purchase of buses in the amount of \$746,950 from Longhorn Bus Sales, LLC. Board Member Scott Carson inquired if these new buses would replace old buses or would they be an addition to the current fleet. He also inquired about banners and possibly a sign on bonus for

CDL bus drivers to promote the hiring of bus drivers. Mr. Eaton responded that the new buses are an addition to the current fleet and that banners are being prepared to promote hiring.

Board Member Cliff Williams shared that Willis ISD is one of very few school districts, who offers transportation to all students no matter the distance from the school.

Motion by Chad Jones and seconded by Scott Carson to accept the Superintendent's recommendation and approve the purchase from Longhorn Bus Sales, LLC in the amount of \$746,950. Motion carried unanimously.

### **BOARD MEMBER COMMENTS**

Board Secretary Chad Jones inquired about current projects. Mr. Eaton shared that the detention pond was finished; the baseball and softball pads are almost done and under budget; contingency for Middle School #3 is 1.5 million; the hay barn contract with Huckabee Architects should be complete in the next thirty days; shot put project granite is 98% done and are still negotiating a price regarding the track extension.

### **SUPERINTENDENT COMMENTS**

Dr. James welcomed those interested in learning more about Willis ISD to attend the Ambassador Academy scheduled for Friday, October 11, 2024.

### **FUTURE BUSINESS / MEETINGS**

The regular November Board Meeting will be held on November 13, 2024 at 5:30 p.m. in the Sharon Hill Jennette Willis ISD Administration Building at 612 N. Campbell Street in Willis.

### **ADJOURNMENT OF REGULAR MEETING**

Motion by Cliff Williams and seconded by Chad Jones to adjourn. Motion carried unanimously.

The meeting adjourned at 11:05 pm.