



Board of Trustees Regular Meeting - Dec 08 2025 Minutes

Monday, December 8, 2025 at 5:45 PM

FISD Boardroom - 402 Laurel Dr., Friendswood, TX

Page

1. Meeting Opening

1.01 Call to Order at 5:45pm

The meeting was called to order at 5:45PM.

1.02 Establish Quorum

Trustee Hobratschk, Trustee Rhodes, Trustee Egert, and Trustee Hopkins were all present on the dais.

2. Recess to Executive Session

2.01 Recess to closed or executive session pursuant to Texas Government Code, 551.074 Personnel Matters: To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee; and Texas Government Code 55.071; Consultation with Attorney

The Board recessed to Executive Session at 5:46pm and reconvened at 6:39pm.

3. Reconvene to Open Session

3.01 Invocation

3.02 Pledge of Allegiance

3.03 Pledge to the Texas Flag

4. Recognitions and Celebrations

4.01 Making a Difference

The Board honored four staff members for Making A Difference in Friendswood ISD:

Special Education

- Brandy Williams- Therapeutic Education Center Paraprofessional- 2 years with FISD
- Randi Garza- District-wide Orientation and Mobility Specialist- 1 year with FISD

Windsong Elementary

- Brittany Wiggins- 4th grade Teacher- 4 years with FISD
- Karen McLaran- Special Education Para- 2 years with FISD

4.02 Celebration of Excellence

The Board celebrated the following groups for their achievements in FISD:

Friendswood HS Volleyball

Friendswood HS Band

FEF Scholarship Winners

FHS Thespians

Honor of Retirees

5. Audience Participation

5.01 Procedures for Audience Participation

Sally Branson requested to speak to the Board to inform them about a new award from the Historical Society. The Historical Society will be taking nominees for the Joycina Baker award for volunteerism in the City.

6. Consent Agenda





I recommend approval of consent agenda 6.01 - 6.04 as presented.

Moved by: Rebecca Hillenburg

Seconded by: David Montz

Yea Rebecca Hillenburg, Beau Egert, Daniel Hopkins, David Montz, Niki Rhodes, Ralph Hobratschk, and Laura Seifert

Motion Carries 7-0

- 6.01 Consider approval of Minutes November 10, 2025 # - #
[Board of Trustees Regular Meeting - Nov 10 2025 - Minutes - Html](#) 
- 6.02 Consider approval of Minutes November 17, 2025 # - #
[Board Workshop - Nov 17 2025 - Minutes - Html](#) 
- 6.03 Consider Approval of Gifts and Donations # - #
[November 2025 Donations.pdf](#) 
- 6.04 Consider Approval of Budget Amendment # - #
[December 2025 Budget Amendments.pdf](#) 
- 6.05 Consider Renewal of Facility Use Agreement with High Point Church of Texas for One Year # - #
High Point Church is currently renting Friendswood Junior High on Sundays through December 31, 2025. The tenant has requested to extend the lease through December 31, 2026 and add an additional option renewal term. The areas requested for use are the Auditorium, Cafeteria, Girls Gym, and Classrooms No. 5106, 5107, 5109. The monthly rental fee will be \$8,994 and will generate district revenue in the amount of \$107,928 for the year. The agreement also allows for the district to grant an additional term of two optional one(1) year renewal terms in the same amount per month. District Legal Counsel recommended an alternative type of agreement for "non-school use of the district's facilities", deemed more applicable for facility use rentals as well as enclosing the board's local policy GKD Local. The Facility Use Agreement is attached for review.

7. Action Items

7.01 Consider Approval of the August 31, 2025, Annual Financial and Compliance Report

A representative from Whitley Penn, LLP reported on the examination conducted on the District's financial operations and answer any questions. The district received **clean, unmodified opinions** on all major parts of the audit, including financial statements, internal controls, and the federal single audit (Special Education program). Overall, the audit shows strong financial management and no significant issues.

I recommend approval of the August 31, 2025, Annual Financial and Compliance Report, as presented.

Moved by: Beau Egert

Seconded by: Laura Seifert

Yea Rebecca Hillenburg, Beau Egert, Daniel Hopkins, David Montz, Niki Rhodes, Ralph Hobratschk, and Laura Seifert

Motion Carries 7-0

7.02 Consider Approval of the Issuance of a Request for Qualification (RFQ) for Construction Manager at Risk for the Foundation Projects at Friendswood High School and Friendswood ISD Administration Building

The speaker recommends using the Construction Manager at Risk (CMAR) method for the upcoming construction project. CMAR allows the district, architect, and contractor to begin collaborating early, thoroughly reviewing the project and establishing a Guaranteed Maximum Price (GMP). This shifts much of the financial risk to the contractor, reduces unexpected change orders, speeds up the project, and

ensures clearer pricing upfront—making it a better fit for this project and the next one.

I recommend approval of the issuance of a request for qualification (RFQ) for construction manager at risk for the foundation projects at Friendswood High School and Friendswood ISD Administration Building as presented.

Moved by: Laura Seifert

Seconded by: Niki Rhodes

Yea Rebecca Hillenburg, Beau Egert, Daniel Hopkins, David Montz, Niki Rhodes, Ralph Hobratschk, and Laura Seifert

Motion Carries 7-0

7.03 Consider Approval of the Issuance of a Request for Qualification (RFQ) for Construction Manager at Risk for Multi-Campus HVAC and Electrical Projects

The speaker recommends using the Construction Manager at Risk (CMAR) method for the upcoming construction project. CMAR allows the district, architect, and contractor to begin collaborating early, thoroughly reviewing the project and establishing a Guaranteed Maximum Price (GMP). This shifts much of the financial risk to the contractor, reduces unexpected change orders, speeds up the project, and ensures clearer pricing upfront—making it a better fit for this project and the next one.

I recommend approval of the issuance of a request for qualification (RFQ) for construction manager at risk for the multi-campus HVAC and electrical projects as presented.

Moved by: Niki Rhodes

Seconded by: Laura Seifert

Yea Rebecca Hillenburg, Beau Egert, Daniel Hopkins, David Montz, Niki Rhodes, Ralph Hobratschk, and Laura Seifert

8. Information Items

8.01 Safety Update

Cline Elementary met all requirements of the State Security audit held on December 1st, 2025 by the Texas School Safety Center. TEA requires notification to the Board of Trustees of the results of all campus safety audits.

8.02 Information on 2026-2027 Academic Calendar

The district is developing the **2026–27 school calendar**, following requirements such as 75,000 minimum annual minutes, four-hour minimum school days, and built-in weather-makeup minutes. Guiding principles include a mid-week start, traditional holiday breaks, and ending school by Memorial Day, though the late Memorial Day that year limits flexibility. The draft calendar timeline includes committee reviews in early December, public posting on December 17, staff feedback, and board approval in January. Two calendar options were presented. Both options meet required minutes and follow similar holiday structures; differences mainly involve start date and fall break format.

8.03 Teacher Incentive Allotment Update

The Teacher Incentive Allotment (TIA) rewards teachers based on student growth and engagement, with a rubric where 3 = solid, 3.7 = target for higher incentives, and 5 = exemplary. Last year was a pilot year for data collection, with teacher observation and student growth scores submitted to TEA; official validation is expected in February and payments in August. Teachers don't officially know their designation until validated, though they can calculate it themselves. TIA serves as a retention tool—designations follow teachers on their certificates for five years, but payments require staying in the district. First-year rollout has been challenging due to balancing growth, engagement, and cultural adjustments in classrooms.

8.04 Discussion on contents of Update 126

The team is reviewing and internalizing district policies and administrative procedures before the policy committee meets on December 16 and the board in January. Key updates include new artificial intelligence guidance, restroom labeling rules, changes to construction thresholds, and updated employee and student grievance processes with calendar-day timelines and a “remand” option. Curriculum will be posted for parent review, special education recording rules are expanded, standardized math benchmarks are required, and two parent-teacher conferences per year are mandated. A portal on the district homepage will centralize notifications, forms, and procedures for parents. The board will also need to decide on designated time for prayer/study in the school day. The team will continue to review and be ready for local policy adoption on January 20th.

8.05 Friendswood Education Foundation Annual Report

The foundation celebrated its 25th anniversary with a gala, Silver Spotlight video series, and a 25-day Adopt-A-Grant countdown, honoring current and past board members. Board development included onboarding a new director and ongoing chair workshops. Staff growth included expanding Christina’s role to full-time, and participation in national education foundation programs brought new ideas. Program highlights: over 600 grants totaling \$450,000 were funded, including endowed and legacy grants, with student grant committees actively managing funds. Scholarships totaled 42 awards over \$78,000, and end-of-year awards recognized staff and parents. Fundraising was strong, raising over \$769,000 through the gala, sporting events, new employee luncheon, and annual giving campaigns, with endowment growth targeted to \$3.5 million. Looking ahead, the foundation will emphasize legacy grants, corporate partnerships, sustainability, and a new teacher shopping event in fall 2026 to support classroom setup.

9. Financial Reports

9.01 Balance Sheets

	November 2025 General Fund.pdf 	
	November 2025 Capital Projects.pdf 	
	November 2025 Debt Service.pdf 	
	November 2025 Special Revenue.pdf 	
9.02	Monthly Check Register and Payroll Summary Report	# - #
	November 2025 Check Register by Fund.pdf 	
	November 2025 Payroll File.pdf 	
9.03	Monthly Investment Report	# - #
	November 2025 Monthly Investment Report.pdf 	
9.04	Revenue and Expenditure Reports	# - #
	November 2025 Exp Comparison Report.pdf 	
	November 2025 Rev Comparison Report.pdf 	
	November 2025 Rev & Exp.pdf 	
	November 2025 Summary of Expenditures Status Report.pdf	
		
	November 2025 Summary of Expenditures.pdf 	
9.05	School Lunch Fund	# - #
	November 2025 Food Service Report.pdf 	
9.06	Tax Assessor Collector's Report	# - #
	November 2025 Tax Office Report.pdf 	
9.07	Bond 2020 Financial Report	# - #
	November 2025 Bond Report.pdf 	
9.08	Capital Projects and Priority Maintenance Update	# - #

[December 2025 Capital Projects and PM Report.pdf](#) 

9.09 Quarterly Investment Report

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[Quarterly Investment Report 11.30.25.pdf](#) 

10. Superintendent's and Board Members' Reports and Announcements

10.01 Superintendent's Report

10.02 Board Members' Report

11. Adjourn

I recommend adjourning this meeting.

Moved by: David Montz

Seconded by: Laura Seifert

Yea Rebecca Hillenburg, Beau Egert, Daniel Hopkins, David Montz, Niki Rhodes, Ralph Hobratschk, and Laura Seifert

Motion Carries 7-0

The Board adjourned at 9:19PM

Board President

Board Secretary