

**MINUTES OF THE BOARD OF TRUSTEES
OF THE MATAGORDA INDEPENDENT SCHOOL DISTRICT**

held on Thursday, the **26th Day of August, 2024** at **6:00 P.M.** in the **Boardroom in the Library** at **717 Wightman Street in Matagorda, Texas 77457.**

The meeting was called to order at 6:00 by Board President Buddy Broussard. A quorum was established. Board members present were Buddy Broussard (President), Tina Keen (Vice President), Cathy Gann (Secretary), Christy Bishop and Luke Rawlings.

Also, present were the following employees of the district: Superintendent, Shannon Chapman and Principal, Kristi Washburn.

The Public Hearing ended at 6:04.

Administrative Reports were presented by Superintendent, Shannon Chapman and Principal, Kristi Washburn. No action was taken.

The minutes from July 1, 2024, August 5, 2024 & August 13, 2024 were presented. A motion to approve the minutes was made by Tina Keen and a second to the motion made by Cathy Gann. The motion was approved by a 5-0 vote.

The District Financial Reports were discussed. No action was taken.

The 2023-2024 Budget amendments were discussed. A motion to approve the amendments as presented and listed in the August 20, 2024 memo (see attached) from Wade Stidevent was made by Buddy Broussard and a second to the motion made by Cathy Gann. The motion was approved by a 5-0 vote.

The Proposed 2024-2025 Budget was discussed. A motion to approve the budget was made by Tina Keen and a second to the motion made by Buddy Broussard. The motion was approved by a 5-0 vote.

The board discussed the Public Hearing Notice on Proposed 2024-2025 Budget & Tax Rate as presented. A motion to approve the 2024-2025 Budget & Tax Rate was made by Christy Bishop and a second to the motion made by Tina Keen. The motion was approved by a 5-0 vote.

The board discussed the Adjunct Faculty Request from the Texas A&M Agrilife Extension. A motion to approve the request was made by Tina Keen and a second to the motion made by Luke Rawlings. The motion was approved by a 5-0 vote.

The Employee Healthcare Contribution for the 2024-2025 Budget was discussed. A motion to approve an increase of \$30 per month made by Christy Bishop and a second to the motion made by Cathy Gann. The motion was approved by a 5-0 vote.

The TASB Property Insurance Renewal for the 2024-2025 Budget was discussed. A motion to approve the renewal as presented was made by Christy Bishop and a second to the motion made by Tina Keen. The motion was approved by a 5-0 vote.

The Copier Lease was discussed. A motion to approve Office Systems for the copier lease was made by Cathy Gann and a second to the motion made by Luke Rawlings. The motion was approved by a 5-0 vote.

The options to dispose of the Maintenance Gator was discussed. A motion to dispose of the Maintenance Gator by the Superintendent for fair market value was made by Buddy Broussard and a second to the motion made by Tina Keen. The motion was approved by a 5-0 vote.

The board went into closed session at 7:04 to discuss personnel for the 2024-2025 school year and the safety and security for the 2024-2025 school year. The board exited closed session at 7:21.

A motion to amend the Board Policies DH (Local) and CKC (Local) was made by Christy Bishop and a second to the motion made by Tina Keen. The motion was approved by a 5-0 vote.

A motion was made to authorize the Superintendent to pursue implementation of the guardian program was made by Christy Bishop and a second to the motion made by Tina Keen. The motion was approved by a 5-0 vote.

The board discussed possible topics to cover at the next meeting. No action was taken.

The meeting was adjourned at 7:28 with a motion made by Christy Bishop and a second to the motion made by Cathy Gann. The motion was approved by a 5-0 vote.

Attachment

TO: Shannon Chapman, Superintendent

FROM: Wade Stidevent, Stidevent Consulting LLC

DATE: August 20, 2024

RE: End of Year Budget Amendments

The purpose of this memo is to recommend Board approval of the end of year budget amendments below. The reason for these amendments is to ensure each function has sufficient appropriations to cover any expenditures (planned or unexpected) deemed necessary through fiscal year end (August 31, 2024). These recommendations are conservative, but if there are known expenditures that will exceed these amendments, please adjust related line items accordingly. These amendment requests don't necessarily mean there will be a need, but to be prepared if there is one. These amendments will not increase or decrease the 2023-2024 Budget. In addition, the amendments need to be listed in the board minutes as written below (and/or edited).

I recommend we amend the budget by...

1. Transferring \$70,000 from Fund 199 Function 91 (Recapture) into Fund 199 Function 11 (Instruction)
2. Transferring \$10,000 from Fund 199 Function 91 (Recapture) into Fund 199 Function 31 (Guidance & Counseling)
3. Transferring \$3,000 from Fund 199 Function 91 (Recapture) into Fund 199 Function 33 (Health Services)
4. Transferring \$5,000 from Fund 199 Function 91 (Recapture) into Fund 199 Function 34 (Transportation)
5. Transferring \$500 from Fund 199 Function 91 (Recapture) into Fund 199 Function 35 (Food Service)
6. Transferring \$10,000 from Fund 199 Function 91 (Recapture) into Fund 199 Function 36 (Extracurricular)
7. Transferring \$100,000 from Fund 199 Function 91 (Recapture) into Fund 199 Function 41 (General Administration)
8. Transferring \$75,000 from Fund 199 Function 91 (Recapture) into Fund 199 Function 51 (Facilities Maintenance)
9. Transferring \$15,000 from Fund 199 Function 91 (Recapture) into Fund 199 Function 71 (Debt Services)
10. Transferring \$10,000 from Fund 199 Function 91 (Recapture) into Fund 240 Function 35 (Food Service)

Let me know if you have any questions

CC: Board of Trustees