

**WILLIS INDEPENDENT SCHOOL DISTRICT
BOARD OF TRUSTEES
AGENDA/NOTICE OF MEETING
SHARON HILL JENNETTE ADMINISTRATION BUILDING
WILLIS ISD BOARDROOM
612 N. CAMPBELL
WILLIS, TEXAS 77378
POSTED: May 27, 2025**

The Board of Trustees of the Willis Independent School District will meet in a Special Board Meeting on May 30, 2025 at 8:00 a.m. 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.

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 8:00 AM 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: Kyle Hoegemeyer, Paulett Traylor, Chad Jones, Nikita Lagway, Scott Carson, Charles Perry, and Cliff Williams

Members Absent:

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

- A. Delivery Method Willis Yates Stadium Bleachers – Co-Op
- B. Delivery Method for Brabham MS Weight Room Expansion
- C. Approval of Final Payment of Baseball and Softball Projects
- D. Approval of Final Payment of WHS Track Extension & Retaining Wall Project
- E. Approval of Final Payment of Yates Stadium Landscape Turf Project
- F. Approval of Final Payment of the House Bill 3 Multi Campus Bi-Directional Amplifier (BDA) System Installation
- G. Approval of Final Payment of the HB3 Ballistic Film Installation

Board Questions and Responses

- **BBAs:** A board member asked if all BBAs were working satisfactorily.
 - **Response:** Yes, they are. The Fire Marshal inspected them last Friday, and everything passed. There was a re-inspection for two campuses, which were also passed.

- **Stadium Bleachers:** A board member inquired if the stadium bleachers would be comparable to previous ones.
 - **Response:** The district sought bids for bleachers, but the costs were higher than anticipated, and the timeline wouldn't allow for installation before football season. Therefore, the district will rent bleachers again this year but will still proceed with the purchasing process. The board is approving a delivery method (Item A) to continue exploring actual costs for future purchase.
 - **Ballistic Film Installation:** A board member asked about the completion of the punch list for the ballistic film installation, noting it was extensive.
 - **Response:** The punch list has been completed.
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The discussion concluded by confirming that Item A on the agenda was solely to approve a delivery method for the bleachers, allowing the district to continue the purchasing process and determine actual costs.

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 8:02 AM. 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. Tex. Gov't Code 551.074.

OPEN SESSION

The Board reconvened into Open Session at 8:20 AM. President Hoegemeyer asked if there are any motions from closed session.

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

Travis Utech, Executive Director of HR, formally introduced two new directors. Mr. Brian Grimm was introduced as the new Director of Maintenance, who has already been working with the district for a few weeks. Additionally, Dr. Sarah Blakelock was introduced as the new Director of Communication. Dr. Blakelock is an elementary-certified teacher with experience in Virginia and Texas, including as a GT specialist in Conroe ISD. She also ran Conroe ISD's communications department for the past 11 years and holds a doctorate in educational professional leadership from the University of Houston. Dr. Sarah Blakelock, Director of Communication expressed her gratitude for the opportunity to serve Willis ISD, emphasizing her passion for public education and her pride in helping implement the district's vision and goals. She also introduced her family present at the meeting: her husband Matt (Chief of Police in Conroe ISD), their five-year-old child Becket, and extended family and friends, whom she considers part of the family she has built throughout her life. She concluded by thanking everyone for inviting her to join the Willis ISD family.

DISCUSSION AND POSSIBLE ACTION ITEMS

Discuss and Consider Approval of the Sub-Varsity Lockers in the WHS Men's Locker Room

Kelly Hughes-Shropshire presented a request for quotes for **locker installation at the high school**. Six vendors initially showed interest, but only three provided quotes after receiving detailed specifications and measurements, which Payton Hardman helped obtain. The lowest bid came from **RFS Sports** for a total of **\$106,788**, covering demolition, dumpster, lockers, installation, and cleanup.

Board Member Question and Response

- **Board Member:** Inquired about the timeline for the project.
 - **Response:** The vendor is still looking at a **12-week timeframe** from the purchase order issue date. The district hopes to receive and install the lockers in **mid-August**, working with Coach Miller to avoid waiting until the end of the season.

Motion by Chad Jones and seconded by Paulett Traylor to accept the Superintendent's recommendation and approve RF Sports for the vendor to replace the lockers at WHS. Motion carried unanimously.

Discuss and Consider Approval of MOU – Montgomery County Food Bank

Kelly Locke, Director of Counseling, requested a **Memorandum of Understanding (MOU) with the Montgomery County Food Bank**. This MOU would establish the **resource center as the North Montgomery County Disaster Relief Site**. This partnership would allow the district to receive **five pallets of food, enough to serve approximately 225 families at no cost**, in the event of a natural disaster. The goal is to be proactive and ready to serve families immediately following a storm, rather than waiting for post-disaster assessments from the food bank.

Board Member Question and Response

- **Board Member:** Inquired about the storage location for the supplies.
 - **Response:** The supplies will be stored in the **right hallway past the education foundation door, all the way to the back**, taking up about 25 feet of space.

Motion by Scott Carson and seconded by Charles Perry to accept the Superintendent's recommendation and approve the MOU with Montgomery County Food Bank. Motion carried unanimously.

BOARD MEMBER COMMENTS

There were no board member comments.

SUPERINTENDENT COMMENS/FUTURE BUSINESS/MEETINGS

Dr. James reported an excellent end to the school year with no issues. The strategic plan is now complete and ready. He highlighted a successful leadership kickoff event held yesterday, where leaders began planning for the summer, new curriculum implementation, and developing their DIPS and SIPS (District and Campus Improvement Plans). He gave a special shout-out to Sarah, John, and their team for organizing the program. Dr. James concluded by expressing anticipation for productive summer learning and upcoming test scores, requesting continued prayers.

The regular Board Meeting will be held on **June 9, 2025 Budget Workshop @ 4:30pm and Regular Board Meeting @ 5:30 pm**

ADJOURNMENT OF REGULAR MEETING

Motion by Cliff Williams and seconded by Paulett Traylor to adjourn. Motion carried unanimously. The meeting adjourned at 8:23 am.

Posting Information

Place: Sharon Hill Jennette Administration Building

Date: May 27, 2025

Time: 8:00 am