

Minutes of Regular Board Meeting April 9, 2019

The Board of Trustees Texas City Independent School District

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

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

Anne Anderson, Director of Elementary Education
James Banks, Executive Director of Technology
Don Burrows, Community
Richard Chapa, Director of CTE
Edna Courville, Community
Catherine Crawford, Higginbotham
Rev. James Daniel, Community
Mark Dilliars, Higginbotham
Marion Godeaux, Executive Director of Maintenance
Chad Hall, RT Speciality
Christina Hall-Paine, Executive Director of Foundation
Jack Haralson, Assistant Director of Maintenance & Operations
David Hodgins, TCISD Attorney
Nathan Jackson, Director of Student Outreach
Vanessa McAfee, Community
Ryan Moss, Higginbotham
Adriana Lyle, Executive Administrative Assistant/Board Secretary
Donna Peterson, Director of Special Education
Justin Puirdy, CRC
Melissa Tortorici, Director of Communications
Julie Southworth, Director of Secondary Education
John VanDever, Director of Nutrition

A Regular Board Meeting of the Board of Trustees of Texas City Independent School District was held Tuesday, April 9, 2019, 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

*Mr. Bryan Thompson, Vice President, led the pledges to the flags.
Mrs. Mable Pratt, Board Member, gave the invocation.*

3. Public Forum

There was no Public Forum at this time.

4. Action Items

- A. Consider approval of minutes for Board meetings held March 19, 2019

Mr. Bryan Thompson, Vice President, moved to approve the minutes from meetings held March 19, 2019. Mr. Dickey Campbell, Board Member, seconded the motion. The motion carried 7/0.

- B. Consider the recommendation from the Facility Naming Committee

Ms. Nakisha Paul, Board Member, explained that according to Board Policy CW (LOCAL) the Board is allowed to appoint a committee to study proposed names for buildings and or portions of buildings. The facilities Naming Committee met, reviewed and considered all proposals and presented for recommendation and approval the following two proposals. Jimmy Hayley Elementary, Mr. Haley served as a La Marque Board Member for 27 years, a Texas City Chamber of Commerce executive, and an ambassador for education in the community. The Committee also named the Ralph C. Allen Gym at the new La Marque Middle School, Mr. Ralph C. Allen was a Coach, Athletic Director, Principal, Assistant Principal, and Teacher. Mr. Allen guided La Marque through the days of integration from Lincoln to La Marque.

Mr. Bryan Thompson, Board Vice President, made a recommendation to accept the proposals made by the Facilities Naming Committee as presented. Ms. Melba Anderson, Board Member, seconded the motion. The motion carried 7/0.

C. CONSIDERATION AND APPROVAL OF AN ORDER AUTHORIZING THE ISSUANCE BY THE TEXAS CITY INDEPENDENT SCHOOL DISTRICT OF ITS UNLIMITED TAX SCHOOL BUILDING AND REFUNDING BONDS, SERIES 2019; LEVYING A CONTINUING DIRECT ANNUAL AD VALOREM TAX FOR THE PAYMENT OF THE BONDS; PRESCRIBING THE FORM, TERMS, CONDITIONS, AND RESOLVING OTHER MATTERS INCIDENT AND RELATED TO THE ISSUANCE, SALE, AND DELIVERY OF THE BONDS, INCLUDING THE APPROVAL AND DISTRIBUTION OF AN OFFICIAL STATEMENT PERTAINING THERETO; AUTHORIZING THE EXECUTION OF A PAYING AGENT/REGISTRAR AGREEMENT, A PURCHASE CONTRACT, AND AN ESCROW DEPOSIT LETTER PERTAINING TO THE BONDS; COMPLYING WITH THE LETTER OF REPRESENTATION ON FILE WITH THE DEPOSITORY TRUST COMPANY; AUTHORIZING THE EXECUTION OF ANY NECESSARY ENGAGEMENT AGREEMENTS WITH THE DISTRICT'S FINANCIAL ADVISORS AND/OR BOND COUNSEL; DELEGATING THE AUTHORITY TO CERTAIN MEMBERS OF THE BOARD OF TRUSTEES AND DISTRICT STAFF TO EXECUTE CERTAIN DOCUMENTS RELATING TO THE SALE OF THE BONDS; AND PROVIDING AN EFFECTIVE DATE.

Mr. Mark McLiney, from SAMCO, explained SAMCO's recommendation for the District to utilize a negotiated sale for the upcoming bond sales. In addition, Mr. McLiney provided presentation based on no property value growth reflecting how SB 1353 and annexation funds will be utilized no maintain an I & S tax rate of \$0.3449. All funds received under SB 1353 will be utilized to maintain an I&S tax rate of \$0.3449. If property values increase, the total amount of budgeted annexation funds may not be needed to maintain the rate.

Mr. Dickey Campbell, Board Member, made a motion to approve the Bond Order for consideration and approval of an order authorizing the issuance by the Texas City ISD of it's unlimited tax school building and refunding bonds, Series 2019; Levying a continuing direct annual ad valorem tax for the payment of the bonds; prescribing the form. Terms, conditions, and resolving other matters incident and related to the issuance, sale, and delivery of the bonds, including the approval and distribution of an official statement pertaining thereto; authorizing the execution of a paying agent/registrar agreement, a purchase contract, and an escrow deposit letter pertaining to the bonds; complying with the letter of representation on file with the depository trust company; authorizing the execution of any necessary engagement agreements with the district's financial advisors and /or bond counsel; delegating the authority to certain members of the Board of Trustees and District Staff to execute certain documents relating to the sale of the bonds and providing an effective date as provided and presented. Ms. Melba Anderson, Board Member, seconded the motion. The motion carried 7/0.

5. Information Items

A. Review for approval 2019 summer work hours

Mrs. Susan Myers, Deputy Superintendent of Education, presented a four-hour work week for the 2019 summer. Work hours would begin June 3, 2019 – August 1, 2019. District offices will be open Monday through Thursday and closed on Friday. Staff will work a 10-hour work day, with 30 minutes allotted for lunch. The TCISD Maintenance Department will continue a traditional 5-day, 40-hour work week throughout the summer months.

B. Review for approval the Calvin Vincent Head Start 2019 Enrollment Application

Mrs. Susan Myers, Deputy Superintendent of Education, reviewed the 2019-2020 TCISD Calvin Vincent Head Start pre-enrollment application with prioritization. It is utilized to determine the students who are most in need of services at the Head Start Program.

C. Review of Board Member Continuing Education Training Hours for 2018-2019

Mr. Hal Biery, Board President, stated that the Texas Administrative Code requires School Board Members to receive a minimum number of training hours each year. Mr. Hal Biery presented a summary of the Continuing Education Requirements for School Board Members and the hours earned by each TCISD Trustee in 2017-18. All Board Members exceeded their required training hours.

D. Review March 2019 financial reports

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

1. Fund Balance Estimate
2. General Fund 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. Bond Accounting
10. Investment Report
11. Tax Collector Report

E. 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

F. Review Bids and Proposals

Mrs. Margaret Lee, Assistant Superintendent for Business & Operations, presented the following bids and proposals:

1. Bid 29-02 Miscellaneous Banquet Supplies
2. Bid 28-03 Custodial Supplies

G. Review Audit Engagement Letter from Weaver

Mrs. Margaret Lee, Assistant Superintendent for Business & Operations, reviewed the 2019 Audit Engagement Letter from Weaver. The letter discussed the audit objectives, defines TCISD's responsibilities, and describes Weaver's audit procedures. The 2018 audit was \$78,000 and included the implementation of GASB 75 relating to OPEB liability which was in addition to the responsibilities outlined in the audit engagement letter. The audit is based on an hourly rate and the education/experience of the staff assigned to our engagement. If approved Weaver would conduct the audit the first week of June and return in October to finalize the results of operations for the 2018-19 school year.

H. Review proposals for general liability wrap insurance program, excess/umbrella, and builder's risk policy

Mrs. Margaret Lee, Assistant Superintendent for Business & Operations, reviewed proposals for the owner-controlled insurance program. Mrs. Lee stated that the District engaged Robert V. Reim Company to procure a general liability wrap policy and builder's risk property insurance. The District received one proposal by Robert V. Reim Company discussing the cost and benefits of the policies and a summary review of the policies.

- I. Consider for possible action to approve legal services agreement with Sara Leon & Associates

Dr. Rodney Cavness, Superintendent, stated that TCISD currently contracts with Powell and Leon for Chapter 323 legal services. Dr. Cavness explained that the firm recently split. It is Administration's recommendation that the District continue with Sara Leon for services related to Chapter 313 value limitation agreements and engage her new firm, Sara Leon Associates, to perform services for TCISD.

- J. Presentation by Jack Haralson on new construction

Mr. Jack Haralson, Assistant Director of Maintenance & Operations, gave an update of the districts construction projects.

6. Business/Legal/Finance Consent Agenda

Mr. Dickey Campbell, Board Member, moved to approve items A (1-11), B (1-2), C (1-2), D, E, F, and G (1-2). Mr. Bryan Thompson, Vice President, seconded the motion. The motion carried 7/0.

- A. Consider approval of March 2019 financial reports
 1. Fund Balance Estimate
 2. General Fund 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. Bond Accounting
 10. Investment Report
 11. Tax Collector Report
- B. Consider approval of budget amendments
 1. Budget Transfers
 2. Budget Revisions
- C. Consider approval of bids and proposals
 1. Bid 29-02 Miscellaneous Banquet Supplies
 2. Bid 28-03 Custodial Supplies
- D. Consider approval of Audit Engagement Letter from Weaver
- E. Consider approval of general liability wrap insurance program, excess/umbrella, and builder's risk policy

- F. Consider approval of legal services agreement with Sara Leon & Associates
- G. Consider approval of donations
 - 1. Foundation for the Future
 - 2. Gulf Coast Waste Disposal Authority

7. Curriculum & Instruction Consent Agenda

Ms. Melba Anderson, Board Member, moved to approve items A, B, and C. Mr. Bryan Thompson, Vice President, seconded the motion. The motion carried 7/0.

- A. Consider approval of the 2019 summer work hours
- B. Consider approval of the Calvin Vincent Head Start 2019 Enrollment Application
- C. Consider approval of the March 2019 Head Start Director's Report

8. Future Business

- A. Future Agenda Items
- B. Consider report by Superintendent and/or Board members regarding previous or upcoming activities for Board members
 - 1. April 11 Sealed proposals for subcontractors due
 - 2. April 19 Good Friday - Holiday
 - 3. May 14 Regular Board Meeting

- 9. 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. Mrs. Mable Pratt seconded the motion. The motion carried 7/0. The Board of Trustees entered closed session at 7:16 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. **551.0821**
 1. Consider mediation agreement related to special education case, TEA Docket No. 122-SE-1218, and related actions
 - G. **551.082** For the purpose of considering discipline of a public-school child, or complaint or charge against personnel
 - H. **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
 - I. **551.084** Excluding witness for a hearing
 - J. **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)
10. **Reconvene from Closed Meeting**

The Board of Trustees reconvened into open session at 7:54 p.m.

11. **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. Bryan Thompson, Vice President, moved for approval. Mr. Nelson Juarez, Board Member, seconded the motion. The motion carried 7/0.

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

There were no renewals, non-renewal, and terminations at this time.

12. Adjournment

Ms. Melba Anderson, Board Member, moved to adjourn the meeting at 7:55 p.m. Ms. Nakisha Paul Board Member seconded the motion. The motion carried 7/0.

Approved:

Hal Biery Date
TCISD Board of Trustees

Adriana Lyle, Secretary Date
TCISD Board of Trustees