

December 10, 2025

The Board of Trustees of Willis ISD met in Regular Business Session on December 10, 2025 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.

#### CALL MEETING TO ORDER

President Kyle Hoegemeyer called the Regular Business Meeting to order at 5:42 PM and announced that a quorum was present and that notice of the meeting had been posted for the time and manner required by law.

Board Secretary, Chad Jones called the roll.

Members Present: Cliff Williams, Scott Carson, Charles Perry, Kyle Hoegemeyer, Paulett Traylor, Nikita Lagway, and Chad Jones  
President Kyle Hoegemeyer turned the meeting over to Superintendent, Dr. Kim James.

#### PLEDGE OF ALLEGIANCE AND INVOCATION

Dr. Kim James announced the next steps for the meeting calling Lagway Elementary Principal, Kameron Wilder and students to lead the meeting in the Pledge of Allegiance and Invocation.

#### ANNOUNCEMENTS/PROCLAMATIONS/RESOLUTIONS/RECOGNITIONS

Principal Kameron Wilder recognized Emily Shannon as the Lagway Elementary Student of the Month, highlighting her lifelong enthusiasm for education. Since she was young, Emily has enjoyed "playing school" at home and has consistently shared her dream of becoming a teacher. Now a fifth grader, she has aspired to teach every grade level she has completed, drawing inspiration from her own instructors. Her teachers affectionately call her an "always kid" because she is consistently kind, prepared, and excited to learn. Emily is known for giving 100% effort daily and approaching her studies with a natural curiosity and respectful attitude. Her positive spirit serves as a bright spot on the Lagway campus, making her a fitting recipient for this honor.

Principal Dr. Kelley Moore introduced Ca'mora Paley as the Lynn Lucas Middle School Student of the Month, describing her as an exceptional student with a servant's heart. Ca'mora is recognized for her high character, carrying herself with maturity, kindness, and respect in every interaction. As a dedicated learner, she is praised for her eagerness to grow and her ability to accept feedback with grace. Beyond her academics, she consistently seeks ways to support others and make her school a better place. Her positive attitude and warm smile are staples of the campus, where she frequently encourages peers and greets staff with genuine kindness. Dr. Moore concluded by highlighting Ca'mora's growth over the past two years into a confident, thriving member of the school community.

#### PUBLIC COMMENTS

Board President Hoegemeyer announced that there were no public comments.

#### CONSENT AGENDA

- A. Approval of Minutes
- B. Approval of TASB Local Board Policy Update 126
- C. Approval of Positive Action Curriculum
  - *Speaker(s): Kelly Locke, Director of Guidance & Counseling*
- D. Approval of Curriculum-Based Support Group (CBSG®) Program Curriculum
  - *Speaker(s): Kelly Locke, Director of Guidance & Counseling*
- E. Approval of the Delivery Method for the Scoreboard Upgrades at Yates Stadium.
  - *Speaker(s): Bob Eaton, Chief of Construction & Operations*
- F. Approval of the selecting the Delivery Method for FF&E for Castleschouldt Elementary
  - *Speaker(s): Bob Eaton, Chief of Construction & Operations*
- G. Approval of the selection of Kommercial Kitchens Small-wares Bid for Castleschouldt Elementary
  - *Speaker(s): Bob Eaton, Chief of Operations & Construction*
- H. Approval of the Emergency PO for Boiler Replacement at Lagway Elementary
  - *Speaker(s): Bob Eaton, Chief of Operations & Construction*
- I. Approval of Out-of- State AI Strategy & Leadership Network Professional Development Trip, Orlando, Florida
  - *Speaker(s): Dr. Kim James, Superintendent*

A Board Member raised specific questions regarding two consent agenda items: the relocation of a scoreboard and a boiler replacement at Lagway Elementary.

#### Scoreboard Delivery (Relocation vs. Existing Site)

- **Question:** The Trustee inquired whether the district was obtaining pricing for both the current location and the proposed new location for the scoreboard.
- **Response:** Administration confirmed that the "design-build" delivery method currently includes obtaining price points for both keeping the scoreboard in its current position and relocating it.

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Lagway Elementary Boiler Replacement **Question:** The Trustee asked why the recently replaced boiler was not covered under warranty.

- **Response:** Although the boiler itself was under warranty, the **heat exchanger** failed. The warranty claim was denied because the heat exchanger had not been properly registered, and the district could not provide the required **chemical treatment logs**.
- **Solution:** The district found that renting a temporary unit while waiting 12 weeks for parts would cost as much as a new unit. Consequently, the entire boiler was replaced, securing a new **10-year warranty**.

#### Future Preventative Measures

- **Water Treatment Logs:** To prevent future warranty denials, Superintendent Dr. James authorized a contract with a professional water treatment company. This company now services all district plants, maintains the necessary logs, and is saving the district over **\$5,000 annually**.
- **New Construction Registration:** The administration guaranteed that all equipment for new campuses, including Elementary #7 (Castle Schultz), will be properly registered for warranties immediately upon installation.

Motion by Cliff Williams and seconded by Paulett Traylor to approve the Consent Agenda items as presented. Motion carried unanimously, 7-0.

#### PROGRESS MONITORING UPDATES

HB3 Lone Star Governance – Early Math

*Speaker(s): Dr. Susan Clardy, Exe. Director of Accountability, Research, & Eval.*

During the presentation on House Bill 3 (HB3) early math goals, Board members and Superintendent Dr. Kim James engaged in a dialogue regarding student data, curriculum rigor, and governance.

#### Board Member Questions & Comments

- **Data Verification & Follow-up:** A Board member asked for clarification on the timeline for MAP (Measure of Academic Progress) data.
  - **Response:** Executive Director Sarah Ballew confirmed that middle-of-the-year MAP testing occurs in January. She committed to bringing that data back to the Board to compare it against current "End of Unit" (EOU) assessment trends.
- **Curriculum Implementation:** A Trustee inquired about the status and reception of the new "Blue Bonnet" math curriculum.
  - **Response:** Staff described the rollout as "great but hard," noting that the curriculum is highly rigorous and requires students to justify and explain their mathematical thinking rather than just providing an answer.
- **Demographic Data Impact:** A Board member noted that certain student groups, specifically emergent bilingual and Hispanic students, "count twice" in the data sets due to overlapping sub-populations.
  - **Response:** Administration confirmed this is accurate and emphasized that they are tracking these groups closely to ensure equal learning opportunities for all.

#### Superintendent Dr. Kim James' Responses & Remarks

- **Teacher Commendation:** Dr. James highlighted the "internalization" process, noting that teachers are spending significant time during planning periods and after-hours ("Blue Bonnet Boost") to master the difficult new math concepts.
- **Lone Star Governance:** She praised the Board for their commitment to Lone Star Governance training, noting that it has shifted the "Team of Eight" toward more effective data monitoring and more purposeful questioning during meetings.
- **Classroom Strategies:** Dr. James identified three "High-Leverage Priorities" (Arbies) currently driving progress:
  1. **Student Ownership:** Students track their own assessment progress to see personal growth.
  2. **Discourse:** Emphasizing purposeful conversation between students to solidify understanding.
  3. **Small Group Instruction:** Using targeted groups to address specific student needs while others work independently or with manipulatives.
- **Accountability:** She stated that the accountability team monitors data weekly and is considering bringing principals to future meetings to demonstrate how the district responds to real-time student performance data.

#### OTHER BUSINESS

Student Enrollment Report

*Speaker(s): Heather Gattinger, Director of PEIMS*

Financial Reports / Bill Payment / Bond Summary

*Speaker(s): Garrett Matej, CFO*

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Education Foundation Presentation

*Speaker(s): Michelle Bischof, Community Liaison*

Teacher Incentive Allotment Update

*Speaker(s): Dr. Sue Clardy, Exe. Director of Accountability, Research, & Eval.*

During the update on the Teacher Incentive Allotment (TIA), Board members asked clarifying questions regarding the financial impact for teachers and the recruitment benefits of the program.

#### Financial Timeline & Disbursements

- **Question:** A Trustee asked the critical question on behalf of the staff: "When can they expect to see that impact their checks?"
- **Response:** Administration explained there is a "lag time" due to the state's verification process. For the current data collection year (2025–26), data is submitted in October 2026. Teachers should expect to see the additional funds in their checks by **August 2027**. Once the cycle is established, payouts will occur annually.

#### Eligibility & Recruitment

- **Question:** A Board member inquired if new teachers moving into the district are automatically eligible or if they must undergo a year of data gathering first.
- **Response:** There are two scenarios for new hires:
  1. **Transferring Designations:** If a teacher earned a TIA designation in another district (e.g., Conroe ISD), that designation is transferable. They will continue to receive the incentive in Willis for the remainder of their five-year term.
  2. **New Eligibility:** Brand new teachers are eligible for a designation during their first year in Willis ISD, provided they are teaching in a qualifying subject area and are fully certified.
- **Board Comment:** Trustees noted that the transferability of the designation is a powerful recruiting tool for attracting high-quality teachers to the district.

#### Oversight and Governance

- **Board Comment:** A Trustee highlighted the importance of "oversight," a recurring theme for the Board. He expressed appreciation for the alignment program and the use of the Growlab coaching cycle, noting that these tools provide the structured oversight needed to ensure the district hits its goals rather than just "waiting for test scores."
- **Response:** The Trustee thanked the teachers and administration for the "hard work" required to implement such a data-driven system, stating that knowing exactly where the district stands is what will "really make the difference."

Long-Range Planning Process Kick-Off

*Speaker(s): Dr. Sarah Blakelock, Chief Communications Officer*

The Board focused their questions on the selection process, committee size, and the commitment required from community members.

#### Committee Selection & Application Process

- **Question:** A Trustee asked, "Who will pick the committee?"
- **Response:** The administration will review applications, with Superintendent Dr. Kim James and the communications team leading the process. The speaker noted that Dr. James "doesn't like to tell anybody no," but emphasized that the application process is strictly used to ensure participants are committed to the full "learning journey" rather than attending random sessions. This ensures everyone has the same baseline knowledge of district finance and facility needs.

#### Committee Size and Capacity

- **Question:** A Board member followed up by asking, "How many committee members are we going to have? Is there a cap?"
- **Response:** There is no cap on the number of members at this time. The district is looking for any community member who is willing to commit to the seven-meeting schedule (and potentially longer sessions as the work evolves). The goal is to have as many people as possible invested in representing community values.

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Community Impact

- **Question/Discussion:** The Board inquired about the purpose of the application beyond just attendance.
- **Response:** The administration explained that the application helps track the demographic mix of parents versus non-parent community members. A key part of the application asks what members intend to do with the information they learn, as the district needs committee members to serve as ambassadors who "spread the word" and educate the rest of the community on the district's needs.

Bond Project Update

*Speaker(s): Bob Eaton, Chief of Construction & Operations*

During the 2022 and 2024 Bond Project updates, Board members focused on delays caused by municipal permitting, progress on new construction, and facility parity across the district.

Ninth Grade Center & Permitting Delays

- **Question/Comment:** The Board noted that the Ninth Grade Center project is effectively on hold.
- **Response:** Administration confirmed the project cannot move forward without a permit from the City of Conroe. Despite multiple requests, no response has been received.

Castleschuldt Elementary & Utility Issues

- **Question:** Trustees inquired about the status of water and sewer permits and recalled a promise from the City of Conroe that water would be available by "December at the latest."
- **Response:** The building is 95% "dried in" with brickwork underway, but the district has still not received the three requested permits (Water/Sewer, MP Clark driveways, and a turning lane). To date, the City has not followed up on the February commitment to provide water by December 2025.

Transportation Center & Growth

- **Question:** "What's the timeline... before we can move?"
- **Response:** If the district breaks ground in January, they are targeting an opening date of August or September 2026.

Athletic Facility Parity (Brabham Middle School)

- **Question:** Trustees noted the significant expansion of the weight room at Brabham, asking how it compares to the old space.
- **Response:** The new weight room is roughly four times the size of the original. This project was designed to create equity across the district's middle schools, ensuring Brabham's facilities are on par with (or larger than) those at Lucas and Calfee.

High School Locker Upgrades

- **Question:** A Trustee asked if the locks were being installed as planned, noting they appeared to be missing in the photos.
- **Response:** The locks were not part of the initial locker purchase, but the district has since ordered them. They will be installed as soon as they arrive.

Traffic Safety & Signals (Calfee Middle School)

- **Question:** "Did we get our traffic lights in Cali yet?"
- **Response:** The lights are up and functioning. However, the City recently requested additional parts, which the district is reviewing. Furthermore, "School Zone Ahead" and "End of School Zone" signs are expected to be installed next week to complete the safety markers.

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Willis High School Traffic Study

*Speaker(s): Mike Wilson, TNP*

During the presentation by TNP regarding the Willis High School traffic study, the Board of Trustees focused on the logistics of internal campus circulation and regional highway projects.

#### Internal Campus Circulation & "The Back Loop"

The primary discussion centered on a new internal "Back Loop Road" designed to manage the high volume of traffic expected from the high school expansion.

- **Question regarding capacity:** A Trustee asked for clarification on whether the projected ability to hold 323 vehicles on-site was entirely dependent on the construction of the future back road.
  - **Response:** The engineering team confirmed that the road is the essential component. It creates an additional egress point that allows the district to stack every necessary vehicle on campus in the afternoon, preventing them from backing up onto FM 830 or Highway 75.
- **Response to efficiency:** Administration noted that by using this back loop, the district can effectively separate bus traffic from parent vehicles. In the morning, buses use a dedicated rear route; in the afternoon, buses stage at the PAC while cars are shifted to the back for loading, ensuring neither group impacts the other.
- **Board Comment:** Trustees expressed that the plan "makes sense" and would "take the pressure off" the main school entrance, acknowledging that while they cannot control the speed of highway growth, they can improve internal flow.

#### External Infrastructure & TxDOT

- **Question regarding I-45:** A Trustee inquired if there were any known plans by TxDOT to move the northbound exit ramp further back to alleviate the bottleneck at the school's main intersection.
  - **Response:** The engineering consultant stated they did not have specific information regarding TxDOT's plans for that exit ramp at this time.
- **Discussion on Road Widening:** The Board discussed the timeline for TxDOT projects on FM 830 and Highway 75. The engineer clarified that while widening is planned, construction is unlikely to start until **2030** at the earliest due to current funding constraints.

CLOSED SESSION\*: Consideration of matters for which closed sessions are authorized by Title 5, Chapter 551, Texas Government Code Sections (.071-.084)

Personnel Matters Texas Gov't Code §551.074

- Discuss Teacher Resignations and Consider Approval of Teacher Appointments. Tex. Gov't Code 551.074

Real Estate: Pursuant to Texas Gov't Code §551.072

- Discuss and consider the approval to purchase approximately 94.23 acre of land

Consultation with Attorney: Pursuant to Texas Gov't Code §551.071

The Board convened into Closed Session at 7:04PM.

#### RECONVENE IN OPEN SESSION

The Board reconvened into Open Session at 8:33PM. President Hoegemeyer asked if there are any motions from closed session.

Motion by Cliff Williams and seconded by Scott Carson to approve the personnel as listed. Motion carried unanimously, 7-0.

#### DISCUSSION AND POSSIBLE ACTION ITEMS

Discuss and Consider Approval of the Guaranteed Maximum Price (GMP) for the Transportation Center

*Speaker(s): Bob Eaton, Chief of Operations & Construction*

Regarding the approval of the Guaranteed Maximum Price (GMP) for the new Transportation Center, the Board of Trustees focused their questions on facility features, infrastructure, and funding sources.

#### Facility Features and Project Scope

- **Question regarding Training Facilities:** A Trustee asked if the current price finally includes the specific training facility that had been previously discussed.

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- **Response:** Administration confirmed the training area is now included. This addition, along with ensuring capacity for 120 buses and extending the rear access drive to the back of the property, was the reason for the project's recent delay. The district now believes the scope contains all necessary components.
- **Question regarding the Wash Station:** A Trustee sought clarification on whether a bus wash station was included in the price.
  - **Response:** The project includes the infrastructure for a wash station (electrical, water, and power), but it does not include the physical drive-through machinery at this time.

#### Funding and Future Additions

- **Question regarding Funding Sources:** A Trustee inquired whether future additions, like the physical wash station equipment, would be paid for out of the General Fund or the Bond Fund.
  - **Response:** While the infrastructure is covered now, the district noted that the actual equipment could be added using remaining or additional bond funds as the project progresses.

Motion by Scott Carson and seconded by Paulett Traylor to approve the Superintendent's recommendation of the Guaranteed Maximum Price (GMP) not to exceed \$15,366,394.00 for the Transportation Center based bid as presented by Gamma Construction. Motion carried unanimously, 7-0.

Discuss and Consider Approval of the Delivery Method for the Willis High School Parking A, B & C, with a New Access Road and Cross Country Track

*Speaker(s): Bob Eaton, Chief of Operations & Construction*

The Board of Trustees focused on budget clarity and environmental impact, specifically concerning tree removal ordinances.

#### Budget and Project Scope

- **Question regarding Parking Lot Costs:** A Trustee asked for confirmation that the parking lot expenses had been accounted for and separated from the current discussion.
  - **Response:** Administration confirmed that they have the specific numbers for the parking lot costs but have removed them from this specific tally. There are now distinct, set budgets for the cross-country track and the access road.

#### Tree Removal and City Ordinances

- **Question regarding Tree Removal:** A Trustee expressed concern regarding the "tree situation" with the City of Conroe, asking if the new track would require cutting down a significant number of additional trees.
  - **Response:** Administration clarified that the impact would be less than expected because many of the target areas are already clear. Furthermore, they highlighted a specific city ordinance that allows for the removal of trees 6 inches or less in diameter without requiring city approval.
- **Commitment to Compliance:** The district noted that the access road would require minimal tree removal and emphasized that they will be working with the City of Conroe from "day one" to ensure all work remains within local ordinances.

Motion by Chad Jones and seconded by Charles Perry to approve the Superintendent's recommendation of the Competitive Sealed Proposal (CSP) Delivery Method for the Willis HS Parking A, B, & C with a New Access Road and Cross Country Track. Motion carried unanimously, 7-0.

Discuss and Consider Approval of the selection of Spear Point Engineering for the Willis High School Parking A, B & C, with a New Access Road and Cross Country Track

*Speaker(s): Bob Eaton, Chief of Operations & Construction*

Motion by Scott Carson and seconded by Nikita Lagway to approve the Superintendent's recommendation and approve Spear Point engineering for the Willis High School Parking A, B, & C with a New Access Road and Cross Country Track Project delegating Dr. James to negotiate and execute a contract with Spear Point Engineering Firm. Motion carried unanimously, 7-0.

Discuss and Consider Approval of the Guaranteed Maximum Price (GMP) for the Cannan Elementary Expansion

*Speaker(s): Bob Eaton, Chief of Construction & Operations*

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Regarding the expansion of Cannan Elementary and the Ninth Grade Center, the Board focused on project bidding, budgetary adjustments for infrastructure, and the final completion timeline.

#### Subcontractor Bidding and "Buy Out"

- **Question:** A Trustee asked if subcontractors will be brought back to the district for a "buy out" meeting (the process of finalizing contracts and prices) once the project proceeds.
- **Response:** Administration confirmed they have already discussed this requirement with the general contractors; the district will be involved in those meetings to review the final selection of subs.

#### Budget and Infrastructure (The Lift Station)

- **Question regarding Budget Overruns:** A Trustee noted that the inclusion of a lift station (a pump system for moving sewage from lower to higher elevations) added complexity to the costs.
- **Response:** Administration admitted that the lift station requirement was a "dilemma" that pushed construction costs slightly over the initial internal estimate. However, they emphasized that the overall "all-in" budget remains under the original projected price. They characterized the current quote as a "worst-case scenario" Guaranteed Maximum Price (GMP), with opportunities for cost savings still available during the buyout phase.

#### Project Timeline

- **Question regarding Readiness:** A Trustee sought reassurances that the facility would still be ready for the start of the next school year.
- **Response:** Staff acknowledged that the timeline will be "tough" given the current delays, but they maintained that the district will meet the deadline to be ready for students.

Motion by Chad Jones and seconded by Scott Carson to approve the Superintendent's recommendation for the Guaranteed Maximum Price (GMP) not to exceed \$4,919,777.00 for the Cannan Elementary Expansion base bid as presented by Tegrity Contractors and delegate the authority to Dr. James to negotiate, finalize, and execute the final GMP Amendment Document. Motion carried unanimously, 7-0.

#### BOARD MEMBER COMMENTS

The Board of Trustees concluded the meeting by expressing deep gratitude to all district staff, including teachers and principals, for their dedicated work throughout the semester. Trustees highlighted their excitement for the district's newly "organized direction" and the clear strategic path forward regarding academic and facility goals. Specific recognition was given to the financial team for developing a successful proposal to issue retention bonuses to all employees this Christmas. Additionally, the maintenance department was praised for its long-term stewardship, with members noting that the recent facilities assessment revealed the buildings to be in much better condition than anticipated. The meeting closed with warm holiday wishes and a "shout out" to community members who consistently engage with and listen to the Board proceedings.

#### SUPERINTENDENT COMMENTS

Superintendent Dr. Kim James concluded the meeting by celebrating the recent achievements of the district's athletic programs. She acknowledged the end of a hard-fought season, noting that while some losses were disappointing, the team's success in reaching the fourth round of the playoffs was an "amazing" and significant accomplishment. Dr. James emphasized her appreciation for the extensive work and dedication required to reach that level of competition and offered her formal congratulations to everyone involved.

#### FUTURE BUSINESS/MEETINGS

Regular board meeting is set for January 14, 2025 at 5:30 PM.

#### ADJOURNMENT OF REGULAR MEETING

Motion by Cliff Williams and seconded by Scott Carson to adjourn. Motion carried unanimously, 7-0.

The meeting adjourned at 8:46 PM