**Minutes of Regular Board Meeting September 11, 2018**

**The Board of Trustees**

**Texas City Independent School District**

*Members Present: Hal Biery, President*

*Melba Anderson*

*Dickey Campbell*

*Nelson Juarez*

*Nakisha Paul*

*Mable Pratt*

*Absent: Bryan Thompson, Vice President*

*Present: Dr. Rodney Cavness, Superintendent*

*Susan Myers, Deputy Superintendent of Education*

*Dr. Terri Burchfield, Assistant Superintendent of Support Services*

*Marcus Higgs, Assistant Superintendent of Human Resources*

*Margaret Lee, Assistant Superintendent for Business & Operations*

*Keyonna Butler, Citizen*

*Richard Chapa, CTE Director*

*Marion Godeaux, Executive Director of Maintenance*

*Jack Haralson, Assistant Director of Maintenance &Operations*

*Michael Howell, Citizen*

*Charles Jones, Citizen*

*Adriana Lyle, Executive Administrative Assistant/Board Secretary*

*Allison Putman, Citizen*

*Kevin Sandes, Citizen*

*Richard Ressler, Director of Transportation*

*Melissa Tortorici, Director of Communications*

*Tray White, Director of Technology*

*Jay Williams, Citizen*

*Kimberly Yancy, Citizen*

A Regular Board Meeting of the Board of Trustees of Texas City Independent School District was held Tuesday, September 11, 2018, beginning at 6:30 PM in the Simpson Education Support Center Board Room.

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| 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**  *Mrs. Mable Pratt, Board Member, led the pledges to the flags.*  *Mr. Dickey Campbell, Board Member, gave the invocation.* | | | |  |
| 3. | **Public Forum**  *The following two Citizen spoke during Public Forum:*   * *Mr. Michael Howell, Citizen, spoke regarding security within the district.* * *Mrs. Kimberly Yanez, Citizen, spoke regarding the concession and chiller system.* * *Charles Jones Jr., Citizen, spoke regarding the water at La Marque High School* | | | |  |
| 4. | **Action Items** | | | |  |
| A. | | Consider approval of minutes for Board meetings held August 14, 2018, and August 28, 2018  *Mr. Dickey Campbell, Board Member, moved to approve the minutes from meetings* held August 14, 2018, and August 28, 2018. *Ms. Melba Anderson, Board Member, seconded the motion. The motion carried 6/0.* | | |  |
| 5. | **Information Items** | | | |  |
| A. | | Review August 2018 financial reports  *Mrs. Margaret Lee, Assistant Superintendent for Business & Operations, presented the following financial reports:* | | |  |
| 1. | | | Dashboards | |  |
| 2. | | | General Fund Operating Statement | |  |
| 3. | | | LFAA Operating Statement | |  |
| 4. | | | Nutrition Services Operating Statement | |  |
| 5. | | | Expenditures by Function - All | |  |
| 6. | | | Expenditures by Function – 1XX | |  |
| 7. | | | Expenditures by Function – Head Start | |  |
| 8. | | | Check Register – All | |  |
| 9. | | | Check Register - Head Start | |  |
| 10. | | | Investment Report | |  |
| 11. | | | Tax Collector Report | |  |
| B. | | Review bids and proposals  *Mrs. Margaret Lee, Assistant Superintendent for Business & Operations, presented the following bids and proposals:*  **Item B. 2C was pulled, to be revisited at the September 13, 2018 meeting.**  c. Connection, 120 laptops for 1:1 solution, Bond project | | |  |
| 1. | | | 28-18R Miscellaneous Fencing Materials | |  |
| 2. | | | Review purchases requiring Board approval | |  |
| a. | | | | Aries, change order for additional canopy, $232,143, Hurricane Harvey expense |  |
| b. | | | | Aries, change order for lighting, $7,179, Hurricane Harvey Expense |  |
| d. | | | | Xerox, copy machine leases, $267,017.22, General Fund |  |
| C. | | | | Review contracts renewals  *Mrs. Margaret Lee, Assistant Superintendent for Business & Operations, reviewed the following contracts for approval:* |  |
| 1. | | Bailey Military Institute, $12,000, TC 21st Century Grant | | |  |
| 2. | | | South Region Driving School, $6,000, TC 21st Century Grant | |  |
| 3. | | | Stellar Educational Consulting, $12,000, TC 21st Century Grant | |  |
| D. | | | Review new contracts  *Mrs. Margaret Lee, Assistant Superintendent for Business & Operations, explained this agreement is between Texas City ISD and Gulf Coast Speech Pathology, to provide speech-language services. This agreement will commence on August 29, 2018, and terminate June 4, 2019.* | |  |
| 1. | | Speech Therapist Consultant, Special Education Budget | | |  |
| E. | | | Present Facilities Report  *Mr. Jack Haralson, Assistant Director of Maintenance &Operations, reviewed site plans for the following sites:*   * *Bayou Rd Elementary* * *Sims Elementary* * *Guajardo Elementary* | |  |
| F. | | Review TASB initiated Policy Update 111 - Second Reading  *Dr. Terri Burchfield, Assistant Superintendent of Support Services, gave a summary of Board policy changed resulting from TASB Policy Update 111 – second reading.* | | |  |
| 1. | | BBD(LOCAL): BOARD MEMBERS - TRAINING AND ORIENTATION  *The law requires the board president to announce board member continuing education status at the last regular board meeting before trustee elections. The revisions to this local policy are recommended as best practice to promote transparency and clarify that the board president will annually announce the*  *status of each board member’s continuing education at the last meeting before the district’s regular uniform election date, even if an election is not scheduled or held.* | | |  |
| 2. | | | CAA(LOCAL): FISCAL MANAGEMENT GOALS AND OBJECTIVES - FINANCIAL ETHICS  *A revision to this policy on fraud and financial impropriety is recommended to clarify that reports of suspected impropriety may be made to a person who has authority to investigate the alleged activity, including the other individuals listed in the policy. This revision aligns the district's policy with Education*  *Code 37.148.* | |  |
| 3. | | | CJA(LOCAL): CONTRACTED SERVICES - CRIMINAL HISTORY  *As permitted by law, text at Emergencies authorizes the district employee in charge of a facility to determine whether an employee of a contracting or subcontracting entity who does not have the required criminal history review, or who has a disqualifying conviction, will be permitted to enter the facility in an emergency.* | |  |
| 4. | | | DEA(LOCAL): COMPENSATION AND BENEFITS - COMPENSATION PLAN  *A recommended revision to this local policy is to clarify the district's current policy provision on compensation payments to employees during emergency closings. The revised text continues to reflect that the district will pay employees for their regular duty schedule during a closing but provides the*  *board flexibility to decide otherwise through board action. In addition, the text requires the board, following a closure, to adopt a resolution or take other board action to establish the purpose and parameters for such payments.* | |  |
| 5. | | | DHE(LOCAL): EMPLOYEE STANDARDS OF CONDUCT - SEARCHES AND ALCOHOL/DRUG TESTING  *We have deleted your locally developed text at District Drug- and Alcohol-Testing Program; which includes Drug and Alcohol Test, Failure to Cooperate, and Notice; and we offer for your consideration new text at Reasonable Suspicion Alcohol and Drug Testing, which clarifies that the district may remove from duty and require testing of any employee if there is reasonable suspicion that the employee is under the influence of alcohol or drugs used in violation of district policy. The text also addresses*  *consequences for an employee's refusal to comply with testing and for violation of the district's drug and alcohol policy.* | |  |
| 6. | | | DI(LOCAL): EMPLOYEE WELFARE  *This local policy addressing drug-free awareness programs is recommended for deletion, as the content is adequately covered through the district's DH (LEGAL) and (LOCAL) policies.* | |  |
| 7. | | | FEA(LOCAL): ATTENDANCE - COMPULSORY ATTENDANCE  *A revision is recommended at Armed Services Enlistment to more accurately track the relevant statute, which requires a district to excuse a student 17 years of age or older for up to four days during the student's enrollment in high school to pursue military enlistment.* | |  |
| G. | | | Review District initiated policy revision DEC (LOCAL) - Second Reading  *Dr. Terri Burchfield, Assistant Superintendent of Support Services, gave a District initiated policy revision DEC (LOCAL) - Second Reading*  *Changes include language that would allow a campus administrator to recommend disciplinary action for excessive absences. It also specifically defines absenteeism as it relates to excessive absences. DEC (LOCAL) also serves as notice to employees regarding their right to apply for leave and to due process prior to termination or recommendation of termination.* | |  |
| 1. | | DEC (LOCAL): COMPENSATTION AND BENEFITS LEAVES AND ABSENCES | | |  |
| 6. | | | Review for approval of the Memorandum of Understanding between Resolve It, Inc. and Texas City ISD  *Mrs. Susan Myers, Deputy Superintendent of Education, reviewed the Memorandum of Understanding between Texas City ISD and Resolve It, Inc. Resolve It! is a counselling program, which provides free services for students whose lives have been affected by crime. TCISD has been implementing the program in our district since October 2012. The program is funded through a VOCA (Victims of Crime Act) Grant, and matching funds with no direct cost to the school district. Student referrals to Resolve It! are processed through the school counselors, and parent permission is obtained before the delivery of services. The program has proven to be very beneficial to students and families involved with the counseling services. Ms. Allison Puckman, Resolve it Inc., was here to answer any questions regarding the program.* | |  |
| 7. | **Business/Legal/Finance Consent Agenda**  *Ms. Melba Anderson, Board Member, moved to approve items A (1-10), B1, C (1, 2&4), D (1-3), E1, and F1. Mrs. Mable Pratt, Board Member, seconded the motion. The motion carried 6/0.*  ***Item 7C 3 was pulled to be to be revisited at the September 13, 2018 meeting.***  ***C 3.*** ***Connection, 120 laptops for 1:1 solution, Bond project*** | | | |  |
| A. | Consider approval of August 2018 financial reports | | | |  |
| 1. | | General Fund Operating Statement | | |  |
| 2. | | | LFAA Operating Statement | |  |
| 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 bids and proposals | |  |
| 1. | | 28-18R Miscellaneous Fencing Materials | | |  |
| C. | | | Consider approval of purchases requiring Board approval | |  |
| 1. | | Aries, change order for additional canopy, $232,143, Hurricane Harvey expense | | |  |
| 2. | | | Aries, change order for lighting at transition campuses, $7,179, Hurricane Harvey expense | |  |
| 4. | | | Xerox, copy machine leases, $267,017.22, General Fund | |  |
| D. | | | Consider approval of contracts renewals | |  |
| 1. | | | Bailey Military Institute, $12,000, TC 21st Century Grant | |  |
| 2. | | South Region Driving School, $6,000, TC 21st Century Grant | | |  |
| 3. | | | Stellar Educational Consulting, $12,000, TC 21st Century Grant | |  |
| E. | | | Consider approval of new contracts | |  |
| 1. | | | Speech Therapist Consultant, Special Education Budget | |  |
| F. | | Consider approval of Gifts / Donations | | |  |
| 1. | | | Foundation | |  |
| 8. | | **Curriculum & Instruction Consent Agenda**  *Mr. Dickey Campbell, Board Member, moved to approve items A (1-7), B1, C, and D. Mrs. Mabel Pratt, Board Member, seconded the motion. The motion carried 6/0.* | | |  |
| A. | | | Approve TASB initiated Policy Update 111 - Second Reading | |  |
| 1. | BBD(LOCAL): BOARD MEMBERS - TRAINING AND ORIENTATION | | | |  |
| 2. | | CAA(LOCAL): FISCAL MANAGEMENT GOALS AND OBJECTIVES - FINANCIAL ETHICS | | |  |
| 3. | | | CJA(LOCAL): CONTRACTED SERVICES - CRIMINAL HISTORY | |  |
| 4. | | | DEA(LOCAL): COMPENSATION AND BENEFITS - COMPENSATION PLAN | |  |
| 5. | | | DHE(LOCAL): EMPLOYEE STANDARDS OF CONDUCT - SEARCHES AND ALCOHOL/DRUG TESTING | |  |
| 6. | | | DI(LOCAL): EMPLOYEE WELFARE | |  |
| 7. | | | FEA(LOCAL): ATTENDANCE - COMPULSORY ATTENDANCE | |  |
| B. | | | Approve District initiated policy revision DEC (LOCAL) - Second Reading | |  |
| 1. | | | DEC (LOCAL): COMPENSATTION AND BENEFITS LEAVES AND ABSENCES | |  |
| C. | | Consider approval of the Memorandum of Understanding between Resolve It, Inc. and Texas City ISD | | |  |
| D. | | | Consider for approval the August 2018 Head Start Director’s Report | |  |
| 9. | | **Future Business** | | |  |
| A. | | Future Agenda Items | | |  |
| B. | Consider report by Superintendent and/or Board members regarding previous or upcoming activities for Board members | | | |  |
| 1. | | September 12    State of Education Business Luncheon, Doyle Convention Center, 11:30 a.m. | | |  |
| 2. | | September 28-30    TASA/TASB Conference in Austin, TX | | |  |
| 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:  *Ms. Melba Anderson, Board Member, made a motion to convene into a closed meeting under Texas Government Code Sections 551.071 through 551.087 Mrs. Mable Pratt, Board Member, seconded the motion. The motion carried 6/0. The Board of Trustees entered closed session at 7:17 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 | |  |
| 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 in to open session at 7:42 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. Ms. Melba Anderson, Board Member, moved for approval. Ms. Nakisha Paul, Board Member, seconded the motion. The motion carried 6/0.* | | | |  |
| B. | Consider Board approval of renewals, non-renewals and termination s of contracts for professional personnel and related actions  *Mr. Marcus Higgs, Executive Director of Human Resources, stated that there was no recommendation at this time.* | | | |  |
| 13. | | **Adjournment**  *Mr. Dickey Campbell, Board Member, moved to adjourn the meeting at 7:43 p.m. Ms. Nakisha Paul, Board Member, seconded the motion. The motion carried 6/0.*  Approved:    \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Hal Biery Date  TCISD Board of Trustees  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Adriana Lyle, Secretary Date  TCISD Board of Trustees | | |  |
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