

# Minutes of Regular Meeting

## The Board of Trustees Tomball ISD

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### 1. **OPENING**

The meeting of the Tomball ISD Board of Trustees was called to order on December 9, 2025 at 5:32 p.m. 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  
Janice Tadlock, Reporting Secretary

- A. Opening Remarks were provided by Tina Salem.
- B. Pledges were led by Jennifer Kratky.
- C. Mission Statement was recited by Coco White.

### 2. **PUBLIC COMMENT ON AGENDA ITEMS**

There were no public comments on agenda items.

### 3. **PUBLIC COMMENT ON NON-AGENDA ITEMS**

There were no public comments on non-agenda items.

### 4. **REORGANIZE THE BOARD**

- A. Nominate and Elect School Board President.  
Mark Lewandowski was elected as School Board President.
- B. Nominate and Elect School Board Vice President.  
John E. McStravick was elected as School Board Vice President.
- C. Nominate and Elect School Board Secretary.  
Dr. Michael Pratt was elected as School Board Secretary.
- D. Nominate and Elect School Board Assistant Secretary.  
Amanda Bass was elected as School Board Assistant Secretary.

**5. CONSENT AGENDA**

- A. Approve the minutes of the Tomball ISD Workshop Meeting held on November 10, 2025.
- B. Approve the minutes of the Tomball ISD Special Meeting held on November 10, 2025.
- C. Approve the minutes of the Tomball ISD Regular Meeting held on November 11, 2025.
- D. Approve proposed library material and donation acquisitions, in accordance with EFB (LOCAL).
- E. 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.
- F. Approve budget amendments and revised projected balances for major funds.
- G. Approve check register for November 2025.
- H. Add, revise, or delete (LOCAL) policies as presented:
  - BE(LOCAL): BOARD MEETINGS
  - BED(LOCAL): BOARD MEETINGS - PUBLIC PARTICIPATION
  - CJ(LOCAL): CONTRACTED SERVICES
  - CJA(LOCAL): CONTRACTED SERVICES - BACKGROUND CHECKS AND REQUIRED REPORTING
  - CLE(LOCAL): BUILDINGS, GROUNDS, AND EQUIPMENT MANAGEMENT - REQUIRED DISPLAYS
  - CQB(LOCAL): TECHNOLOGY RESOURCES - CYBERSECURITY
  - CQD(LOCAL): TECHNOLOGY RESOURCES - ARTIFICIAL INTELLIGENCE
  - CSA(LOCAL): FACILITY STANDARDS - SAFETY AND SECURITY
  - CV(LOCAL): FACILITIES CONSTRUCTION
  - DBD(LOCAL): EMPLOYMENT REQUIREMENTS AND RESTRICTIONS - CONFLICT OF INTEREST
  - DEC(LOCAL): COMPENSATION AND BENEFITS - LEAVES AND ABSENCES
  - DFBB(LOCAL): TERM CONTRACTS - NONRENEWAL
  - DH(LOCAL): EMPLOYEE STANDARDS OF CONDUCT
  - EED(LOCAL): INSTRUCTIONAL ARRANGEMENTS - LESSON PLANS
  - EFA(LOCAL): INSTRUCTIONAL RESOURCES - INSTRUCTIONAL MATERIALS
  - EHBAF(LOCAL): SPECIAL EDUCATION - VIDEO/AUDIO MONITORING
  - EIA(LOCAL): ACADEMIC ACHIEVEMENT - GRADING/PROGRESS REPORTS TO PARENTS
  - FA(LOCAL): PARENT RIGHTS AND RESPONSIBILITIES
  - FEF(LOCAL): ATTENDANCE - RELEASED TIME
  - FFAC(LOCAL): WELLNESS AND HEALTH SERVICES - MEDICAL TREATMENT
  - FFB(LOCAL): STUDENT WELFARE - CRISIS INTERVENTION
  - FFF(LOCAL): STUDENT WELFARE - STUDENT SAFETY
  - FFG(LOCAL): STUDENT WELFARE - CHILD ABUSE AND NEGLECT
  - FO(LOCAL): STUDENT DISCIPLINE

GKA(LOCAL): COMMUNITY RELATIONS — CONDUCT ON SCHOOL PREMISES

EI(LOCAL): ACADEMIC ACHIEVEMENT

A motion was made by John McStravick and seconded by Tina Salem to approve the Consent agenda.

The motion passed unanimously 7-0.

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

**6. CONSIDERED AGENDA**

A. Appoint two members of the Tomball ISD School Board to serve on the Audit Committee. (Goal 2)

Coco White and Michael Pratt were appointed to the Audit Committee.

B. Appoint two members of the Tomball ISD School Board to serve on the Policy Committee. (Goal 2)

Amanda Bass and John McStravick were appointed to the Policy Committee.

C. Appoint two members of the Tomball ISD School Board to serve on the Budget Committee. (Goal 2)

Coco White and John McStravick were appointed to the Budget Committee.

D. Appoint two members of the Tomball ISD School Board to serve on the Advocacy Committee. (Goal 2)

Amanda Bass and Jennifer Kratky were appointed to the Advocacy Committee.

E. Approve the 2026 Local Calendar for purposes of the Texas Public Information Act. (Goal 2)

A motion was made by Coco White and seconded by John McStravick.

The motion passed unanimously 7-0.

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

F. Approve a 4 year contract with Transfr VR for Transfr Trek (Career Exploration) in the amount of \$114,500.00 using Strategic Plan Funds. (Goals 6,7,9)

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

The motion passed unanimously 7-0.

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

G. Approve Clearhope Contract Addendum to extend the term of the current contract from January 1,2026 to December 31, 2028 in the amount of \$400,000.00 for Tier 3 supplemental counseling using the Tomball Regional Health Foundation grant. (Goal 5)

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

The motion passed unanimously 7-0.

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

H. Approve the purchase of furniture and equipment for Tomball West High School from School Specialty in the amount of \$5,914,586.67 utilizing OMNIA Partners

contract R230305 with a not to exceed furniture budget of \$6,000,000.00 using Bond 2021 funds. (Goal 8)

A motion was made by Amanda Bass and seconded by Tina Salem.

The motion passed unanimously 7-0.

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

- I. Approve a budget increase of \$50,000.00 for the completion of sidewalks at the Early Excellence Academy increasing the budget from \$149,685.88 to \$199,685.88 using Bond 2021 funds. (Goal 8)

A motion was made by John McStravick and seconded by Coco White.

The motion passed unanimously 7-0.

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

- J. Approve the purchase of security cameras for Tomball West High School from Preferred Technologies, LLC in the amount of \$578,392.50 including a contingency budget of \$75,442.50 utilizing purchasing cooperative DIR-CPO-4742 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: Salem, Pratt, McStravick, Lewandowski, Bass, Kratky, White.

- K. Approve the selection of Arcadis as the architectural firm for security vestibule additions at various campuses and authorize the CFO to finalize contract negotiations using Bond 2021 funds. (Goal 8)

A motion was made by Jennifer Kratky and seconded by Coco White.

The motion passed unanimously 7-0.

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

- L. Approve PBK Architects' architectural fee of 6.25% for the new Multi-Program Activity Center at Tomball High School with total cost of \$1,125,000.00 based on an estimated \$18,000,000.00 construction budget using Bond 2025 funds. (Goal 8)

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

The motion passed unanimously 7-0.

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

- M. Approve PBK Architects' architectural fee of 4.5% for the new Multi-Program Activity Center at Tomball Memorial High School with total cost of \$810,000.00 based on an estimated \$18,000,000.00 construction budget using Bond 2025 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: Salem, Pratt, McStravick, Lewandowski, Bass, Kratky, White

- N. Approve PBK Architects' architectural fee of 4.5% for the new Multi-Program Activity Center at Tomball West High School with total cost of \$810,000.00 based on an estimated \$18,000,000.00 construction budget 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: Salem, Pratt, McStravick, Lewandowski, Bass, Kratky, White

- O. Approve the purchase of 30 standard transportation buses and 10 special education transportation buses from Longhorn Bus Sales utilizing purchasing cooperative Buyboard 722-23 in the amount of \$6,504,800.00 using Bond 2025 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: Salem, Pratt, McStravick, Lewandowski, Bass, Kratky, White

- P. Approve the selection of VLK Architects as the architectural firm for the installation of artificial turf and other athletic facility improvements and authorize the CFO to finalize contract negotiations using Bond 2025 funds. (Goal 8)

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

The motion passed unanimously 7-0.

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

- Q. Approve the purchase of a parcel of land consisting of approximately 5.2503 acres located near Shaw Road in Harris County, Texas to be used for District facilities and related purposes; and authorize Superintendent or its designee to negotiate and execute a final sale and purchase agreement with a purchase price of approximately \$2,172,679.00 as well as any related necessary amendments, closing documents, and other post-closing documents using Bond 2025 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: Salem, Pratt, McStravick, Lewandowski, Bass, Kratky, White

- R. Approve the purchase of a parcel of land consisting of approximately 2.2379 acres located near Shaw Road in Harris County, Texas to be used for District facilities and related purposes; and authorize Superintendent or its designee to negotiate and execute a final sale and purchase agreement with a purchase price of approximately \$926,087.80 as well as any related necessary amendments, closing documents, and other post-closing documents using Bond 2025 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: Salem, Pratt, McStravick, Lewandowski, Bass, Kratky, White

- S. Approve the purchase of Employee Timekeeping System from UKG in the amount of \$351,945.00 utilizing purchasing cooperative OMNIA Partners 24-6833 using Bond 2021 and General 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: Salem, Pratt, McStravick, Lewandowski, Bass, Kratky, White

- T. Approve new Tomball ISD high school attendance boundaries effective for the 2026-2027 school year as recommended by administration. (Goal 2)

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

- U. It is recommended that the Board of Education render a finding under Texas Administrative Code section 249.14(g) that good cause did not exist as required by Texas Education Code sections 21.105(c), 21.160 (c), or 21.210(c) for the following educator: Kayley Brown (Goal 1)

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

- V. Accept the resignation of Board Trustee, Tina Salem. (Goal 2)

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

**7. RESIGNATIONS AND RETIREMENTS**

**8. ENROLLMENT REPORT**

**9. FINANCE AND TAX REPORTS**

**10. CLOSED SESSION**

The Board of Trustees convened in a closed meeting at 6:22 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

**11. RECONVENE IN OPEN SESSION**

The Board reconvened in open meeting at 8:21 p.m.

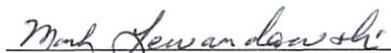
**12. BOARD COMMENTS**

**13. ADJOURNMENT**

A motion was made by Coco White and seconded by John McStravick to adjourn the meeting at 8:23 p.m.

The motion passed unanimously 7-0.

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



Mark Lewandowski, President  
Board of Trustees  
Tomball Independent School District



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