

Minutes of Regular Meeting

The Board of Trustees Tomball ISD

1. **OPENING**

The meeting of the Tomball ISD Board of Trustees was called to order at 5:36 p.m. on August 12, 2025. The meeting was recorded in accordance with Gov't Code Section 551.128.

Call to Order

Dr. Michael Pratt, President
Mark Lewandowski, Vice President
John McStravick, Secretary
Tina Salem, Assistant Secretary
Amanda Bass, Trustee
Jennifer Kratky, Trustee
Coco White, Trustee

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
Linda Stoll, Reporting Secretary

- A. Opening Remarks were provided by Coco White.
- B. The pledges were be led by Mark Lewandowski.
- C. The Mission Statement was recited by Jennifer Kratky.

2. **PUBLIC COMMENT ON AGENDA ITEMS**

There were no public comments on agenda items.

3. **CONSENT AGENDA**

- A. Approve the minutes of the Tomball ISD Workshop Meeting held on June 2, 2025
- B. Approve the minutes of the Tomball ISD Regular Meeting held on June 3, 2025
- C. Approve the minutes of the Tomball ISD Workshop Meeting held on June 17, 2025
- D. Approve the minutes of the Tomball ISD Regular Meeting held on June 17, 2025
- E. Approve the following requests for out-of-state field trips for Tomball Memorial High School:
 - Desiree Evrage - Tomball Memorial High School HOSA - Washington Leadership Academy - September 19-24, 2025

- Dustin Kay - Tomball Memorial High School Speech and Debate - Harvard Speech and Debate Tournament - February 13-17, 2026
 - Jed Ragsdale & Jordan White - Tomball Memorial High School Choir - New York City - June 3-8, 2026
 - Dustin Kay - Tomball Memorial High School Speech and Debate - National Speech and Debate Tournament - June 14-20, 2026
- F. Revise the following policy in accordance with new legislative requirements in HB 1481:
- FNCE(LOCAL): Student Conduct - Personal Communication Devices/Electronic Devices
- G. Revise the following policy in accordance with new legislative requirements in Senate Bill 13:
- EFB(LOCAL): Instructional Resources/Library Materials
- H. Accept a donation in the amount of \$150,000.00 from Timber Creek Elementary PTO to Timber Creek Elementary School.
- I. Accept a donation in the amount of \$8,420.89 from West Elementary PTO to West Elementary School.
- J. Accept a donation in the amount of \$17,195 from Creekview Elementary PTO to Creekview Elementary School.
- K. Accept a donation in the amount of \$8,016.09 from Rosehill Elementary PTO to Rosehill Elementary School.
- L. Accept a donation of a smoker valued at \$15,000.00 from Tejas BBQ to support TISD competitive BBQ Teams.
- M. Approve budget amendments and revised projected balances for major funds.
- N. Information regarding employment of professional personnel to work under a One-Year Probationary Contract, One-Year Probationary Dual Assignment Contract, for the 2025-2026 and School Year at the Tomball ISD Salary Schedule, subject to assignment.

A motion was made by Mark Lewandowski and seconded by Tina Salem to approve the Consent agenda.

The motion passed unanimously 7-0.

All those in favor: McStravick, Pratt, Lewandowski, Salem, Bass, White, Kratky

4. **CONSIDERED AGENDA**

- A. Designate a delegate and alternate for the TASB 2025 Delegate Assembly. (Goal 2)
 Dr. Pratt made a motion to designate Dr. Pratt as delegate and John McStravick as alternate. The motion was seconded by John McStravick.
 The motion passed unanimously 7-0.
 All those in favor: McStravick, Pratt, Lewandowski, Salem, Bass, White, Kratky
- B. Approve the Tomball ISD Student Code of Conduct for the 2025-2026 school year. (Goal 2)
 A motion was made by John McStravick and seconded by Coco White.
 The motion passed unanimously 7-0.
 All those in favor: McStravick, Pratt, Lewandowski, Salem, Bass, White, Kratky

- C. Approve the 2025-2026 Texas Teacher Evaluation and Support System (T-TESS) Appraisers list. (Goal 1)
A motion was made by Mark Lewandowski and seconded by Tina Salem.
The motion passed unanimously 7-0.
All those in favor: McStravick, Pratt, Lewandowski, Salem, Bass, White, Kratky
- D. Adopt a resolution identifying hazardous routes that exist within two (2) miles of district campuses. (Goal 5)
A motion was made by Coco White and seconded by Amanda Bass.
The motion passed unanimously 7-0.
All those in favor: McStravick, Pratt, Lewandowski, Salem, Bass, White, Kratky
- E. Approve the 2025-2026 Memorandum of Understanding between Tomball ISD and the Montgomery County Juvenile Justice Alternative Education Program (JJAEP). (Goal 5)
A motion was made by John McStravick and seconded by Coco White.
The motion passed unanimously 7-0.
All those in favor: McStravick, Pratt, Lewandowski, Salem, Bass, White, Kratky
- F. Approve the Memorandum of Understanding between Tomball ISD and the Harris County Juvenile Justice Alternative Education Program (JJAEP). (Goal 5)
A motion was made by Coco White and seconded by John McStravick.
The motion passed unanimously 7-0.
All those in favor: McStravick, Pratt, Lewandowski, Salem, Bass, White, Kratky
- G. Approve the Application for Optional Flexible School Day Program for SY 2025-2026. (Goal 2)
A motion was made by Amanda Bass and seconded by Tina Salem.
The motion passed unanimously 7-0.
All those in favor: McStravick, Pratt, Lewandowski, Salem, Bass, White, Kratky
- H. Approve the interlocal agreement with Harris County for School Resource Officer services. (Goal 5)
A motion was made by Coco White and seconded by Mark Lewandowski.
The motion passed unanimously 7-0.
All those in favor: McStravick, Pratt, Lewandowski, Salem, Bass, White, Kratky
- I. Accept a contract with Finalsite in the amount \$153,580 for a two-way chat and mobile app using Strategic Plan & general funds. (Goal 4)
A motion was made by John McStravick and seconded by Amanda Bass.
The motion passed unanimously 7-0.
All those in favor: McStravick, Pratt, Lewandowski, Salem, Bass, White, Kratky
- J. Approve an increase of \$70,628.38 for the purchase of child nutrition equipment at Tomball West High School for Stafford Smith Inc. under RFP #965-24 increasing the contract from \$2,832,709 to \$2,903,337.38, project originally approved in April of 2024. (Goal 8)

A motion was made by John McStravick and seconded by Mark Lewandowski.
The motion passed unanimously 7-0.

All those in favor: McStravick, Pratt, Lewandowski, Salem, Bass, White, Kratky

- K. Approve an increase of \$28,876 to the amount originally approved for construction of Early Excellence Academy sidewalks, increasing the total amount from \$120,809.88 to \$149,685.88 using Bond 2021 funds. (Goal 8)

A motion was made by Tina Salem and seconded by Coco White.

The motion passed unanimously 7-0.

All those in favor: McStravick, Pratt, Lewandowski, Salem, Bass, White, Kratky

- L. Approve an increase of \$332,352.16 to the RFQ #956-23 contract for Millennium Project Solutions for construction on renovations at Tomball Innovation Center Building #6 CTE from \$3,500,000 to \$3,832,352.16, with no increase to the overall budget of \$4,300,000 originally approved in November 2023 using Bond 2021 funds.(Goal 8)

A motion was made by John McStravick and seconded by Amanda Bass.

The motion passed unanimously 7-0.

All those in favor: McStravick, Pratt, Lewandowski, Salem, Bass, White, Kratky

- M. Approve an increase of \$97,932.72 to the RFQ #971-24 contract for Millennium Project Solutions for equipment related to renovations at the Tomball High School Cafeteria from \$1,419,423.29 to \$1,517,356.01, with no increase to the overall budget of \$4,500,000 originally approved in March 2024 using Child Nutrition and Bond 2021 funds.(Goal 8)

A motion was made by John McStravick and seconded by Tina Salem.

The motion passed unanimously 7-0.

All those in favor: McStravick, Pratt, Lewandowski, Salem, Bass, White, Kratky

- N. Approve an increase of \$124,407.46 to the RFQ #964-24 contract for Millennium Project Solutions for construction on renovations of the Tomball High School CTE from \$8,382,000 to \$8,506,407.46, with no increase to the overall budget of \$10,000,000 originally approved in February 2024 using Bond 2021 funds.(Goal 8)

A motion was made by John McStravick and seconded by Amanda Bass.

The motion passed unanimously 7-0.

All those in favor: McStravick, Pratt, Lewandowski, Salem, Bass, White, Kratky

- O. Approve the recommendation to accept the negotiated fixed fee amount of \$9,902,130 for Construction Manager-Agent/Project Manager for Bond 2025 projects and approve Work Authorization #9 and #10. (Goal 8)

A motion was made by John McStravick and seconded by Amanda Bass.

The motion passed unanimously 7-0.

All those in favor: McStravick, Pratt, Lewandowski, Salem, Bass, White, Kratky

- P. Approve the purchase of seventeen (17) vehicles for the Maintenance Department from Parkway Chevrolet in the amount of \$953,932.60 utilizing purchasing co-op contract Buyboard 698-23 using Bond 2025 funds. (Goal 8)

A motion was made by Tina Salem and seconded by John McStravick.
The motion passed unanimously 7-0.
All those in favor: McStravick, Pratt, Lewandowski, Salem, Bass, White, Kratky

- Q. Approve the purchase of eleven (11) vehicles from Parkway Chevrolet for the custodial department in the amount of \$470,063.67 utilizing purchasing co-op contract Buyboard 698-23 using Bond 2025 funds. (Goal 8)
A motion was made by Tina Salem and seconded by Amanda Bass.
The motion passed unanimously 7-0.
All those in favor: McStravick, Pratt, Lewandowski, Salem, Bass, White, Kratky
- R. Approve the negotiated fee amount of 6% and contract amount of \$2,700,000 with Huckabee Architects for architectural plans and construction of the replacement intermediate school for Tomball Intermediate, under RFQ #993-25 approved in June of 2025 using Bond 2025 funds. (Goal 8)
A motion was made by Coco White and seconded by John McStravick.
The motion passed unanimously 7-0.
All those in favor: McStravick, Pratt, Lewandowski, Salem, Bass, White, Kratky
- S. Approve the recommendation to select Facilities Sources to replace existing high volume low speed (hvls) fans at the following facilities: Tomball High School agricultural barn, Tomball Memorial High School agricultural barn and Tomball Innovation Center building #4 warehouse in the amount of \$268,386.57 utilizing purchasing co-op contract Choice Partners 21/039MR-05 using Bond 2025 funds. (Goal 8)
A motion was made by Mark Lewandowski and seconded by John McStravick.
The motion passed unanimously 7-0.
All those in favor: McStravick, Pratt, Lewandowski, Salem, Bass, White, Kratky
- T. Approve the recommendation to select Hunton Services to complete the replacement and Renewal rebuild of chillers, air handler units, and outside air handler units located at the Tomball High School Field House in the amount of \$1,301,732 utilizing purchasing co-op contract Choice Partners 22/049MF-11 using Bond 2025 funds. (Goal 8)
A motion was made by Coco White and seconded by John McStravick.
The motion passed unanimously 7-0.
All those in favor: McStravick, Pratt, Lewandowski, Salem, Bass, White, Kratky
- U. Approve the recommendation to select Automated Logic to upgrade all building automated system controls located at the Tomball High School Field House in the amount of \$194,900.00 utilizing purchasing co-op contract Buyboard 720-23 using Bond 2025 funds. (Goal 8)
A motion was made by Coco White and seconded by John McStravick.
The motion passed unanimously 7-0.
All those in favor: McStravick, Pratt, Lewandowski, Salem, Bass, White, Kratky

- V. Approve the recommendation to select Hunton Services to complete the R'newal rebuild of thirty-two (32)air handler units located at Tomball Junior High School in the amount of \$1,166,822.34 utilizing purchasing co-op contract Choice Partners 22/049MF-11 using Bond 2025 funds. (Goal 8)
A motion was made by Tina Salem and seconded by John McStravick.
The motion passed unanimously 7-0.
All those in favor: McStravick, Pratt, Lewandowski, Salem, Bass, White, Kratky
- W. Award RFP 991-25/27 Charter Bus and Tour Booking Services to multiple vendors. The term of this proposal will be from September 1, 2025 through June 30, 2026, with automatic renewals for an additional two years. (Goal 8)
A motion was made by John McStravick and seconded by Amanda Bass.
The motion passed unanimously 7-0.
All those in favor: McStravick, Pratt, Lewandowski, Salem, Bass, White, Kratky
- X. Approve the purchase of seventeen (17) model C3411 CE school buses and seven (7) model C2608 CE school buses from Longhorn Bus Sales for the purpose of home-to-school transportation for both regular and special education students in the amount of \$3,910,896.00 utilizing BuyBoard contract #722-23 using Bond 2025 funds. (Goal 8)
A motion was made by Coco White and seconded by Tina Salem.
The motion passed unanimously 7-0.
All those in favor: McStravick, Pratt, Lewandowski, Salem, Bass, White, Kratky
- Y. For the 2025-2026 school year, we delegate contractual authority to obligate the school district under Texas Education Code (TEC) §11.1511(c)(4) to the Superintendent, solely for the purpose of obligating the District under TEC, §48.257 and TEC, Chapter 49, Subchapters A and D, and the rules adopted by the Commissioner of Education as authorized under TEC, 49.006. This includes approval of the Agreement for the Purchase of Attendance Credit (Netting Chapter 48 Funding). (Goal 8)
A motion was made by Mark Lewandowski and seconded by Amanda Bass.
The motion passed unanimously 7-0.
All those in favor: McStravick, Pratt, Lewandowski, Salem, Bass, White, Kratky
- Z. Approve an increase of \$91,203 in Year 2 and \$160,578 in Year 3 of the RFP #961-24/26 Grounds Maintenance contract for Spring Nursery & Landscape Inc., with a new contract total of \$640,325 for Year 2 and \$723,845 in Year 3. (Goal 8)
A motion was made by John McStravick and seconded by Tina Salem.
The motion passed unanimously 7-0.
All those in favor: McStravick, Pratt, Lewandowski, Salem, Bass, White, Kratky
- AA. Approve the Superintendent's Salary and Benefits for 2025-2026 and the extension of the Superintendent's Contract. (Goal 8)
John McStravick made a motion to amend Dr. Martha Salazar-Zamora's contract to (a) extent the contract by one additional year out to 2030, (b) increase her base salary by 1%, (c) increase her retirement account contributions by a total of \$1000,

(d) increase her longevity payment by \$4,000 per year and provide for it to be paid in equal monthly installments with an obligation for her to return to the District all such payments made during the then-current contract year if she is not still employed as Superintendent on the last day of the then-current contract year, and (e) provide that the District shall pay, as supplemental salary, a portion of the Superintendent's monthly contribution to the Texas Teacher Retirement System (for retirement only) in an amount of 4.7% of her total eligible compensation, all in accordance with the proposed amendments set forth on the sheet provided to each trustee at their place on the dais. The motion was seconded by Mark Lewandowski. The motion passed 6-1.

All those in favor: McStravick, Pratt, Lewandowski, Salem, Bass, White

All those against: Kratky

5. RESIGNATIONS AND RETIREMENTS

6. ENROLLMENT REPORT

7. FINANCE AND TAX REPORTS

8. PUBLIC COMMENT ON NON-AGENDA ITEMS

There were no public comments on non-agenda items.

9. CLOSED SESSION

The Board of Trustees convened in a closed meeting at 6:53 p.m. for the purposes authorized by the Texas Open Meetings Act including but not limited to the following sections and purposes:

- A. Tex. Gov' t Code § 551.071: Consultation with Board Attorney regarding all matters as authorized by law
- B. Tex. Gov' t Code § 551.072: Deliberation regarding purchase, exchange, lease, or value of real property
- C. Tex. Gov' t Code § 551.074: Deliberation regarding appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.
- D. Tex. Gov' t Code § 551.076: Deliberation Regarding Security Personnel or Devices

10. RECONVENE IN OPEN SESSION

The Board of Trustees reconvened in the open meeting at 7:36 p.m.

11. BOARD COMMENTS

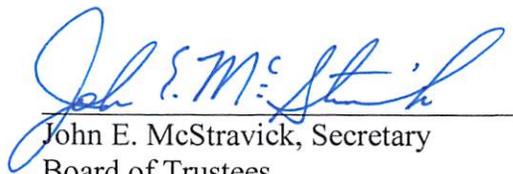
12. ADJOURNMENT

A motion was made by Coco White and seconded by Tina Salem to adjourn the meeting at 7:36 p.m. The motion passed unanimously 7-0.

All those in favor: McStravick, Pratt, Lewandowski, Salem, Bass, White, Kratky



Dr. Michael Pratt, President
Board of Trustees
Tomball Independent School District



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