

Minutes of Regular Board Meeting December 10, 2019

The Board of Trustees Texas City Independent School District

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

Absent: *Dickey Campbell*

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

Also Present: *Flo Adkins, Principal of La Marque Middle School*
Erica Allen, Principal of Heights Elementary
Anne Anderson, Director of Elementary Education
James Banks, Executive Technology Director
Lisa Campbell, Director of Student Data
Richard Chapa, Director of CTE
Lt. Brent Cooley, TCISD SLO
Zack Cowey, Director of Finance
Joan Finn, La Marque Teacher
Debbie Fuller, Principal of Guajardo Elementary
Felicia Garrett, Principal of Levi Fry Intermediate
Lincoln Hypolite, Principal of Texas City High School
David Hodgins, TCISD Attorney
Nathan Jackson, Director of Student Outreach
Adriana Lyle, Executive Administrative Assistant/Board Secretary
Bradley Leonard, Supervisor of Transportation
Patti Martin, Principal of La Marque Primary
Mike Matranga, Executive Director of Safety
Pam McNeel, Credit Union
Wendy Patterson, Principal of Roosevelt Wilson Elementary
Don Pursley, Director of Facilities
Charles Quilter, Network Manager
Richard Ressler, Director of Transportation

Clarissa Silva, Communication Specialist
Sherri Simmons, Director of Curriculum and Accountability
Craig Straw, Director of Safety
Melissa Tortorici, Director of Communications
John VanDever, Director of Nutrition
Geny White, Coordinator of Curriculum and Training
Sharon Williams, Principal of La Marque Elementary

Also Present: Please see attached signature list for additional attendees

A Regular Board Meeting of the Board of Trustees of Texas City Independent School District was held Tuesday, December 10, 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. Bryan Thompson, President, called the meeting to order at 6:30 p.m. Mr. Thompson 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. Melba Anderson, Board Member, led the pledges to the flags.
Mrs. Melba Pratt, Board Member, gave the invocation

3. Public Forum

No Public Forum request was made at this time.

4. Special Recognition

Melissa Tortorici, Director of Communications, recognized the following students and staff:

Outstanding School Supply Donors

Marathon Petroleum GBR, Kroger in Texas City and Wal-Mart in La Marque

Blocker Middle School All-Region and All-District Band

Daren Maris and Alexandra Rodriguez, All-District Band Nicole Spriggs, Ashlyn Fountain, and Max Pickett, All-Region Band, Band Director Jose' M. Chaidez, Jr.

Blocker Football Undefeated and Unscored On

Team Captains Caleb Bell, Joey Duran, Camryn Greif, and Andre Thompson, Coaches Jason Davis and B.J. Johnson

District 11-4A MVP for LMHS Junior

Jauron Reid, Jr. Head Coach Shone Evans

State Cross Country Meet for TCHS Senior

Colton Stunkard Head Coach Greg Sharpe

District Christmas Card

Katy Garcia and Rylie McCarty Katy Garcia Art Teachers Megan Carpenter and Joan Finn

5. Public Hearing

- A. Convene public hearing and take public comment regarding the Application for Value Limitation Agreement from Gulf Coast Ammonia, LLC, Comptroller Application #1402 pursuant to Chapter 313 of the Texas Property Tax Code

Mr. Bryan Thompson, President, began the meeting at 6:43 p.m. Mr. Thompson introduced Dr. Greg Pool, Jigsaw Consulting, who gave an update regarding the Application for Value Limitation Agreement from Gulf Coast Ammonia, LLC, Comptroller Application #1402 pursuant to Chapter 313 of the Texas Property Tax Code. The hearing closed at 6:50 p.m.

6. Action Items

- A. Consider approval of minutes for Board meetings held November 12, 2019.

Mrs. Mable Pratt, Board Member, moved to approve the minutes from meetings held on November 12, 2019. Mr. Nelson Juarez, Board Member, seconded the motion. The motion carried 6/0.

- B. Consider approval of the Annual Financial Report after presentation and discussion from the District's auditors.

Mr. Greg Peterson, Weaver Assurance.Tax.Advisory, concluded TCISD's financial audit and prepared the Annual Financial and Compliance Report for the 12 months ending August 31, 2019. Included in the Board Book is the Draft version of the audit. The Finance Committee will meet with auditors on December 9, 2019, to go over the audit in detail. Mr. Hal Biery, Board Member,

made a motion to approve TCISD's Final Annual Financial and Compliance Report for the 12 months ending August 31, 2019. Ms. Melba Anderson, Board Member, seconded the motion. The motion carried 6/0.

- C. Acknowledgement of conflict of interest policy in connection with the application for agreement for limitation on appraised value of property for school district maintenance and operations taxes from Gulf Coast Ammonia, LLC, Comptroller Application #1402

Mr. David Hodgins, Attorney, presented the acknowledgement of conflict of interest policy. Mr. Hodgins stated that the acknowledgment presented is a standard conflict. It is recommended for approved as presented. Mrs. Mable Pratt, Board Member, made a motion to accept the acknowledgement of conflict of interest policy as presented. Mr. Nelson Juarez, Board member, seconded the motion. The motion carried 6/0.

- D. Consider and possible action to approve Board Findings pursuant to Chapter 313 of the Texas Property Tax Code regarding the Application for Value Limitation Agreement from Gulf Coast Ammonia, LLC, Comptroller Application #1402

Mr. David Hodgins, Attorney, explained that this is the required board finding related to Chapter 313 that have been proposed regarding the eligibility of the company as well as the school district. It is recommended for approval. Ms. Nakisha Paul, Vice President, made a motion to approve Board Findings pursuant to Chapter 313 of the Texas Property Tax Code regarding the Application for Value Limitation Agreement from Gulf Coast Ammonia, LLC, Comptroller Application #1402 as presented. Mr. Nelson Juarez, Board Member, seconded the motion. The motion carried 6/0.

- E. Consider and possible action to approve an Agreement under Texas Economic Development Act for a Limitation on Appraised Value of Property for School District Maintenance and Operation Taxes with Gulf Coast Ammonia, LLC, Comptroller Application #1402

Mr. David Hodgins, Attorney, explained that this is the approval for the actual Chapter 313 agreement that was presented in the Public Hearing. It is recommended for approval and as recommended by legal counsel. Mr. Hal Biery, Board Member, made a motion to accept the Agreement under Texas Economic Development Act for a Limitation on Appraised Value of Property for School District Maintenance and Operation Taxes with Gulf Coast Ammonia, LLC, Comptroller Application #1402 as presented. Ms. Melba Anderson, Board Member, seconded the motion. The motion carried 6/0.

7. Information Items

A. Review October and November financial reports

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

1. Expenditure Dashboard
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. Review budget amendments requiring approval under Board Policy CE(Local)

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

C. Review contracts requiring approval under Board Policy CH(Local) or Contract Procedures Manual

Mrs. Margaret Lee, Assistant Superintendent for Business & Operations, presented the following Contract Procedures Manuals. All four vendors are awarded vendors through TCISD's bid number 29-34 after school activities:

1. *Abelito Art*

Provides an instructional program for the Cycle 9 ACE (21st Century) after school program designed to introduce art methods through the

implementation of social and emotional projects such as personal paintings, digital media, carpentry, fabric arts, and art economics.

2. Developing Minds

The Developing Minds program provides an instructional program for the Cycle 9 ACE (21st Century) after school program designed to introduce the game of chess.

3. Challenge Island

The Challenge Island program provides hands-on, cross-curricular instruction to students in the ACE (21st Century), Cycle 9 after school program.

4. Golf Scholars

Provide an instructional program for the Cycle 9 ACE (21st Century) after school program to introduce the game of golf.

D. Review purchases requiring approval under Board Policy CH(Local), Federal and/or State purchasing laws

Laptops for elementary schools

Mrs. Margaret Lee, Assistant Superintendent for Business & Operations, explained that at the beginning of the 2019-2020 school year, the district began a 1-1 laptop program for all students in grades 7-12. As part of the program, laptops were provided for teachers grades 7-12 who expressed a desire to have one. These laptops are provided in addition to the PC's that the teachers use. Laptops can be used in the classroom for instruction or can be taken home for school use. This proposal is to provide laptops to all elementary teachers; laptops will again be provided in addition to the PC's the teachers currently have for use. The laptops will be available for instructional purposes or can be taken home for school use as needed. The funds for this project will come from the technology budget, technology refresh account.

E. Review Facilities / New Construction Report

Mr. Don Pursley, Director of Facilities, presented an update of district facilities.

F. Review proposed Change Orders for 2018 Bond Projects

Mr. Don Pursley, Director of Facilities, reviewed the following change orders paid with bond funds to be approved by Trustees. The following Change Orders are being presented to Trustees for consideration and subsequent approval:

1. Fire Riser Change Order

A scope gap has been identified between the utility contractor providing the fire from the city connection to the building fire sprinkler system. It is recommended that TCISD use the JM Reed and change the order to provide the fire line riser to close the gap between the two scopes of work.

2. Canopy Contractor Change

Trustees previously approved negotiations with Aluminum Techniques for the canopies that the three elementary schools use. After further review, IBI requested that the District use Avadek, a top rated canopy contractor, who has installed canopies at all of our existing schools. There is no additional cost for this change

G. Review TASB initiated localized updates, Policy 114, affecting local policies (First Reading):

Dr. Terri Burchfield, Assistant Superintendent of Support Services, reviewed a summary of the Board policy changes resulting from TASB Policy Update 114.

1. BE(LOCAL): BOARD MEETINGS

BED(LOCAL): BOARD MEETINGS - PUBLIC PARTICIPATION

CCGB(LOCAL): AD VALOREM TAXES - ECONOMIC DEVELOPMENT

CDA(LOCAL): OTHER REVENUES - INVESTMENTS

CH(LOCAL): PURCHASING AND ACQUISITION

CKC(LOCAL): SAFETY PROGRAM/RISK MANAGEMENT - EMERGENCY PLANS

CKE(LOCAL): SAFETY PROGRAM/RISK MANAGEMENT - SECURITY PERSONNEL

CQ(LOCAL): TECHNOLOGY RESOURCES

CQB(LOCAL): TECHNOLOGY RESOURCES - CYBERSECURITY

DFFA(LOCAL): REDUCTION IN FORCE - FINANCIAL EXIGENCY

DH(LOCAL): EMPLOYEE STANDARDS OF CONDUCT

EHBB(LOCAL): SPECIAL PROGRAMS - GIFTED AND TALENTED STUDENTS

FDE(LOCAL): ADMISSIONS - SCHOOL SAFETY TRANSFERS

FFAA(LOCAL): WELLNESS AND HEALTH SERVICES - PHYSICAL EXAMINATIONS

FFB(LOCAL): STUDENT WELFARE - CRISIS INTERVENTION

FFBA(LOCAL): CRISIS INTERVENTION - TRAUMA-INFORMED CARE

FL(LOCAL): STUDENT RECORDS

GBAA(LOCAL): INFORMATION ACCESS - REQUESTS FOR INFORMATION

GKA(LOCAL): COMMUNITY RELATIONS - CONDUCT ON SCHOOL PREMISES

- H. Review for approval the Memorandum of Understanding between TCISD and College of the Mainland – College Connections

Mrs. Susan Myers, Deputy Superintendent of Education, reviewed the MOU between TCISD and College of the Mainland – College Connections. This program allows the College of the Mainland to work with the local School Districts in preparing students for post-secondary education. The program places a College Connection s advisor on high school campuses for providing guidance and support to students making decisions regarding their future education plans. COM would like to continue the College Connection program with both Texas City High School and La Marque High School participating from January 2020 through August 2023.

- I. Review for approval the contract between TCISD and Avondale House for Non-Public Day School placement of a student with disabilities

Mrs. Susan Myers, Deputy Superintendent of Education, reviewed the Avondale House Placement for 2019-2020. It is Administrations request to contract with Avondale House to provide services for a special education student with severe behavioral and life skills needs.

Avondale House is approved by TEA as a Non-Public Day School. The educational program at Avondale House is tailored to meet the specific individual needs of this student. Local Funds will be used for this placement. The district will apply for reimbursement via the High Cost Funds Application Grant.

J. Review for Approval of New Paraprofessional Position in TCISD

Mrs. Susan Myers, Deputy Superintendent of Education, stated that in November of 2019, Texas State School for the Blind and Visually Impaired conducted a two-day on-site visit to provide programing recommendations for a student with deaf-blindness. It was recommended that the District provide a Visually Impaired paraprofessional intervener who will receive training upon hire that is needed for an individual student with deaf-blindness.

K. Review for Approval of New Professional Position in TCISD

Mr. Mike Matranga, Executive Director of Safety, presented for consideration a job description authored for a District Behavioral Care Manger. This position would require day to day operations of managing threats of self-harm, self-mutilation and threats of mass violence to our students, staff and community who would work day to day with the current safety team assessing student behaviors and finding resolutions.

8. Business/Legal/Finance Consent Agenda

Ms. Melba Anderson, Board Member, moved to approve items A (1-10), B (1-2), C (1-4), D (1), E (1), and F. Mr. Hal Biery, Board Member, seconded the motion. The motion carried 6/0.

Item 8G pulled to be discussed separately.

G. Consider Approval of New Professional Position in TCISD

Mr. Bryan Thompson, President, reviewed for consideration the approval of the New Professional Position in TCISD. Mr. Nelson Juarez, Board Member, made a motion to approve the New Professional Position in TCISD. Mr. Hal Biery, Board Member, seconded the motion. The motion carried as follows — 3 in favor (Mr. Bryan Thompson, Mr. Hal Biery, Mr. Nelson Juarez), and 3 opposed (Ms. Nakisha Paul, Ms. Melba Anderson, and Mrs. Mabel Pratt) Mr. Dickey Campbell was absent. The motion tied and will have to be brought back at another time.

- A. Consider approval of November financial reports
 - 1. General Fund Operating Statement
 - 2. Nutrition Services Operating Statement
 - 3. Expenditures by Function - All
 - 4. Expenditures by Function – 1XX
 - 5. Expenditures by Function – Head Start
 - 6. Check Register – All
 - 7. Check Register – Head Start
 - 8. Bond Accounting
 - 9. Investment Report
 - 10. Tax Collector Report
- B. Consider approval budget amendments requiring approval under Board Policy CE(Local)
 - 1. Budget Transfers
 - 2. Budget Revisions
- C. Consider approval of contracts requiring approval under Board Policy CH(Local) or Contract Procedures Manual
 - 1. Abelito Art
 - 2. Developing Minds
 - 3. Challenge Island
 - 4. Golf Scholars
- D. Review purchases requiring approval under Board Policy CH(Local), Federal and/or State purchasing laws
 - 1. Laptops for elementary schools
- E. Consider approval of gifts and donations according to Board Policy CDC(Local)
 - 1. TCISD Foundation for the Future
- F. Consider Approval of New Paraprofessional Position in TCISD

9. Curriculum & Instruction Consent Agenda

Ms. Melba Anderson, Board Member, moved to approve items A, B, and C. Mr. Hal Biery, Board Member, seconded the motion. The motion carried 6/0.

- A. Consider approval of the Memorandum of Understanding between TCISD and College of the Mainland – College Connections
- B. Consider approval of contract between TCISD and Avondale House for Non-Public Day School placement of a student with disabilities

C. Consider approval of the November 2019 Calvin Vincent Head Start Director's Report

10. **Future Business**

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

1. December 19-January 3 - Christmas Holidays
- January 14 - Regular Board Meeting

11. **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. Ms. Nakisha Paul, Vice President, seconded the motion. The motion carried 6/0. The Board of Trustees entered closed session at 7:58 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 when the governmental body seeks the advice of its attorney about:

1. Pending or contemplated litigation or
2. A settlement offer, or
On a matter in which the duty of the attorney to the governmental body, under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this Chapter;
3. Consider legal advice regarding items specifically listed on the Agenda.
4. Consultation with legal counsel regarding an Application for Value Limitation Agreement from Gulf Coast Ammonia, LLC pursuant to Chapter 313 of the Texas Property Tax Code

B. **551.072** For the purpose of discussing the purchase, exchange, lease, or value of real property:

1. Consider Proposed Middle School Site and relate actions regarding value of land and potential negotiations with a third party.
2. Discuss possible valuation of surplus district property and possible purchase of additional properties located in district
3. 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 renewals, non-renewals, and terminations of contracts for professional and nonprofessional personnel to include superintendent's contract.
- 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)

12. Reconvene from Closed Meeting

The Board of Trustees reconvened into open session at 9:25 p.m.

13. 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 all professional personnel recommendations as discussed in closed session. Ms. Nakisha Paul, Vice President, moved for approval. Mr. Nelson Juarez, Board Member, 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

No action was taken at this time.

14. Adjournment

*Ms. Melba Anderson, Board Member, moved to adjourn the meeting at 9:26 p.m.
Mrs. Mable Pratt, Board Member, seconded the motion. The motion carried 6/0.*

Approved:

Bryan Thompson
TCISD Board of Trustees

Date

Adriana Lyle, Secretary
TCISD Board of Trustees

Date