September 9, 2026

The Board of Trustees of the Willis Independent School District will meet in a Regular Meeting on Wednesday, September 9, 2026 in the Willis ISD Boardroom located at 612 N. Campbell Street in the Sharon Hill Jennette Administration Building in Willis, Texas, and the business to be conducted is listed below.

CALL MEETING TO ORDER

Board President, Kyle Hoegemeyer called the Regular Business Meeting to order at 5:30PM 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, and Chad Jones
Members Absent: Nikita Lagway
Note: Nikita Lagway entered the board meeting in progress at 5:39 PM.
Board President, Kyle Hoegemeyer turned the meeting over to Superintendent, Dr. Kimberley James

PLEDGE OF ALLEGIANCE AND INVOCATION

Dr. Kim James announced the next steps for the meeting calling Hardy Elementary Principal, Susan Fossler and students to lead the meeting in the Pledge of Allegiance and Invocation. Susan Fossler, Principal of Hardy Elementary School, introduced fourth-grade student John Barton Miller, who led the Pledge of Allegiance and the invocation. Principal Fossler noted that Miller stepped up to perform both duties due to a family emergency for another scheduled student, commending his leadership and active involvement in 4-H.

RECOGNITIONS

Principal Susan Fossler recognized second-grade student Rowen Vogel as the CC Hardy Elementary Student of the Month. Principal Fossler commended Vogel for overcoming early challenges since kindergarten through perseverance and growth, noting that he exemplifies the school's theme of "growing greatness. Lucas MS Student of the month: Principal Dr. Kelley Moore recognized Karter Vanlaningham as the Lynn Lucas Middle School Student of the Month. Recommended by Coach Blake and praised by teachers Ms. Arnold, Mr. Arbreu, and Ms. Maddox, Vanlaningham was commended for his academic excellence, outstanding character, and leadership both in the classroom and in athletics.

Paige Walkup from Caissa K12 presented the Champions of Excellence Awards Presentation, recognizing districts, individuals, and schools nationwide for outstanding family engagement and student support. Willis ISD received two awards:

- **Individual Award:** Lisa Cantatero was selected from over 100 national nominees for her empathetic, welcoming, and inclusive work with families, receiving a $500 incentive to support her work.
- **School Award:** W. Lloyd Meador Elementary School, represented by Principal Tamara Good, received the award following a rare parent nomination for embodying the district's "one team, one purpose" mission, along with a $1,000 award.

PUBLIC COMMENTS

Board President Kyle Hoegemeyer opened the public comment portion of the meeting and reviewed the standard operating guidelines and time limits. He instructed speakers to refrain from identifying specific individuals to protect privacy and noted that trustees do not respond during public comments. Local faith leader Pastor David Riley then addressed Superintendent Dr. James and the Board to offer encouragement following recent events in the district. Quoting passages from Ecclesiastes and Proverbs, Pastor Riley stated that the actions of a single individual do not define the school district or its leaders. He reaffirmed the local faith community's strong partnership with Willis ISD and called on district leadership to remain resilient.

Consent Agenda

A. Approval of Minutes
B. Approve Certificate of Compliance with Certain Laws Required by Texas Education Code Section 39.008
    - ***Speaker(s):*** *Travis Utecht, Chef Human Resource Officer*
C. Approval to Renew Memorandum of Understanding between Family Houston and Willis ISD
    - ***Speaker(s):*** *Kelly Locke, Director of Guidance and Counseling*
D. Approval of Multiple Awards Under RFP 26-035 for Professional Development, Speakers, Consultants, Trainers and Related Services and Materials
    - ***Speaker(s):*** *Ginger Deck, Director of Procurement*
E. Approval to Join the Region VII Education Service Center Purchasing Cooperative
    - ***Speaker(s):*** *Ginger Deck, Director of Procurement*
F. Approval of the Prevailing Wage Rates and Delivery Method for Multi-Campus Gym Floor Project for BMS & LLMS
    - ***Speaker(s):*** *Bob Eaton, Chief of Construction and Operations*

G. Approval of the Prevailing Wage Rates and Delivery Method for Multi-Campus Flooring Replacement - MES, BMS, and LLMS
   - ***Speaker(s):*** *Bob Eaton, Chief of Construction and Operation*

H. Approval of the Prevailing Wage Rates and Delivery Method for Multi-Campus Roofing Project for BMS, TES, and MES
   - ***Speaker(s):*** *Bob Eaton, Chief of Construction and Operation*

I. Approval of Interlocal Agreement between the Montgomery County Hospital District and Willis ISD
   - ***Speaker(s):*** *Ginger Deck, Director of Procurement*

J. Approval to Purchase School Bus Radio Equipment
   - ***Speaker(s):*** *Garrett Matej, CFO*

K. Approval of the Purchase and Installation of Three 10,000-Gallon Fuel Tanks at The New Transportation Center
   - ***Speaker(s):*** *Bob Eaton, Chief of Construction and Operations*

L. Approval of ESC VI Contracts for the 2026-2027 School Year
   - ***Speaker(s):*** *Sarah Ballew, Exe. Director of ITL&PD*

M. Approval of the Resolution in regard to Employee Missed Work Day Forgiveness
   - ***Speaker(s):*** *Travis Utecht, Chief Human Resources Officer*

N. Approval of Just Right Readers for Hardy and Cannan Elementary
   - ***Speaker(s):*** *Sarah Ballew, Exe. Director ITL&PD*

Vice President Paulette Traylor requested that Items J and N be pulled from the consent agenda for separate discussion prior to a vote. Item J covers the purchase of upgraded school bus radio equipment to match the technology recently implemented across district campuses. Chief Financial Officer Garrett Matej noted that Director of Procurement Ginger Decker obtained multiple competitive bids, drastically reducing costs to standardize radio technology. Director of Safety Megan Ballard explained that the new system utilizes the P25 first-responder network and Montgomery County Hospital District infrastructure. She added that pilot testing proved the radios provided clear communication across every route in the district, allowing drivers to contact campuses directly. Item N involves purchasing personalized "Just Right Readers" take-home packs for fourth and fifth graders at CC Hardy and Cannan Elementary schools. Presenters John Vaglienty, CAO and Sarah Ballew, Exe. Director ITL&PD shared that students' beginning-of-year MAP assessment data will determine their custom set of eight books. The books support targeted instruction, ranging from skill interventions to advanced chapter books for higher-performing students. Once a book is completed in the classroom, students take it home to continue reading with their families. Neither item drew follow-up questions from the Board following the staff presentations.

Motion by Cliff Williams and seconded by Scott Carson to approve the Consent Agenda Items. Motion carried unanimously, 7-0.

PROGRESS MONITORING UPDATES

A. Safety Update: Strengthening Expectations for the 2026-2027 School Year
   - ***Speaker(s):*** *Meghan Ballard, Director of Federal Prog./Compliance, and Grants*

Board Member Questions and Responses

Question: How often are the district's AEDs serviced?

Response: While state law requires monthly checks, campus nurses inspect them weekly. Additionally, the Fire Marshal conducts life safety checks, creating a triple-check layer of oversight.

Question: How many campus team members are trained on emergency procedures?

Response: Every campus maintains an Emergency Response Team (E-Team) consisting of about five members per campus, based on administrator recommendations.

Question: Is an emergency code (such as "Code Blue") broadcast over the radio network?

Response: Instead of broadcasting an alert over the general school radio, staff utilize an emergency assist button in the application to send alerts directly to response personnel.

Question: Who receives oversight data regarding door-check audits via the new audit system?

Response: The system uses redundancy to notify a select group, including safety personnel, campus officers, building administrators, principal supervisors, and executive leadership.

Question: Do officers have the application on their phones to log door checks?

Response: Yes, officers and campus administrators have the application installed on their phones and log in whenever tapping a door puck to record safety checks.

Question/Comment: A remark was made regarding the strong oversight piece of the new audit system.

Response: The comment was acknowledged, with a reaffirmation of the goal to exceed compliance standards.

B. Willis ISD Fine Arts Report
- ***Speaker(s):*** *Ken Labonski, Director of Fine Arts*

Following the Willis ISD Fine Arts presentation, Superintendent Dr. Kim James praised the fine arts team for consistently exceeding expectations over the past three years. She highlighted the program's strong trajectory and its positive impact on student success across the district. Citing presented data that links fine arts participation to higher GPAs, improved STAAR test scores, and better attendance, Dr. James emphasized the proven value of these programs. She stated that if she were a campus principal, she would push for an ambitious 10% enrollment growth target rather than 1%. Ultimately, Dr. James reinforced that fine arts are clearly working for Willis ISD students and deserve continued expansion.

C. Lone Star Governance Update
- ***Speaker(s):*** *Dr. Susan Clardy, Exec. Director of Continuous Improvement and Accountability*

Board Questions & Responses

Question: A board member asked whether the proposed third-grade reading and math benchmark assessments would be developed in-house or created using previous state released tests.

Response: Presenters confirmed the benchmarks will be developed in-house using released state STAAR test questions, structured strictly to match the state's official blueprint in terms of topic weighting and question percentages.

Question/Clarification: A board member sought clarification on the framework, noting that the progress measures (Kindergarten–2nd grade) feed into the overall 3rd-grade performance goal, and asked whether the proposed 3rd-grade benchmark acts as a mid-year check.

Response: Presenters affirmed that because current early progress measures do not show 3rd-grade outcomes until year-end, adding a 3rd-grade mid-year benchmark using STAAR-aligned cutoff scores acts as a critical "stopgap." This allows administrators to evaluate whether students moving from 2nd grade into 3rd grade remain on track to pass the STAAR exam before the final state test occurs.

Question: A board member asked for clarification on whether students must demonstrate mastery in both English and Mathematics on the TSIA2 or SAT to satisfy the college readiness measure.

Response: Presenters confirmed that students must pass both subjects to be counted as fully college-ready for this specific HB3 board measure and to secure state "outcome bonus" funding. It was noted that if a student passes one subject (e.g., math), they only need to retest and focus on the remaining subject (English). A board member highlighted the long-term financial benefit to students, as demonstrating college readiness prevents them from paying for non-credit remedial courses in college.

Question: A board member asked what concrete steps are being taken to increase student participation and performance on the SAT and ACT.

Response: Presenters explained that instructional coaches are actively infusing SAT test strategies into English 2, 3, and 4 classrooms on a weekly basis. Rather than relying on a last-minute study session before the test during senior year, the district is integrating preparation earlier into standard high school coursework.

Motion by Paulett Traylor and seconded by Chad Jones to approve the Lone Star Governance Update as presented. Motion carried unanimously, 7-0.

OTHER BUSINESS

A. Financial Reports
- ***Speaker(s):*** *Garrett Matej, CFO*

Board Question / Clarification: A board member sought to verify the short-term enrollment increase, asking for confirmation on the figure of 314 new students since the first day of school.

Response: Presenter confirmed that enrollment grew by 314 students (3.3%) between the first day of school and September 4th, pushing total enrollment to 9,767. He noted that enrollment historically continues to tick upward through Labor Day until the state PEIMS snapshot date at the end of October, keeping the district on track to meet or exceed its budgeted projection of adding 200 students over last year's official total (9,573).

B. Cost Savings Bond & Capital Project Update
- ***Speaker(s):*** *Bob Eaton, Chief of Construction and Operations*

Question: A board member asked to confirm if the construction completion target for the Cannan Elementary expansion was still set for November.

Response: Presenters confirmed that an updated schedule provided at the recent Architect/Contractor meeting maintains the original completion date.

Question: A board member asked if the plan is to move into that portion over Christmas break and be ready for the second semester.

Response: Presenters confirmed it will be turned over before Christmas, leaving the move-in timing up to district staff, but making the space fully available for the second semester.

Discussion / Clarification: Presenters noted that the City of Conroe recently sent an email requiring a fire suppression system for the new 9th Grade Center gym, which may necessitate bringing a Guaranteed Maximum Price (GMP) proposal to a special board meeting.

Response: The district's third-party design-build architect (mandated under TEA law) is investigating whether a code exception applies (e.g., buildings not open to the public or with under 300 occupants) to avoid needing the suppression system, depending on how the city classifies the facility.

Question: A board member asked if using the new silicone overlay system over the existing gravel roof provided cost savings.

Response: Presenters explained that the silicone application costs roughly half as much as a traditional built-up roof replacement and comes with a 50-year warranty (compared to standard 10–20 year warranties).

Board Comment: Board members praised the administration and Long-Range Planning/Facility Assessment teams for executing major facility upgrades using bond savings without asking taxpayers for a new bond.

Question / Clarification: A board member asked for details regarding the replacement of gymnasium floors at Lynn Lucas and Brabham Middle Schools.

Response: Presenters confirmed that contractors will remove the existing rubber gym floors (taking it down to the base concrete/wood subfloor) and install brand-new wood floors during summer 2027.

Question: A board member inquired about the timeline and status of the new cross-country track, lighting, and additional stadium parking.

Response: Presenter reported that lighting plans for the 1.5-mile cross-country track through the surrounding woods are being finalized. Once the final plans pass design review and procurement, the target is to have the track, road, and parking infrastructure completed around January or February.

Question: A board member asked when the remaining high school parking lot light poles would be completed.

Response: Presenter explained that six light poles were delayed because the contractor used incorrect bolt patterns, requiring them to be torn down.

Additional Action: At Dr. James's direction, the district is ordering four additional light poles beyond the initial scope to ensure adequate illumination across all high school parking areas.

C. Stadium & Scoreboard Sponsorship Update
- ***Speaker(s):*** *Michelle Bischof, Community Engagement & Marketing Specialist*

Question: A board member asked to clarify the exact dollar amount raised from sponsorships.

Response: The presenter confirmed that 12 local businesses and community partners purchased sponsorship packages totaling **$93,500** for the 2026–2027 school year.

Question: A board member inquired whether specific criteria or standards must be met for a business to become an official sponsor.

Response: The presenter noted that tiered package levels exist based on financial contribution. Dr. James added that moving forward, the district will establish clearer parameters and regulations to ensure all advertised content aligns with district values as interest in sponsorship space grows.

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

A. Real Estate: Pursuant to Texas Gov't Code §551.072
   1. Discuss and Consider Approval of a Resolution Conveying a non-exclusive Easement to Entergy Texas, Inc. Across District-owned Property Located on the Property for WISD Land along SH75 from FM 3083 to FM 2432
   2. Discuss and Consider Approval of the Cost-Sharing Agreement between WISD and Howard Hughes

B. Personnel Matters Texas Gov't Code §551.074
   1. Discuss Teacher Resignations and Consider Approval of Teacher Appointments. Tex. Gov't Code §551.074.
   2. Discuss the Termination of a Chapter 21 Contract of a WHS Teacher Tex. Gov't Code §551.074.
   3. Discuss and Consider Approval of the Superintendent's Contract Revisions Pursuant to Texas Gov't Code §551.071
   4. Discuss and Take Action Regarding the Contract Abandonment of a Teacher at Willis High School Pursuant to Texas Gov't Code §551.074

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

The Board convened into Closed Session at 6:55PM

RECONVENE IN OPEN SESSION

The Board reconvened into Open Session at 9:07PM. President Hoegemeyer asked if there are any motions from closed session. Motion by Cliff Williams and seconded by Paulett Traylor that the Board execute a resolution authorizing the conveyance of an easement to Entergy Texas, Inc. across District owned property located along the north line of SH75, Willis TX, consisting of an 18-ft width area of land located on the 60.984 acre tract of land conveyed to Willis ISD by a Deed recorded under the clerks file #2023093215 of the Montgomery County Clerk's Records, Montgomery County, TX, in a form substantially similar to the one approved by counsel for the District and attached to the Resolution, and authorize the Board President to execute the Easement Agreement and any other documents necessary to effect the transfer. Motion carried unanimously, 7-0.

Motion by Cliff Williams and seconded by Chad Jones that the Board to execute a resolution authorizing the conveyance of an easement and two anchor easements to Entergy Texas, Inc. across District owned property located along the north line of SH75, Willis, TX, consisting of 18-feet width and two 5X30-foot areas of land located on the 53 acre tract of land conveyed to Willis ISD by a Deed recorded under the clerks file # 9251703 of the Montgomery County Clerk's Records, Montgomery County, TX, in a form substantially similar to the one approved by the counsel for the District and attached to the Resolution, and authorize the Board President to execute the Easement Agreement and any other documents necessary to effect the transfer. Motion carried

unanimously, 7-0.

Motion by Cliff Williams and seconded by Paulett Traylor to approve the Cost Sharing Agreement between WISS and Howard Hughes regarding the Castleschouldt Property for them to supply off-site detention. Motion carried unanimously, 7-0.

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

Motion by Cliff Williams and seconded by Scott Carson to accept the Superintendent's recommendation and find there is good cause to terminate the Chapter 21 contract of Alyssa Ogden, WHS teacher, and direct the Superintendent to carry out such duties as necessary to effectuate the same Motion carried unanimously, 7-0.

Motion by Cliff Williams and seconded by Paulett Traylor based on Texas Education Code 21.105 move we find good cause did not exist for Alyssa Ogden to abandon her term employment contract and authorize our Board President to file a written complaint to the State Board of Education Certification. Motion carried unanimously, 7-0.

Motion by Cliff Williams and seconded by Scott Carson to approve the revisions to the Superintendent's contract as discussed in closed session and authorize Board President to execute a contract consistent with those revisions. Motion carried unanimously, 7-0

DISCUSSION AND POSSIBLE ACTION ITEMS

A. Discuss and Consider Approval of the acceptance of the 2026-2028 Local Accountability Plan Grant

- ***Speaker(s):*** *Meghan Ballard, Director of Federal Prog./Compliance, & Grants*

Question: A board member asked if the district would need to hire a dedicated position to oversee the project or if an outside contractor would be brought in.

Response: The presenter clarified that the grant application was written to hire a dedicated Willis ISD employee (functioning as a compliance/project manager) to work alongside TEA-selected technical assistance partners. If a dedicated person were not hired, the presenter would manage the program internally.

Question: Board members asked for clarification on whether the district would bear financial responsibility for health insurance, benefits, or ongoing costs associated with the position.

Response: Presenter confirmed that the $225,000 grant covers 100% of both salary and employee benefits (adding approximately 15% to salary to cover benefits) for the duration of the two-year project. Because this is a temporary, grant-funded position, the role terminates once the local accountability plan is written and implemented, creating no long-term financial obligation for the district unless the board chooses to transition the employee to another open role after year two.

Motion by Scott Carson and seconded by Paulett Traylor to approve the Superintendent's recommendation of accepting the 2026-2028 Local Accountability Plan Grant. Motion carried unanimously, 7-0.

B. Discuss and Consider Approval of the 2026-2027 WISD Professional Development Plan

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- ***Speaker(s):*** *Sarah Ballew, Exe. Director of ITL&PD*

Superintendent Dr. James noted that presenting the district's professional development plan is a mandatory requirement to ensure board oversight and compliance. She emphasized that the presentation demonstrates how Willis ISD actively fulfills state and federal training guidelines. Finally, she reminded the board that formal approval of the plan is required by law.
Motion by Paulett Traylor and seconded by Nikita Lagway to accept the Superintendent's recommendation to approve the Professional Development Plan for the 2026-2027 School Year. Motion carried unanimously, 7- 0.

C. Discuss and Consider Approval of Strategic Plan Year - 2 Goals and District- Campus Improvement Plans

- ***Speaker(s):*** *Sarah Ballew, Exe. Director of ITL&PD*

Board Question: A board member asked whether tutorials at CC Hardy Elementary were taking place before, during, or after school.

Response: Staff explained that during-school tutorials began in week two and that after-school tutorials are also being added, noting that morning arrival can be difficult for families.

Board Comment: A board member noted having read every plan (ranging from 39 to 80 pages) and praised the addition of formal quality checks, which were missing last year, while suggesting the district be more concise in its language.

Response: Presenter agreed, noting that future revisions can focus on concise, factual language to make the documents more direct and manageable.

Board Comment: Board members commended Dr. James and the administrative team for the new centralized data tracking tools and quality checks. They noted these improvements significantly enhance board oversight and allow principals to identify and resolve instruction-related problems much faster.

Superintendent / Staff Comment: Presenters noted that campuses are currently gathering feedback from parents and community members through Campus Education Committee (CEC) meetings to refine their plans before the final October posting, and invited board members to attend these meetings to observe progress firsthand.

Motion by Scott Carson and seconded by Paulett Traylor to accept the Superintendent's recommendation to approve the Strategic Plan Year 2 Goals and the District-Campus Improvement Plans for the 2026-2027 School Year, 7-0.

BOARD MEMBER COMMENTS
A board member praised Mr. Labonski for running vibrant, attractive programs that effectively keep students engaged and invested in school beyond traditional academics. Another board member complimented a student from CC Hardy, noting that his maroon bow tie was "legit." Finally, a board member gave an early happy birthday shout-out to the superintendent celebrating on the 13th, playfully wishing her a happy 29th birthday.
SUPERINTENDENT COMMENTS
Superintendent Dr. Kimberly James offered no additional comments, and the next scheduled meeting was announced.
FUTURE BUSINESS/MEETINGS
Public Meeting – October 21, 2026 at 5:00PM
Regular Board Meeting – October 21, 2026 directly following the Public Meeting.
ADJOURNMENT OF REGULAR MEETING
Motion by Cliff Williams and seconded by Scott Carson to adjourn. Motion carried unanimously, 7-0.

The meeting adjourned at 9:53PM