

The Board of Trustees of the Willis Independent School District will meet in a Special Board Meeting on January 27, 2025 at 4:00 PM. at the Sharon Hill Jennette Administration Building in the Willis ISD Boardroom, 612 N. Campbell Street, Willis, Texas 77378, and the business to be conducted is listed below.

In accordance with Texas Government Code 551.127, one or more members of the Board of Trustees will be participating via video conference call. However, a quorum of the Board and the presiding officer will be physically present at the administration building.

AGENDA

If, during the course of the meeting covered by this notice, the Board of Trustees should determine that a closed or executive meeting of the Board is required, then such closed or executive meeting as authorized by the Texas Open Meetings Act, Texas Government Code Section 551.001 et. seq., will be held by the Board of Trustees at the date, hour and place indicated in this Notice or as soon after the commencement of the meeting covered by this Notice as the Board of Trustees may conveniently meet in such closed or executive session concerning any and all purposes: 551.071, 551.072, 551.073, 551.074, 551.076, 551.082, 551.083, 551.084, and 551.129.

Should any final action, decision, or vote be required in the opinion of the Board of Trustees with regard to any matter considered in such closed or executive meeting or session, then the final action, decision or vote shall be either in open meeting, or at a subsequent public meeting upon notice thereof, as the Board of Trustees shall determine.

CALL MEETING TO ORDER:

President Kyle Hoegemeyer called the Special Business Meeting to order at 4:00 PM and announced that a quorum was present and that notice of the meeting had been posted for the time and manner required by law.

Members Present: Nikita Lagway (via zoom), Cliff Williams, Scott Carson, Charles Perry, Kyle Hogemeyer, and Chad Jones

Members Absent: Paulett Traylor

PUBLIC COMMENTS

There were no public comments.

STANDING INFORMATIONAL AND AD HOC REPORTS & ITEMS

Brabham Middle School Emergency Update – Dr. James reported on a flooding emergency at Brabham Middle School that occurred on Thursday, January 9, 2025, after a large storm. Significant flooding impacted the library due to water coming through an electrical conduit in the slab. Immediate remediation action was taken, and an emergency contract was entered into by the Superintendent pursuant to Willis ISD Board Policy CH (Local). As required by the policy, the Board was notified at the next available meeting. The Superintendent explained that per policy CH (Local), competitive requirements still exist for emergencies. Willis ISD sought cost-plus bids from current Willis ISD vendors using existing Job Order Contracts (JOC). Three bids were received:

- Nash Industries: 10%
- Stewart Builders: 3.5%
- B&C Construction: 15%

The contract was awarded to Stewart Builders.

Board Questions: Discussion ensued regarding the recurring nature of flooding at Bradham Middle School and potential causes, including saturated ground and drainage issues. Chief Officer of Construction and Operation, Bob Eaton responded yes Brabham MS has flooded previously and

today it was confirmed that the issue is drainage from the saturated ground. The Chief of Construction and Operations confirmed the Stewart Builders contract was cost-plus 3.5%.

DISCUSSION AND POSSIBLE ACTION ITEMS

Discuss and Consider Approval of Disposal of Non-Operational HVAC Equipment

Chief Financial Officer, Garrett Matej presented the disposal of three non-operational Carrier HVAC units removed during renovations at Lynn Lucas MS in pursuant to Board Policy CI (Local). The district received an offer of \$10,000 total for all three units from Coastal Recovery. The district had contacted Lemon's Auctioneers to establish fair market value and received an estimate of approximately \$1,000 per unit if sold at auction. The offer from Coastal Recovery includes pickup from the district site.

Board Questions: Have the district disposed of used items previously for example kitchen appliances/stainless steel? Chief Financial Officer responds to his knowledge there has been a few instances but was typically handled by the Superintendent and not presented to the board because the dollar amount did not meet the thresh hole per policy. Also explained that the cafeteria is funded federally and is not quite the same as selling HVACs.

Motion by Chad Jones and second by Scott Carson to accept the Superintendent's recommendation to approve the disposal of the presented Carrier HVAC units for \$10,000 to Coastal Recovery per board policy CI (Local). This motion passed unanimously.

Discuss and Consider Approval of the Willis High School Ninth Grade Expansion Delivery Method of CMAR and the Superintendent to Negotiate with Vendors.

Purchasing Coordinator, Kelly Hughes-Shropshire presented the delivery method for the Willis High School ninth-grade center.

Motion by Chad Jones and second by Scott Carson to accept the Superintendent's recommendation to approve the Delivery Method of CMAR for the Ninth Grade Expansion and delegate authority to negotiate to Dr. James. This motion passed unanimously.

Discuss and Consider Approval of the Selection of Kommercial Kitchens Small-wares Quote for Calfee Middle School.

Purchasing Coordinator, Kelly Hughes-Shropshire presented the selection of Kommercial Kitchen Small-wares for the Calfee MS cafeteria. Three quotes were received from co-ops and Kommercial Kitchens offered the lowest price and is being awarded the contract.

Board Questions: The question was raised as to if there was a RS means and what budget and funding source will the cafeteria kitchen equipment be paid from. The response was that we used a JOC via a co-op. We followed the procurement process to make it federal compliant so if needed we could use federal funds but it will most likely be paid from bond funding.

Motion by Scott Carson and second by Cliff Williams to accept the Superintendent's recommendation to approve selection of Kommercial Kitchens Small-wares Quote for Calfee Middle School. This motion passed unanimously.

Discuss and Consider Approval of Employee Missed Workday Waiver for days missed on Tuesday, January 21, 2025 and Wednesday, January 22, 2025 due to inclement weather

Chief Officer of Human Resources, Robert Whitman requested that the two days missed due to inclement weather on January 21 and 22, 2025 be waived and to pay full compensation.

Motion by Chad Jones and second by Charles Perry to accept the Superintendent's recommendation to waive the missed employee workdays on Tuesday, January 21, 2025 and Wednesday, January 22, 2025 for all employees and pay full compensation to those indicated employees. This motion passed unanimously.

CLOSED SESSION

The Board entered into closed session at 4:10 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. Consultation with Attorney by Phone: Pursuant to Texas Gov't Code §551.071

OPEN SESSION

The Board reconvened into Open Session at 5:33 PM.

Board President, Kyle Hoegemeyer asked if there are any motions from closed session.

There was no motions from closed session.

BOARD MEMBER COMMENTS

There were no comments from the board.

SUPERINTENDENT COMMENTS

Dr. James gave a reminder concerning the upcoming board meetings.

FUTURE BUSINESS/MEETINGS

The Board Meeting will be held on February 12, 2025 at 4:30 PM for TAPR and 5:30 PM Regular Board Meeting.

ADJOURNMENT OF REGULAR MEETING

Motion by Cliff Williams and seconded by Scott Carson to adjourn. Motion carried unanimously, The meeting adjourned at 5:34 PM.