

Minutes of Regular Board Meeting November 8, 2016

The Board of Trustees Texas City Independent School District

Members Present: Dickey Campbell, President
Hal Biery, Vice President
Melba Anderson
David Moss
Tom Prouty
Bryan Thompson

Also Present: Dr. Cynthia Lusignolo, Superintendent
Susan Myers, Deputy Superintendent of Education
Margaret Lee, Assistant Superintendent for Business & Operations

Anne Anderson, Director of Instructional Programs
James Banks, Executive Director of Technology
Dr. Terri Burchfield, Executive Director of Support Services
Lisa Campbell, Director of Student Data
Richard Chapa, CTE Director
Joe Campion, Community
Jack Cross, Community
Randy Dietel, Community
Gomez, Community
Jack Haralson, Assistant Director of Maintenance & Operations
Marcus Higgs, Executive Director of Human Resources
David Hodgins, District Attorney Thompson & Horton LLP
Nathan Jackson, Principal of Heights Elementary
Deborah Laine, Director of Foundation for the Future
Adriana Lyle, Executive Administrative Assistant
Bill Marshall, Community (Heights Veterans)
Karyn Marshall, Community (Heights Veterans)
Ernest Matthews, Community (AVVA)
Gina Matthews, Community (AVVA)
Lisa McBride, District Attorney Thompson & Horton LLP
Lucille McGaskey, Community
Bernadette Moore, Community
Ricky Nicholson, Principal of La Marque High School
Nakisha Paul, Community
Mabel Pratt, Community
Donna Peterson, Director of Special Education
Phil Roberts, Community
Amanda Robinson, University of the Cumberland MAT Program
Bob Senter, Community
Leland Surovik, Director of Athletics

Melissa Tortorici, Director of Communications
Barbara White, Community
Tony Willis, Assistant Director of Athletics
Trey White, Director of Technology
Kimberly Yanez, Community

A Regular Board Meeting of the Board of Trustees of Texas City Independent School District was held Tuesday, November 8, 2016, 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. Dickey Campbell, President, called the meeting to order at 6:30 p.m. Mr. Campbell announced that a quorum was present, that the meeting had been duly called, and notice of the meeting had been posted for the time and manner required by law

2. Pledge & Invocation

Mr. Hal Biery, Board Member, led the pledges to the flags.
Mr. David Moss, Board Member, gave the invocation.

3. Celebrations

- A. Recognition of Bill & Karyn Marshall for Heights Veterans Program

Mr. Ernest and Gina Matthews, from Vietnam Veterans of America Chapter 685 introduced and acknowledged Bill and Karyn Marshall with a plaque for all of their hard work and dedication with the Heights Veterans Program.

4. Public Forum

There was no public forum during this meeting.

5. Action Items

- A. Consider approval of minutes for Board meetings held October 11, 2016, and October 25, 2016

Mr. David Moss, Board Member, moved to approve the minutes as presented for the board meetings held October 11, 2016, and October 25, 2016.
Mr. Bryan Thompson, Board Member, seconded the motion. The motion carried 6/0.

- B. Consider action to approve proposed redistricting and transition plan resulting from annexation determination by Texas Education Commissioner regarding La Marque ISD

Mrs. Lisa McBride, Attorney at Thompson & Horton LLP, reviewed Plan 6-1 C introduced to the Board on October 25, 2016, explained the differences in Plan 6-1D and introduced Plan 6-1E for approval.

A motion was made by Mr. Tom Prouty, Board Member, for the Board to adopt the resolution plan 6-1 E and the proposed trustee transition plan implementing plan 6-1 E. Mr. Bryan Thompson, Board Member, seconded the motion. The motion carried 6/0.

- C. Consider options to fill vacancy in current Trustee Single Member District No. 2, including appointment or calling a special election

Mr. Hal Biery, Board Vice President, made a motion for the Board to fill the vacancy I single-member District 2 by appointment until May 2017, and publicize the opening on the District's website and solicit letters of interest to the Superintendent's office through close of business on November 18, 2016. Mr. David Moss, Board Member, seconded the motion. The motion carried 6/0

6. Information Items

- A. Review October 2016 financial reports

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

1. General Fund Operating Statement
2. Nutrition Services Operating Statement
3. Annexation Operating Statement
4. Expenditures by Function - All
5. Expenditures by Function – 1XX
6. Expenditures by Function – Head Start
7. Construction Financial Report
8. Check Register – All
9. Check Register – Head Start
10. Investment Report
11. Tax Collector Report

- B. Review list of recommended purchasing cooperatives

Mrs. Margaret Lee, Assistant Superintendent for Business and Operations, reviewed the following list of the recommended purchasing cooperatives for the 2016-2017 school year.

<u>Cooperative Organization</u>	<u>Annual Fee</u>
Buy board	\$0
HGAC	\$0
TIP/TAPS	\$0
Region 5	\$500 general/\$1300 food
E and I	\$600
State of Texas	\$100
US Communities	\$0
Region 7	\$3368
HCDE (Choice Partners)	\$0
TCPN	\$0
DIR	\$0
Region 13	\$0
Region 19	\$0
Clear Creek ISD (Nutrition Services)	\$0

C. Review bids and proposals

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

1. 26-38 Miscellaneous Clothing
2. 26-39 Meals for District Activities
3. 26-40 Safety Supplies & PPE
4. 26-41 Fax Bids as Needed

D. Review of pending transactions with a cost of more than \$50,000

Mrs. Margaret Lee, Assistant Superintendent for Business and Operations, explained in accordance with Policy CH(Local) any purchases of goods or services that cost \$50,000 or more be approved by the Board before any transaction can take place. Mrs. Lee introduced the following four transactions for approval:

1. Boiler for La Marque Middle School
2. Equipment and Supplies for the Machining Program
3. ITC Furniture
4. Installation and Equipment for Door Controllers at La Marque Campuses

E. Review new Business / Legal / Finance contracts

Mrs. Margaret Lee, Assistant Superintendent for Business and Operations, presented Blanchard Refining Bill of Sale for the purchase of a used carry deck crane and a used forklift for consideration of \$10. Mr. Lee reviewed recommended attorney edits to the Bill of Sale.

1. Bill of Sale with Blanchard Refining

F. 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

G. Review Foundation for the Future Annual Report

Mrs. Deborah Laine, Director of the Foundation for the Future, presented the Annual Foundation Report. Mr. Laine gave totals of Teacher Grants and External Grants for years 2013-2014, 2014-2015, and 2015-2016. A review of Projected Programs and Designated Programs for the 2016-2017 school year was also given.

H. Review Industrial Trades Center Fund Raising Update

Mrs. Deborah Laine, Director of the Foundation for the Future, review monetary pledges and donations received for the Industrial Trades Center.

I. Present Construction Report

Mr. Jack Haralson, Assistant Director of Maintenance & Operations, gave updates on the Industrial Trades Center and the old First Baptist Church gym. Three Options were presented with a scope of work and estimate of cost. It was requested that an updated with a combination of Options 1 and 2 be presented at the December meeting.

J. Review of New Positions in TCISD

Mr. Marcus Higgs, Executive Director of Human Resource, presented new positions for approval. Mr. Higgs is proposing to add 4 classroom teaching positions at La Marque Elementary School, 1 classroom teaching position at Calvin Vincent Early Childhood Center, 2 hall monitor positions at La Marque Middle School, 2 hall monitor positions at La Marque Elementary School, 1 receptionist position at La Marque High School, 1 computer technician position in Technology and 6 bus monitor positions in Transportation for the 2016-2017 school year.

K. Review Policy FNF(LOCAL) Students Rights & Responsibilities, Interrogations & Searches (First Reading)

Dr. Terri Burchfield, Executive Director of Support Services, reviewed revisions to Policy FNF (LOCAL). This policy reflects student rights and responsibilities,

interrogation and searches. Saliva testing has been added as an option for student's drug testing under FNF (LOCAL).

L. Review Policy Update 105 - Second Reading

Dr. Terri Burchfield, Executive Director of Support Services, gave a summary of local policy changes resulting from TASB Policy Update 105.

1. BJCF(LOCAL): Superintendent - Nonrenewal
2. BQ(LOCAL): Planning and Decision-Making Process
3. CLB(LOCAL): Buildings, Grounds, and Equipment Management - Maintenance
4. CLE(LOCAL): Buildings, Grounds, and Equipment Management - Flag Displays
5. CPC(LOCAL): Office Management - Records Management
6. DBA(LOCAL): Employment Requirements and Restrictions - Credentials And Records
7. DFBB(LOCAL): Term Contracts - Nonrenewal
8. DFFA(LOCAL): Reduction in Force - Financial Exigency
9. DFFB(LOCAL): Reduction in Force - Program Change
10. EHBD(LOCAL): Special Programs - Federal Title I
11. FDC(LOCAL): Admissions - Homeless Students

M. Review Policy Update 106 -Second Reading

Dr. Terri Burchfield, Executive Director of Support Services, gave a summary of local policy changes resulting from TASB Policy Update 106.

1. EHBAF(LOCAL): Special Education - Video/Audio Monitoring

N. Review for approval the contract with Southern Regional Board – High Schools That Work

Mrs. Susan Myers, Deputy Superintendent of Education, explained that last year the Board of Trustees approved a proposal to contract with Southern Regional Education Board so that Texas City High School could become a member of the High Schools That Work consortium of schools. Texas City High School began to work with High Schools That Work in the spring of 2015 and continued through – out the 2015-16 school year. It is the request of Administration to allow Texas City High School to continue their work with High Schools That Work during the 2016-2017 school year. In addition to continuing the on –site Leadership Coaching, the new proposal includes eight days of Project Based Learning Professional Development at Texas City High School. The contract will also provide for two days of training for district counselors

O. Review for approval the proposal for Audio Equipment for LMHS Auditorium

Mrs. Susan Myers, Deputy Superintendent of Education, explained that La Marque School Auditorium hosts many campus programs, district events, and regional competitions. It has come to the attention of Administration that audio and lighting equipment for the auditorium need to be replaced. The total cost for this project will be \$13,143. Annexation funds will be used to replace the equipment.

P. Review for approval the MOU with ACE – 21st Century Program and TCISD – PEIMS

Mrs. Susan Myers, Deputy Superintendent of Education, reviewed the MOU between Texas City and 21st Century Community Learning Center ACE Program. 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 the two parties.

Q. Review for approval the Sublicense Agreement between TCISD and Esped.com, Inc.

Mrs. Susan Myers, Deputy Superintendent of Education, presented the Esped Sublicense Agreement. In order to have the following forms Texas Education Agency Forms available in the eStar application, Esped is required to maintain a sublicense agreement with the Copyrights Division of TEA.

- STAAR Alternate 2 Participation Requirements (English/Spanish)
- STAAR Alternate 2 Medical Exception Eligibility Requirements (English/Spanish)
- STAAR Alternate 2 o Authentic Academic Response (NAAR) Eligibility Requirements (English/Spanish)

The current sublicense agreement per TEA ends/expires on 10/31/16. We are required to update and submit the agreement to TEA. The new Agreement is effective from October 31, 2016, through October 31, 2017 and can be terminated before the expiration of this term.

7. Business/Legal/Finance Consent Agenda

Mr. David Moss, Board Member, moved to approve items A (1-11), B, C (1-4), D (1-4), E1, F (1-2), G, H1, I, and J (1-11). Ms. Melba Anderson, Board Member, seconded the motion. The motion carried 6/0.

A. Consider approval of October 2016 financial reports

1. General Fund Operating Statement
2. Nutrition Services Operating Statement

3. Annexation Operating Statement
 4. Expenditures by Function - All
 5. Expenditures by Function – 1XX
 6. Expenditures by Function – Head Start
 7. Construction Financial Report
 8. Check Register – All
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 10. Investment Report
 11. Tax Collector Report
- B. Consider approval of list of purchasing cooperatives
- C. Consider approval of bids and proposals
1. 26-38 Miscellaneous Clothing
 2. 26-39 Meals for District Activities
 3. 26-40 Safety Supplies & PPE
 4. 26-41 Fax Bids as Needed
- D. Consider approval of pending transactions with a cost of more than \$50,000
1. Boiler for La Marque Middle School
 2. Equipment and supplies for ITC Machining Program
 3. Furniture for Industrial Trades Center
 4. Door Controller and Installation for La Marque Campuses
- E. Consider approval of new Business / Legal /Finance Contracts
1. Bill of Sale with Blanchard Refining
- F. Consider approval of budget amendments
1. Budget Transfers
 2. Budget Revisions
- G. Consider approval of Foundation for the Future Annual Report
- H. Consider approval of Donations
1. Foundation
- I. Consider Approval of New Positions in Texas City ISD
- J. Consider Approval of Policy Update 105
1. BJCF(LOCAL): Superintendent - Nonrenewal
 2. BQ(LOCAL): Planning and Decision-Making Process
 3. CLB(LOCAL): Buildings, Grounds, and Equipment Management – Maintenance
 4. CLE(LOCAL): Buildings, Grounds, and Equipment Management - Flag Displays
 5. CPC(LOCAL): Office Management - Records Management

6. DBA(LOCAL): Employment Requirements and Restrictions - Credentials And Records
7. DFBB(LOCAL): Term Contracts - Nonrenewal
8. DFFA(LOCAL): Reduction in Force - Financial Exigency
9. DFFB(LOCAL): Reduction in Force - Program Change
10. EHBD(LOCAL): Special Programs - Federal Title I
11. FDC(LOCAL): Admissions - Homeless Students

8. Curriculum & Instruction Consent Agenda

Mr. Hal Biery, Vice President, moved to approve items A, B, C, D, E, and F. Mr. Bryan Thompson, Board Member, seconded the motion. The motion carried 6/0.

- A. Consider Approval of Policy Update 106
 1. EHBAF(LOCAL): Special Education - Video/Audio Monitoring
- B. Consider approval of the contract with Southern Regional Board – High Schools That Work
- C. Consider approval of the proposal for Audio Equipment for LMHS Auditorium
- D. Consider approval of the MOU with ACE – 21st Century Program and TCISD – PEIMS
- E. Consider approval of the Sublicense Agreement between TCISD and esped.com, Inc.
- F. Consider approval of the October 2016 Calvin Vincent 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. November 18: Last Day of Campus Thanksgiving Lunches
 - November 21-25: Thanksgiving Holidays
 - December 5: Legislative Forum w/ State Reps–DISD 7:00-8:30
 - December 13: Regular Monthly Board Meeting
10. **Closed Meeting** - Closed meeting will be held for the purposes authorized by the Texas Open Meetings Act, Texas Government Code Section 551.071 - 551.084 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 551.084. Mr. Bryan Thompson, Board Member, seconded the motion. The motion carried 6/0. The Board of Trustees entered closed session at 7:20 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. 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 Annexation Determination by Texas Education Commissioner regarding La Marque ISD, including redistricting of trustee positions and related transition plan
 - 4. Consider legal advice regarding options to fill vacancy in current Trustee Single Member District No. 2, including appointment or calling a special election
 - 5. 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 Annexation Determination by Texas Education Commissioner regarding La Marque ISD and related actions
 - 3. Consider board member vacancy 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
11. **Reconvene from Closed Meeting**

The Board of Trustees reconvened into open session at 7:50 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. David Moss, Board Member, moved for approval. Mr. Tom Prouty, Board Member, seconded the motion. The motion carried 6/0.

B. Consider Annexation Determination by Texas Education Commissioner regarding La Marque ISD and related actions including redistricting of trustee positions and related transition plan

No action was taken.

C. Consider options to fill vacancy in current Trustee Single Member District No. 2, including appointment or calling a special election

No action was taken.

13. Adjournment

Mr. Tom Prouty, Board Member, moved to adjourn the meeting at 7:52 p.m. Mr. David Moss, Board Member, seconded the motion. The motion carried 6/0.

Approved:

Dickey Campbell
TCISD Board of Trustees

Date

Adriana Lyle, Secretary
TCISD Board of Trustees

Date