

Minutes of Regular Board Meeting June 12, 2018

The Board of Trustees Texas City Independent School District

Members Present: Hal Biery, President
Bryan Thompson, Vice President
Melba Anderson
Dickey Campbell
Nakisha Paul
Mable Pratt

Absent: Nelson Juarez

Present: Dr. Rodney Cavness, Superintendent
Susan Myers, Deputy Superintendent of Education
Margaret Lee, Assistant Superintendent for Business & Operations

Anne Anderson, Director of Elementary Education
James Banks, Executive Director of Technology
Stephanie Brumfield, Director of Finance
Dr. Terri Burchfield, Executive Director of Support Services
Keyonna Butler, Blocker Student
Lisa Campbell, Director of Student Data
Richard Chapa, CTE Director
Zachary Cowey, Financial Service Administrator
Joe Jefferson, Community
Joe Figarelli, Director of Fine Arts
Debbie Fuller, Principal of Guajardo Elementary
Tony Furman, Principal of Levi Fry Intermediate
Felicia Garrett, Principal of Levi Fry Intermediate
Marion Godeaux, Executive Director of Maintenance
Jack Haralson, Assistant Director of Maintenance & Operations
Marcus Higgs, Executive Director of Human Resources
Heather Hildebrand, Community
David Hodgins, District Attorney Thompson & Horton LLP
Nathan Jackson, Director of Stu. Outreach Intervention
Deborah Laine, Executive Director of Foundation
Adriana Lyle, Executive Administrative Assistant/Board Secretary
Patti Martin, Principal of La Marque Primary
Mike Matranga, Executive Director of Security and Sch. Safety
David Moss, Community
Robin Moss, Community
Riley Moss, Community
Wendy Paterson, Principal of Roosevelt Wilson Elementary

*Noel Skinner, Community
Julie Southworth, Director of Secondary Education
Melissa Tortorici, Director of Communications
John VanDever, Director of Nutrition
Sharon Williams, Principal of La Marque Elementary
Susan Wilson, Principal of Calvin Vincent Headstart*

A Regular Board Meeting of the Board of Trustees of Texas City Independent School District was held Tuesday, June 12, 2018, beginning at 6:30 PM in the Simpson Education Support Center Board Room.

1. First Order of Business

- A. Announcement by the President whether a quorum is present, that the meeting has been duly called and notice of the meeting has been posted for the time and manner required by law

Mr. Hal Biery, President, called the meeting to order at 6:30 p.m. Mr. Biery announced that a quorum was present, that the meeting had been duly called, and notice of the meeting had been posted in the time and manner required by law.

2. Pledge & Invocation

*Ms. Nakisha Paul, Board Member, led the pledges to the flags.
Ms. Melba Anderson, Board Member, gave the invocation.*

3. Public Forum

The following two Citizen spoke during Public Forum:

- *Mrs. Heather Hildebrand spoke regarding student safety and wellbeing.*
- *Mr. Noel Skinner spoke regarding school security and concerns.*

4. Special Recognition

- A. Expression of appreciation to David Moss for his dedication to TCISD students, staff and community from 2006-2018.

Dr. Rodney Cavness, Superintendent, thanked and presented David Moss, Vice President, with a plaque for his outstanding service as a Trustee from 2006-2018.

B. Expression of appreciation for 2017-2018 Board President Hal Biery

Dr. Rodney Cavness, Superintendent, thanked and presented Hal Biery, President, with a plaque for his outstanding service as Board President from 2017-2018.

C. Administer Oath of Office to Board Members

1. Hal Biery - District 6

Mr. David Hodgins, District Attorney Thompson & Horton LLP, ceremoniously administered the Oath of Office to Mr. Hal Biery District 6 Trustee.

Closed Session

Mr. Bryan Thompson, Vice President, made a motion to convene into a closed meeting under Texas Government Code Sections 551.071 through 551.084. Mrs. Mable Pratt, Board Member, seconded the motion. The motion carried 6/0. The Board of Trustees entered closed session at 6:56 p.m.

The Board of Trustees reconvened into open session at 7:25 p.m.

5. Action Items

A. Organization of officers for the TCISD Board of Trustees for the 2018-2019 school year

Mr. Dickey Campbell, Board Member, made a motion to elect Mr. Hal Biery, President and Mr. Bryan Thompson as Vice President for the 2018-2019 term. Mrs. Mable Pratt, Board Member, seconded the motion. The motion carried 6/0.

B. Consider approval of minutes for Board meetings held 5/8/18, 5/14/18, 5/15/18, and 5/24/18

Mr. Dickey Campbell, Board Member, moved to approve the minutes from meetings held 5/8/18, 5/14/18, 5/15/18, and 5/24/18. Mr. Bryan Thompson, Vice President, seconded the motion. The motion carried 6/0.

6. Information Items

A. Review options for 2019 Graduation Ceremonies for La Marque High School and Texas City High School

Mrs. Susan Myers, Deputy Superintendent of Education, explained that according to TCISD tradition, graduation is held the day after the last day of instruction and the last day of teacher contracts – the next year will be Friday, May 31, 2019. Mrs. Myers presented the Board with three options for review by the Board for the 2019 Texas City ISD graduation.

Option I	La Marque High School	May 31, 2019	6:00 pm
	Texas City High School	May 31, 2019	8:00 pm
Option II	La Marque High School	June 1, 2019	3:00 pm
	Texas City High School	May 31, 2019	8:00 pm
Option III	Schools will alternate years between Friday and Saturday Graduation Ceremonies. 2019 graduations will be determined by a coin flip.	May 31, 2019	TBD
		June 1, 2019	TBD

B. Review Policy Update 110 (Second Reading) affecting local policies:

Dr. Terri Burchfield, Executive Director of Support Services, gave a summary of the Board Policy Update 110 changes proposed by TASB.

1. *BBA (LOCAL) BOARD MEMBERS ELIGIBILITY/QUALIFICATIONS This policy has been added to reference the district’s court order, which includes eligibility requirements for board members that differ from current law.*
2. *BBB (LOCAL) BOARD MEMBERS ELECTIONS This local policy has been revised based on the election information provided by your district and includes the district's election decisions as allowed by law, including the number of board members, length of board member terms, and election schedule; the general election date for the district; and the methods of election and voting. If the district is subject to a court order or other binding legal determination, reference to that information is also included.*
3. *BBC (LOCAL) BOARD MEMBERS VACANCIES AND REMOVAL FROM OFFICE This policy has been added to reference the district’s court order, which includes a specific process for filling a board member vacancy*

1. BBA(LOCAL): BOARD MEMBERS - ELIGIBILITY/QUALIFICATIONS
2. BBB(LOCAL): BOARD MEMBERS - ELECTIONS
3. BBC(LOCAL): BOARD MEMBERS - VACANCIES AND REMOVAL FROM OFFICE

C. Review Memorandum of Agreement between the Galveston County Health District and Texas City Independent School District

Dr. Terri Burchfield, Executive Director of Support Services, reviewed the Memorandum of Agreement between the Galveston County Health District and Texas City ISD. Dr. Burchfield explained that this agreement establishes the Strategic National Stockpile (SNS) or other public health emergencies. The SNS provides life-saving pharmaceutical; antidotes, medical supplies, and other emergency equipment that might be needed to address an infectious disease outbreak, bioterrorism or any other public health emergency. If approved, TCISD facilities could be used as a mass clinic to immunize or treat large numbers of people.

D. Review the Galveston County Texas A&M Agrilife Resolution for 2018-2019

Dr. Terri Burchfield, Executive Director of Support Services, reviewed the Galveston County Texas A&M Agrilife Resolution for 2018-2019. Dr. Burchfield explained that the State Board of Educators passed an amendment that requires Student Attendance Accounting for State Funding Purposes that allows public school students to be considered “in attendance” when participating in –off campus activities with an adjunct staff member of the school district. This resolution recognizes the Galveston County Texas 4-H Organization as approved for recognition and eligible for extracurricular status pertaining to extracurricular activities.

E. Review for approval a contract between TCISD and The Writing Academy for curriculum resources and training

Mrs. Susan Myers, Deputy Superintendent of Education, presented the contract with Writing Academy for Curriculum Resources and Summer Professional Development. Administration is seeking approval to contract with Writing Academy for the purchase of curriculum resources and training for the district’s 4th, 7th and EOC writing teachers in July 2018. The district is in need of updating resources and training for staff to keep up with STAAR changes. Title I, Title II and budgeted local funds will be used to pay the cost of this contract.

Item 6 F was pulled at this time.

F. Review for approval a request for the Texas City High School Robotics Team to travel out of the country to Wuhan, China for an invitational International Robotics Tournament

No action was taken.

G. Review for approval of a proposal to provide Welding and Pipefitting instruction for La Marque High School Students at College of the Mainland for the 2018-2019 school year

Mrs. Susan Myers, Deputy Superintendent of Education, reviewed the proposal for La Marque and Pipefitting students to attend COM for the 2018-2019 school year. The welding program will give students Dual College Credit and has the possibility of receiving NCCER and AWS Certifications. The Pipefitting program will be classified under continuing education and has the possibility of receiving NCCER certifications. TCISD will receive ADA for all La Marque students enrolled in these programs, which will offset the cost of student tuition, which will be billed to TCISD.

H. Review for approval Calvin Vincent Head Start Supplemental Funding – COLA Grant Application

Mrs. Susan Myers, Deputy Superintendent of Education, explained that Calvin Vincent was notified that the program qualifies for a Cost of Living Adjustment (COLA) of \$30,772 from The Consolidated Appropriations Act, 2018, which contains an increase of approximately \$9,863,095,000 for Head Start programs. A portion of the increase provides a cost-of-living adjustment (COLA) of 2.6, to assist grantees in increasing staff salaries and fringe benefits and offsetting higher operating cost.

The Calvin Vincent Head Start program follows the district's pay scale, and because of the timing of the grant application and the district's budgeting process, TCISD has not determined if a pay increase will occur for the 2018-19 school year. Therefore, in the grant application, increased funding is being budgeted to offset higher operating program costs. However, if the Board of Trustees approves a staff pay raise, the \$30,772 from the COLA grant will be moved to help cover the cost of the pay increase for Head Start Employees.

I. Review for approval the Calvin Vincent Head Start Application for Hurricane Disaster Assistance Funds

Mrs. Susan Myers, Deputy Superintendent of Education, reviewed the Calvin Vincent Head Start application for Hurricanes Disaster Assistance Fund. The Calvin Vincent Head Start program is requesting the Board's approval of their application to seek \$339,707 in Hurricane Disaster Relief funds to enlarge and improve the Center's existing playground area. Calvin Vincent saw an increase in enrollment of the Districts Pre-K program in 2018-19 from Hurricane Harvey. Additional playground equipment will benefit all programs at Calvin Vincent.

J. Review 2018-19 Budget Update

Mrs. Margaret Lee, Assistant Superintendent for Business & Operations, gave an update of the 2018-19 Budget. Mrs. Lee explained that they are updating information daily that affects the 2018-19 budget including staffing and property value appeals. A detailed budget will be coming on June 26, 2018.

K. Review May financial reports

Mrs. Margaret Lee, Assistant Superintendent for Business & Operations, presented the following financial reports:

1. General Fund Operating Statement
2. TEC 13.054 Local Fund Assignment Adjustment (LFAA)
3. Nutrition Services Operating Statement
4. Expenditures by Function - All
5. Expenditures by Function – 1XX
6. Expenditures by Function – Head Start
7. Check Register – All
8. Check Register – Head Start
9. Investment Report (TCG)
10. Tax Collector Report

L. Review budget amendments

Mrs. Margaret Lee, Assistant Superintendent for Business and Operations, discussed budget amendments as presented. The budget amendments consist of budget transfers and budget revisions. The budget revisions can only be initiated in the Business Office and may result in a change to the total budgeted revenues and/or expenditures. The Budget Revisions presented at this meeting have a net effect of zero.

1. Budget Transfers
2. Budget Revisions

M. Review Contract Renewals Requiring Board Approval

Mrs. Margaret Lee, Assistant Superintendent for Business & Operations, reviewed the following contracts for approval:

1. Student Accident Insurance \$88,336
2. Workers Compensation Stop Loss Insurance
3. Reading and Math Assessment Programs \$70,179

N. Review qualifications of Civil Engineer for upcoming parking and paving projects

Mrs. Margaret Lee, Assistant Superintendent for Business & Operations, explained that the District requires the professional services of a civil engineer for the parking and paving projects approved with the bond. Mrs. Lee included the qualifications of ARKK Engineers for consideration. A negotiated fee between seven percent and eight and a half percent for services is anticipated.

O. Review purchases greater than \$50,000

Mrs. Margaret Lee, Assistant Superintendent for Business and Operations, reviewed the following contracts for approval with the value greater than \$50,000:

1. HVAC Equipment for Blocker \$65,693.73
2. Furniture for Transition Campuses
3. Microsoft Software Volume Licensing \$62,835.70

P. Review Bids and Proposals

Mrs. Margaret Lee, Assistant Superintendent for Business & Operations, presented the following Bids:

1. Bid 28-04 Misc. Grounds Keeping Equipment and Supplies
2. Bid 28-05 Motor Vehicle Supplies and Parts
3. Bid 28-06 Fire Alarm System/Sprinkler System Maintenance and Inspection
4. Bid 28-08 Miscellaneous A/C Filters
5. Bid 28-09 Ready Mix Concrete
6. Bid 28-10 Plumbing Supplies
7. Bid 28-11 Uniforms for Maintenance Department
8. Bid 28-12 Xerographic Paper
9. Bid 28-13 Glass Replacement
10. Bid 28-14 Welding Supplies and Materials

Q. Review Board Policy CDA(Local) – Other revenue investments

Mrs. Margaret Lee, Assistant Superintendent for Business & Operations, reviewed the second reading - Policy CDA (Local): Other Revenue Investments. This investment is reviewed and adopted annually by the Board. This policy contains changes to the Investment Policy that were recommended by the District's Finance Committee last month.

R. Review Resolution Amending Authorized Representatives at TexPool

Mrs. Margaret Lee, Assistant Superintendent for Business & Operations, explained that TexPool requires a formal Board Resolution to make changes to the personnel that is authorized to inquire or initiates transactions at TexPool. Stefanie Brumfield, who is currently on the account, is no longer with the district. Administration requests that Zachary Cowey be put on as the Director of Finance on the TexPool account and that Stefanie Brumfield be removed from the authorized personnel at TexPool

S. Presentation by Jack Haralson on new construction

Mr. Jack Haralson, Assistant Director of Maintenance & Operations, reported on the status of current facilities projects.

7. Business/Legal/Finance Consent Agenda

Mr. Bryan Thompson, Vice President, moved to approve items A (1-10), B (1-2), C (1-3), D, E (1-3), F (1-10) and G, H, and I (1). Mr. Dickey Campbell, Board Member, seconded the motion. The motion carried 6/0.

A. Consider approval of May financial reports

1. General Fund Operating Statement
2. TEC 13.054 Local Fund Assignment Adjustment (LFAA)
3. Nutrition Services Operating Statement
4. Expenditures by Function - All
5. Expenditures by Function – 1XX
6. Expenditures by Function – Head Start
7. Check Register – All
8. Check Register – Head Start
9. Investment Report
10. Tax Collector Report

B. Consider approval of budget amendments

1. Budget Transfers
2. Budget Revisions

C. Consider approval of contracts Requiring Board Approval

1. Student Accident Insurance \$88,336
2. Workers Compensation Stop Loss Insurance
3. Reading and Math Assessment Programs \$70,179

- D. Consider approval of Civil Engineer for upcoming parking and paving projects
- E. Consider approval purchases greater than \$50,000
 - 1. HVAC Equipment for Blocker \$65,693.73
 - 2. Furniture for Transition Campuses
 - 3. Microsoft Software Volume Licensing \$62,835.70
- F. Consider approval of bids and proposals
 - 1. Bid 28-04 Misc. Grounds Keeping Equipment and Supplies
 - 2. Bid 28-05 Motor Vehicle Supplies and Parts
 - 3. Bid 28-06 Fire Alarm System/Sprinkler System Maintenance and Inspection
 - 4. Bid 28-08 Miscellaneous A/C Filters
 - 5. Bid 28-09 Ready Mix Concrete
 - 6. Bid 28-10 Plumbing Supplies
 - 7. Bid 28-11 Uniforms for Maintenance Department
 - 8. Bid 28-12 Xerographic Paper
 - 9. Bid 28-13 Glass Replacement
 - 10. Bid 28-14 Welding Supplies and Materials
- G. Consider approval of Board Policy CDA(Local) – Other revenue investments
- H. Consider approval of Resolution Amending Authorized Representatives at TexPool
- I. Consider approval of donations
 - 1. Foundation for the Future

8. Curriculum & Instruction Consent Agenda

Item 8E was pulled and no action was taken.

- E. Consider approval of a request for the Texas City High School Robotics Team to travel out of the country to Wuhan, China for an invitation International Robotics Tournament

Ms. Melba Anderson, Board Member, moved to approve items A (1-3), B, C, D, F, G, H, and I. Ms. Mable Pratt, Board Member, seconded the motion. The motion carried 6/0.

- A. Consider approval of Policy Update110 affecting local policies:
 - 1. BBA(LOCAL): BOARD MEMBERS - ELIGIBILITY/QUALIFICATIONS
 - 2. BBB(LOCAL): BOARD MEMBERS - ELECTIONS
 - 3. BBC(LOCAL): BOARD MEMBERS - VACANCIES AND REMOVAL FROM OFFICE

- B. Consider approval of Memorandum of Agreement between the Galveston County Health District and Texas City Independent School District
- C. Consider approval of the Galveston County Texas A&M Agrilife Resolution for 2018-2019
- D. Consider approval of contract between TCISD and The Writing Academy for writing curriculum resources and training
- F. Consider approval of proposal to provide Welding and Pipefitting instruction for La Marque High School Students at College of the Mainland for the 2018-2019 school year
- G. Consider approval of TCISD Calvin Vincent Head Start Supplemental Funding Application – COLA Grant Application
- H. Consider approval of Calvin Vincent Head Start Application for Hurricane Disaster Assistance Funds
- I. Consider approval of the May 2018 Head Start Director’s Report

9. Future Business

A. Future Agenda Items

- 1. Spring 2018 Assessment Results

B. Consider report by Superintendent and/or Board members regarding previous or upcoming activities for Board members

Dr. Rodney Cavness, Superintendent, reviewed the following upcoming activities:

- 1. June 4- July 26 Summer work hours
 - June 13-16 Summer Leadership Institute, San Antonio
 - July 4 Holiday

10. Closed Meeting - Closed meeting will be held for the purposes authorized by the Texas Open Meetings Act, Texas Government Code Section 551.071 - 551.087 concerning any and all purposes permitted by the Act, including but not limited to the following sections and purposes: Texas Government Code Sections:

Mr. Bryan Thompson, Vice President, made a motion to convene into a closed meeting under Texas Government Code Sections 551.071 through 551.087 Ms. Melba Anderson, Board Member, seconded the motion. The motion carried 6/0. The Board of Trustees entered closed session at 8:35 p.m.

- A. **551.071** For the purpose of a private consultation with the Board's attorney on all subjects or matter authorized by law
 - 1. when the governmental body seeks the advice of its attorney about:
 - a. Pending or contemplated litigation or
 - b. A settlement offer; or
 - 2. Consider legal advice regarding Annexation Determination by Texas Education Commissioner regarding La Marque ISD, including redistricting of trustee positions and related transition plan
 - 3. Consider legal advice regarding items specifically listed on the Agenda.
- B. **551.072** For the purpose of discussing the purchase, exchange, lease, or value of real property:
 - 1. Consider Annexation Determination by Texas Education Commissioner regarding La Marque ISD and related actions
 - 2. Review detachment and annexation of territory
- C. **551.073** For the purpose of discussing negotiated contracts for prospective gifts or donations
- D. **551.074** For the purpose of considering the appointment, employment, resignation, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee
 - 1. Consider hiring of professional personnel;
 - 2. Consider renewals, non-renewals, and terminations of contracts for professional personnel;
 - 3. Consider Annexation Determination by Texas Education Commissioner regarding La Marque ISD and related actions
 - 4. Organization of officers for the TCISD Board of Trustees for the 2017-2018 school year
- E. **551.076** For the purpose of considering the deployment, specific occasions for, or implementation of, security personnel or devices
- F. **551.082** For the purpose of considering discipline of a public school child, or complaint or charge against personnel
- G. **551.083** For the purpose of considering the students, guidelines, terms, or conditions the board will follow or will instruct its representatives to follow, in consultation with representative of employee groups
- H. **551.084** Excluding witness for a hearing
- I. **551.087** For deliberation regarding economic development negotiations
 - 1. Discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations;

2. Deliberate the offer of a financial or other incentive to a business prospect described by Subdivision (1)

11. Reconvene from Closed Meeting

The Board of Trustees reconvened into open session at 10:57 p.m.

12. Consider Action on Items Discussed in Closed Session

- A. Consider Board approval of professional personnel recommendations

Mr. Marcus Higgs, Executive Director of Human Resources, asked for approval of the hiring of professional personnel as discussed in closed session. Mr. Dickey Campbell, Board Member, moved for approval. Mr. Bryan Thompson, Vice President, seconded the motion. The motion carried 6/0.

- B. Consider Board approval of renewals, non-renewals and terminations of contracts for professional personnel and related actions

Mr. Marcus Higgs, Executive Director of Human Resources, asked for approval of the nonrenewal of the term contract of employment of Mark Belford as discussed in closed session and he further moved that the Superintendent be authorized to provide appropriate notice of this board's action. Mr. Bryan Thompson, Vice President, made a motion to accept the nonrenewal of the term contract of employment of Mark Belford as discussed in closed session. Mrs. Mabel Pratt, Board Member, seconded the motion. The motion carried 6/0.

Mr. Marcus Higgs, Executive Director of Human Resources, asked for approval of the nonrenewal of the term contract of employment of Shemika King as discussed in closed session and he further moved that the Superintendent be authorized to provide appropriate notice of this board's action. Mr. Bryan Thompson, Vice President, made a motion to accept the nonrenewal of the term contract of employment of Shemika King as discussed in closed session. Mr. Dickey Campbell, Board Member, seconded the motion. The motion carried 6/0.

- C. Consider approval of mediation agreement related to special education case, TEA Docket # 223-SE-0418

Mr. David Hodgins, District Attorney Thompson & Horton LLP, recommend that the Board authorize the Superintendent, in consultation with legal counsel, to approve a mediation agreement related to special education case, TEA Docket #233-SE-0418, as discussed in executive session. Mr. Dickey Campbell, Board Member, made a motion to accept to authorize the Superintendent, in consultation with legal counsel, to approve a mediation agreement related to special education case, TEA Docket #233-SE-0418, as discussed in executive session. Ms. Nakisha Paul, Board Member, seconded the motion, The motion carried 6/0.

D. Consider approval of personal services performed by the Superintendent, including business consultation, speaking engagements, workshops, etc., in accordance with Texas Education Code Section 11.201(E) and related actions

Mr. Hal Biery, President, asked for approval of personal services performed by the Superintendent, including business consultation, speaking engagements, workshops, etc., in accordance with Texas Education Code Section 11.201(E) and related actions. Mr. Bryan Thompson, Vice President, asked for approval of personal services performed by the Superintendent, including business consultation, speaking engagements, workshops, etc., in accordance with Texas Education Code Section 11.201(E) and related actions. Mr. Dickey Campbell, Board Member, seconded the motion. The motion carried 6/0.

13. Adjournment

Ms. Melba Anderson, Board Member, moved to adjourn the meeting at 11:00 p.m. Ms. Nakisha Paul, Board Member, seconded the motion. The motion carried 6/0.

Approved:

Hal Biery
TCISD Board of Trustees

Date

Adriana Lyle, Secretary
TCISD Board of Trustees

Date