

Minutes of Regular Board Meeting October 8, 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
Marcus Higgs, Assistant Superintendent of Human Resources
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
Kim Baldwin, TCISD Accountant
Lenard Bradley, Transportation Supervisor
Theresa Burnett, Payroll Clerk
Lisa Campbell, Director of Student Data
Richard Chapa, Director of CTE
Lt. Brent Cooley, TCISD SLO
Edna Courville, Community
Zack Cowey, Director of Finance
Rev. Daniels, Community
Matt Doyle, Mayor of Texas City
Debbie Fuller, Principal of Guajardo Elementary
Tony Furman, Principal of Blocker Middle School
Felicia Garrett, Principal of Levi Fry Intermediate
Marion Godeaux, Director of Maintenance
Lincoln Hypolite, Principal of Texas City High School
David Hodgins, TCISD Attorney
Julie- Ann Howard, Purchasing Coordinator
Nathan Jackson, Director of Student Outreach
Don Jones, Principal of Woodrow Wilson

Adriana Lyle, Executive Administrative Assistant/Board Secretary
Mark Lyon, Director of Fine Arts
Patti Martin, Principal of La Marque Primary
Mike Matranga, Executive Director of Safety
Ricky Nicholson, Principal of La Marque High School
Wendy Patterson, Principal of Roosevelt Wilson Elementary
Donna Peterson, Director of Special Education
Courtney Pursley, Community
Don Pursley, Director of Facilities
Richard Ressler, Director of Transportation
Vera Robinson, Tax Assessor Collector
Matthew Salley, Principal of Kohfeldt Elementary
Craig Straw, Director of Safety
Melissa Tortorici, Director of Communications
John VanDever, Director of Nutrition
Geny White, Coordinator of Curriculum and Training
Brantley Williams, HWH
Sharon Williams, Principal of La Marque Elementary
Randy Willison, Director of Secondary Education
Kaci Woods-Chinn, Community

A Regular Board Meeting of the Board of Trustees of Texas City Independent School District was held Tuesday, October 8, 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. Nakisha Paul, Vice President, led the pledges to the flags.
Mrs. Mable Pratt, Board Member, gave the invocation.

3. Public Forum

The following people spoke during Public Forum:

- Kaci Woods-Chinn spoke regarding out of District Transfers.

- Rev. James Daniels spoke regarding everyone coming and reasoning together.
- Mayor Matthew Doyle thanked TCISD Administrators, Teachers, and all TCISD staff for working with our kids and for all their hard work in helping our districts come together as one.

4. Special Recognition

A. TAAO Rising Star & TASBO Certification

Ms. Melissa Tortorici, Director of Communications, introduced and recognized Mrs. Vera Robinson, who was hired as the Assistant Tax Assessor/Collector in January 2019 to start learning the process in preparation for the tax assessor/collector's future retirement. Mrs. Robinson has been enrolled in required courses and is not completed all coursework. The Texas Association of Assessing Officers recently presented her with the 2019 Rising Star award. The following three staff members, Kim Baldwin, Theresa Burnett, and Julie-Ann Howard, in the TCISD Business Office, were also recognized for completing the requirements to earn the designation of Certified Texas School Business Official by the Texas Association of School Business.

5. Action Items

- ##### A. Consider approval of minutes for Board meetings held 9/3/19, 9/10/19, and 9/16/19.

Mrs. Mable Pratt, Board Member, moved to approve the minutes from meetings held 9/3/19, 9/10/19, and 9/16/19. Ms. Nakisha Paul, Vice President, seconded the motion. The motion carried 6/0.

6. Information Items

- ##### A. Review for approval 2019-2020 Memorandum of Understanding between TCISD and Mounting Horizons

Mrs. Susan Myers, Deputy Superintendent of Education, reviewed the 2019-2020 MOU with Mounting Horizon Inc. This agreement will provide special education students who qualify, with independent living skills training. There is no cost to the district for these services.

- ##### B. Review for approval the Memorandum of Understanding with ACE 21st Century Program and TCISD for Access to PEIMS Information

Mrs. Susan Myers, Deputy Superintendent of Education, reviewed the MOU agreement between TCISD and 21st Century ACE Community Learning Programs. The Texas ACE Program requires 21st Century programs to establish a partnership agreement with their school district. The purpose of this document

is to provide guidelines regarding student data information to be shared and reported between two parties.

C. Review for approval Request for student out of country travel

Mrs. Susan Myers, Deputy Superintendent of Education, presented a request for Student Travel to France and England in June 2020. LMHS teacher, Joan Finn, is working with EF Tours to design a trip. Students would leave Houston on June 22, 2020 and return to Texas on June 29, 2020. Students are responsible for the entire cost of the trip, with no expensed to the district. According to Board Policy FMB (Local) and out-of-country

D. Review September 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

E. 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

F. Review bids and proposals requiring approval under Board Policy CH(Local)

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

1. Contracted Services for Special Education Programs
2. Contracted Services for After School Programs
3. Workers Compensation Stop Loss Insurance
4. Contractors for construction of Guajardo Elementary, Hayley Elementary, and Simms Elementary
 - a. Bid Package 1A - Final Cleaning
 - b. Bid Package 6C, 8C - Rough Carpentry, Door, and Hardware Installation
 - c. Bid Package 7A - Waterproofing, Dampproofing, and Sealants
 - d. Bid Package 7D - Foamed Insulation
 - e. Bid Package 8A - Door and Hardware Material
 - f. Bid Package 8E - Sliding Fire Door
 - g. Bid Package 9B - Nichiha Panels
 - h. Bid Package 10A, 10C, 10D, 10E, 10F, 10H, 10K, 10N, and 11D – Miscellaneous Specialties
 - i. Bid Package 10B - Interior Signs
 - j. Bid Package 10I – Bike Racks
 - k. Bid Package 10M – Flagpoles
 - l. Bid Package 11A – Residential Appliances
 - m. Bid Package 11C – Stage Curtains and Rigging
 - n. Bid Package 11E – Gymnasium Equipment
 - o. Bid Package 12A – Manual Roller Shades
 - p. Bid Package 12B – Entry Mats
 - q. Bid Package 13A – Sail Shade System
 - r. Bid Package 27A – Gymnasium and Cafeteria Sound Systems
 - s. Bid Package 28B – Emergency Radio System
 - t. Bid Package 31B – Termite Control
 - u. Bid Package 32B, 32C – Decorative Metal Fence and Chain Link Fence
 - v. Bid Package 32D – Pavement Striping
- G. Consider change orders requiring approval under Board Policy CH(Local)
 1. ARKK testing lab budget

Mr. Don Pursley, Director of Facilities, presented a request by ARKK engineering for a budget increase of \$30,000 for the material testing for asphalt and concrete parking lot improvement projects. This one time cost will increase the total budget for material testing to \$ 65,0000.

H. Review Facilities / New Construction Report

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

I. Review of Board Resolution Related to Water Main Break at La Marque High School and La Marque Middle School

Mr. Marcus Higgs, Assistant Superintendent of Human Resources, reviewed a resolution that addresses compensation to employees affected by the closures of La Marque High School and La Marque Middle School due to a water main break that occurred September 17, 2019.

J. Review of Board Resolution Related to Bad Weather Days

Mr. Marcus Higgs, Assistant Superintendent of Human Resources, presented a resolution for employees affected by recent district- wide closures due to inclement weather conditions associated with flooding the district currently experienced.

7. Business/Legal/Finance Consent Agenda

Ms. Nakisha Paul, Vice President, moved to approve items A (1-11), B (1-2), C (1-4), D (1), E (1), F, and G. Mrs. Mable Pratt, Board Member, seconded the motion. The motion carried 6/0.

A. Consider approval of September 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. Consider approval budget amendments requiring approval under Board Policy CE(Local)
 1. Budget Transfers
 2. Budget Revisions
- C. Consider approval of bids and proposals requiring approval under Board Policy CH(Local)
 1. Contracted Services for Special Education Programs
 2. Contracted Services for After School Programs
 3. Workers Compensation Stop Loss Insurance
 4. Consider approval of contractors for construction of Guajardo Elementary, Hayley Elementary, and Simms Elementary
 - a. Bid Package 1A – Final Cleaning
 - b. Bid Package 6C, 8C – Rough Carpentry, Door, and Hardware Installation
 - c. Bid Package 7A – Waterproofing, Damproofing, and Sealants
 - d. Bid Package 7D – Foamed Insulation
 - e. Bid Package 8A – Door and Hardware Material
 - f. Bid Package 8E - Sliding Fire Door
 - g. Bid Package 9B – Nichiha Panels
 - h. Bid Package 10A, 10C, 10D, 10E, 10F, 10H, 10K, 10N, and 11D – Miscellaneous Specialties
 - i. Bid Package 10B – Interior Signs
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 - t. Bid Package 31B – Termite Control
 - u. Bid Package 32B, 32C – Decorative Metal Fence and Chain Link Fence
 - v. Bid Package 32D – Pavement Striping

- D. Consider change orders requiring approval under Board Policy CH(Local)
 - 1. ARKK testing lab budget
 - E. Consider approval of gifts and donations according to Board Policy CDC(Local)
 - 1. HCA Houston Healthcare
 - F. Consider approval of Board Resolution Related to Water Main Break at La Marque High School and La Marque Middle School
 - G. Consider approval of Board Resolution Related to Bad Weather Days
- 8. Curriculum & Instruction Consent Agenda**

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

- A. Consider for approval 2019-2020 Memorandum of Understanding between TCISD and Mounting Horizons
 - B. Consider for approval the Memorandum of Understanding with ACE 21st Century Program and TCISD for Access to PEIMS Information
 - C. Consider approval of Request for student out of country travel
 - D. Consider approval of the September 2019 Calvin Vincent Head Start Director's Report
- 9. Future Business**
- A. Future Agenda Items
 - 1. Targeted Improvement Plans
 - 2. Campus and District Improvement Plans
 - B. Consider report by Superintendent and/or Board members regarding previous or upcoming activities for Board members
 - 1. Wednesday, October 9
Texas City Homecoming Parade, 6:00 p.m., the parade will begin at the intersection of 5th Ave and 21st St. Texas City, TX 77590
 - 2. Friday, October 11
Texas City Homecoming Game, Stingaree Stadium, 7: 00 p.m.
 - 3. Wednesday, October 16
La Marque Homecoming Parade, 6:00 p.m., the parade will begin at La Marque High School Etheridge Stadium Parking lot. Magnolia Drive. La Marque, TX 77568
 - 4. Friday, October 18
La Marque Homecoming Game, Etheridge Stadium 7:00 p.m.
 - 5. Friday, October 25
Sting Out game, Stingaree Stadium, 7: 00 p.m.

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. Mr. Nelson Juarez, Board Member, seconded the motion. The motion carried 6/0. The Board of Trustees entered closed session at 7:13 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.
- 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;
- 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 8:12 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 all professional personnel recommendations as discussed in closed session. Mr. Hal Biery, Board Member, moved for approval. Mrs. Mable Pratt, 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

No action was taken at this time.

13. Adjournment

Ms. Nakisha Paul, Vice President, moved to adjourn the meeting at 8:13 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