MINUTES
REGULAR MEETING OF THE BOARD OF TRUSTEES
KIRBYVILLE CONSOLIDATED INDEPENDENT SCHOOL DISTRICT
KIRBYVILLE, TEXAS

Monday, December 15, 2025 - 7:00 PM Regular Agenda

The Board of Trustees of the Kirbyville Consolidated Independent School District met in Regular session on the above date and time at the Kirbyville CISD Administration Building 206 East Main Kirbyville, TX 75956. The meeting was called to order by **Gary Fairchild – Board President.**

Board Members Present	Gary Fairchild, TJ Adams, Jason Loper, Jason Shirley, Chad Wiggins, Kasey Foster, Tyler Downs and Stephen Edwards – Superintendent of School.
Board Members Absent	N/A
School Personnel and Guests	Staff: Kristi Gore, Amber Flowers, Jimmy Gaspard, Jimmy Dodson, Dustin Rutherford, Ashley Powell, Leslie Williams, Casey Bostick, Heather Broussard, Kerri Reagan, Patricia Hackman, Staci Fairchild Shae Chapman, Lacey Thames, Angie Edwards, Stacy Rutherford, Rebecca Hubbard, and Stephanie Cucancic Guests: Lynell Horn, Justin Williams, Karlie Adams, Ann Gaspard, Reese Broussard, Byron Miller, Roger Croley, James Edwards, Lainey Reagan, Destiny Perry, Magnolia Inman, Emma Hackman, Anna Hackman, James Greenwood, Faith Greenwood, Garrett, Chapman, Parker Chapman, Kayson Chapman, Martina Eaves, David Thames, Noah Thames, Micah Thames and Ashlee Downs
Regular Meeting	The Board started the Regular meeting at **7:00PM.**

1. **ORDER OF BUSINESS:**

A. Call to Order – Meeting called to order at 7:00pm.
B. Declaration of Quorum – Quorum established, all member present.
C. Invocation - Reese Broussard
D. Pledge to the United States Flag - Emma Hackman
E. Pledge to the Texas Flag - Lainey Reagan
F. Staff Recognition
   - High School - Shea Chapman
   - Junior High - Lacey Thames

- Elementary - Christina Greenwood

G. Student Recognition: 2025 Christmas Card design contest

- Magnolia Inman - 8th Grade

H. Public Comments – N/A

2.**CONSENT AGENDA:**

A. Consider and discuss approval of the minutes of the following meetings:

- Regular Meeting - November 17, 2025

B. Review District Financial Reports

1.Expenditures, Revenue and Cash Position
2.Tax Collections
3.Checks Issued
4.American Express Report
5.Master Card Report

C. Consider and discuss approval of a budget amendment(s) for the 2025-2026 school year.

Motion made by Jason Shirley to accept the consent agenda as presented. Second by Tyler Down. Motion carried unanimously 7-0.

3.**REGULAR AGENDA** - *Board Discussion, Deliberation, and/or Action*

A. Discussion and possible approval of the 2024-2025 District Financial Audit.

Motion made by Jason Shirley to approve the 2024-2025 District Financial Audit as presented. Second by Chad Wiggins. Vote carried unanimously 7-0.

B. Notice of Deadline to File an Application for Place on The Ballot Cities, School Districts and Other Political Subdivisions — no action needed.

Informational, no action needed.

C. Discussion and possible approval of a donation from ExxonMobil in the amount of $500 received from Charities Aid Foundation of America.

Motion made by Jason Loper to approve the donation from ExxonMobil in the amount of $500 As presented. Second by Jason Shirley. Vote carried unanimously 7-0.

D. Discussion and possible approval of a $1,200.00 donation from Kirbyville Athletic Booster Club to purchase cheer floor mats for KJH Cheer.

Motion made by Jason Shirley to approve the $1,200.00 donation from Kirbyville Athletic Booster club as presented. Vote carried unanimously 7-0.

E. Discussion and possible approval of the superintendent's evaluation instrument.

Motion made by Jason Shirley to approve the superintendent's evaluation instrument as presented. Second by Kasey Foster. Vote carried unanimously 7-0.

Superintendents Evaluation meeting will be held on January 20, 2026 at 6:00pm.

4. **REPORTS AND COMMUNICATIONS:**

A. Superintendent Updates:

- KCISD Communication Portal (SB 12)
- New complaint process and forms (SB 12) B. CFO Update:
- Update to Summary of Finance (SOF) template

C. Technology Updates

- Closed Tickets
- Cybersecurity
- Current Projects
- Upcoming Project Planning
- PA/SPAT Project Update

5. **EXECUTIVE SESSION:** *The board may meet in closed session as allowed by Gov. Code 551 to address topics under the statute. All action will be in open session.*

A. Board of Trustees entered into executive session at **7:43pm**.
B. Board of Trustees returned to open session at **8:15pm.**

6. **PERSONNEL MATTERS:**

A. Employment Recommendation(s)
B. Positions, Vacancies, Assignments, Resignations and Terminations
C. Other

Motion made to adjust LVN pay as presented.

7. **ADJOURN:** Meeting adjourned at **8:17pm.**

President, Board of Trustees

Secretary, Board of Trustees

January 26, 2026
Date Minutes Approved