

# Minutes of Regular Board Meeting November 12, 2019

## The Board of Trustees Texas City Independent School District

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

*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  
James Banks, Executive Technology Director  
Stephany Brown, Assistant Principal of La Marque Middle  
Lisa Campbell, Director of Student Data  
Richard Chapa, Director of CTE  
Lt. Brent Cooley, TCISD SLO  
Zack Cowey, Director of Finance  
Jennifer Folse, Dean of Instruction La Marque Middle  
Debbie Fuller, Principal of Guajardo Elementary  
Tony Furman, Principal of Blocker Middle School  
Felicia Garrett, Principal of Levi Fry Intermediate  
Dana Godfrey, Assistant Principal of La Marque High School  
Christina Hall Payne, Director of Foundation for the Future  
Lincoln Hypolite, Principal of Texas City High School  
David Hodgins, TCISD Attorney  
Nathan Jackson, Director of Student Outreach  
Don Jones, Principal of Woodrow Wilson  
Alexis Knape, CTE Coordinator  
Christopher Loftin, Dean of Student Behavior of La Marque High School  
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  
Heath Maxile, Assistant Principal of Blocker Middle

*Ricky Nicholson, Principal of La Marque High School  
John Pyle, Assistant Principal of La Marque Middle  
Wendy Patterson, Principal of Roosevelt Wilson Elementary  
Donna Peterson, Director of Special Education  
Don Pursley, Director of Facilities  
Pyle, Assistant Principal of La Marque Middle  
Charles Quilter, Network Manager  
Matthew Salley, Principal of Kohfeldt Elementary  
Lakeisha Shaw- 21 Century La Marque Elementary  
Sherri Simmons, Director of Curriculum and Accountability  
Stacy Smith, La Marque Elementary Nurse  
Craig Straw, Director of Safety  
Leland Surovik Director of Athletics  
Melissa Tortorici, Director of Communications  
John VanDever, Director of Nutrition  
Geny White, Coordinator of Curriculum and Training  
Sharon Williams, Principal of La Marque Elementary  
Randy Willison, Director of Secondary Education  
Susan Wilson, Principal of Calvin Vincent Headstart*

*Also Present: Please see attached signature list.*

A Regular Board Meeting of the Board of Trustees of Texas City Independent School District was held Tuesday, November 12, 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**

*Mrs. Mable Pratt, Board Member, led the pledges to the flags.  
Mr. Dickey Campbell, Board Member, gave the invocation*

**3. Public Forum**

*The following people spoke during Public Forum:*

- *Mr. Robert Michetich, La Marque City Council, thanked TCISD for all they have done to help the city of La Marque since the joining of Texas City and La Marque.*
- *Miss. Payton Oliver spoke regarding food and facilities concerns at La Marque High School.*

#### **4. Special Recognition**

##### **A. School Board Recognition**

##### **1. Honorary Football Captains**

*Melissa Tortorici, Director of Communications, recognizes the honorary team captains for the Stingarees and Cougars:*

- 1. The first is Latravion Allen is in Ms. Parker's class at Roosevelt-Wilson Elementary. His favorite subject is math. He wants to be a professional football player one day. His hobbies include playing football, video games, and drawing.*
- 2. Payton Arriaga is in Mrs. Kauffman's class at Guajardo Elementary. Her favorite subject is math. She wants to be a veterinarian when she grows up. In her spare time, she likes drawing and practicing with her competitive cheer team.*
- 3. Chandler McNeil is in Ms. Thompson's class at Kohfeldt Elementary. His favorite subject is science. He hopes to be an architect one day. He loves to play Fortnite and baseball.*
- 4. Jacobi Jolly is in Mrs. Morgan's class at Heights Elementary. His favorite subject is math. He hopes to be a professional football player because his favorite thing to do is play football.*
- 5. Jace Urps is in Mrs. Burke's class at La Marque Elementary. His favorite subject is math. He wants to be an astronaut when he grows up. His hobbies include playing basketball and playing on his Xbox.*

#### **5. Action Items**

- ##### **A. Consider approval of minutes for Board meetings held August 13, 2019, and October 8, 2019**

*Mrs. Mable Pratt, Board Member, moved to approve the minutes from meetings held August 13, 2019, and October 8, 2019. Ms. Melba Anderson, Board Member, seconded the motion. The motion carried 7/0.*

- ##### **B. Consider action to nominate with a written resolution and ballot of five Galveston Appraisal District Directors**

Mr. Hal Biery made a motion to nominate Bruce Clawson with all 524 voting units eligible to TCISD for the Galveston Central Appraisal District Ballot. Mr. Dickey Campbell seconded the motion. The motion carried 7/0.

## 6. Information Items

### A. Review for approval the 2019-2020 Targeted Improvement Plans for Identified TCISD Campuses

*Each principal reviewed the 2019-2020 Targeted Improvement Plans for the nine TCISD campuses who have been identified to participate in the state's Effective Schools Framework improvement plan process.*

*Campuses were identified for participation in ESF based on their 2019 State and Federal Accountability ratings. Texas Schools who earn an overall rating of "F," "D" or who receive a rating of "D" or "F" in any of the three rated domains are required to develop a Targeted Improvement Plan through the Effective Schools Framework.*

*Each principal presented an overview of their campus Targeted Improvement Plan, which was created using the ESF Self-Assessment by their Campus leadership Teams (CLT).*

*Mrs. Susan Myers, Deputy Superintendent of Education, introduced the following principals to review their 2019-2020 Targeted Improvement Plan:*

- *Sharon Williams- La Marque Elementary*
- *Dr. Florence Adkins – La Marque Middle School*
- *Ricky Nicholson – La Marque High School*
- *Patty Martin – La Marque Primary*
- *Matthew Salley – Kohfeldt Elementary*
- *Erica Allen – Heights Elementary*
- *Wendy Paterson – Roosevelt-Wilson Elementary*
- *Felicia Garrett – Levi Fry Intermediate*
- *Vincent Hypolite – Texas City High School*

### B. Review for approval the 2019-2020 Campus Improvement Plans

*The Campus Improvement Plans are based on the district goals that were established by the Board of Trustees. Prior to the development of Campus Improvement Plans (CIP), "each campus participated in the process of disaggregating pertinent campus*

*data to identify areas of concern. Campus teams then developed strategies to address those concerns. Those strategies have been embedded into the Campus Improvement Plan.*

*This evening the campus principals who are not included in the Targeted Improvement Plan process will present an overview of their Campus Improvement Plan highlighting their school's prioritized areas of concern and their instructional action plan.*

*The CIP is a working document that may be revised throughout the year to meet campus needs. The 2019-2020 Campus Improvement Plans meet all state and federal requirements.*

*Mrs. Susan Myers, Deputy Superintendent of Education, introduced the following principals to review their 2019-2020 Campus Improvement Plan:*

- *Debbie Fuller – Guajardo Elementary*
- *Tony Furman – Blocker*
- *Don Jones – Woodrow Wilson*
- *Susan Wilson – Calvin Vincent Headstart*

#### C. Review for approval the 2018-2020 District Improvement Plan

*The District Improvement Plan is based on the district goals that were established by the Board of Trustees. The DIP is a working document that may be revised throughout the year to meet district needs. The 2019-2020 District Improvement Plan meets all state and federal requirements.*

*Mr. Richard Chapa, CTE Director, gave a CTE programs update featuring CTE initiatives in the 2019-2020 DIP.*

#### D. Review for approval contract with World Language – Proximity Learning to facilitate Foreign Language instruction at TCHS, LMHS, and LMMS

*Mrs. Susan Myers, Deputy Superintendent of Education, explained that across the state, there is a shortage of Foreign Language teachers. Administration is seeking Board approval to contract with Proximity learning to provide Spanish instruction to students through the utilization of their on-line distance learning platform. Students at TCHS, LMHS, and LMMS will receive direct instruction from Proximity Learning's certified teachers three days per week and work on assignments 2 days a week under the supervision of a TCISD substitute. It will*

*be procured through the Region 18 co-op. No agreement will be signed or processed until final approval from our attorneys has been received. It will be paid through local budgeted funds.*

E. Review for approval Student Travel to France and England

*Mrs. Susan Myers, Deputy Superintendent of Education, explained that in October, Trustees approved amount of the country trip for LMHS students scheduled for June 2020. The trip has been rescheduled to June 2021 with modifications to the itinerary. Administration was seeking approval of the changes in dates and changes to the itinerary.*

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. Miscellaneous Clothing
2. 29-38 Re-Roofing
3. 29-37 Safety Supplies & PPE
4. 29-36 Oil / Antifreeze

G. Review purchasing cooperative memberships

*Mrs. Margaret Lee, Assistant Superintendent for Business & Operations, included for consideration a list of purchasing cooperatives utilized by the District. This list includes two new purchasing cooperative members: Texas Smart Buy and Region 10. Purchasing cooperative memberships are vital to the District's purchasing compliance and greatly reduce the administrative burden of bidding out each commodity purchase. The District continues to competitively bid the most common commodities utilized by the District. Purchasing cooperatives are used frequently to access vendors that did not respond to the District's bid or provide goods or services that the District has not competitively bid.*

H. Review amendment to the Security Liaison Officer contract with Galveston County

*Mrs. Margaret Lee, Assistant Superintendent for Business & Operations, gave a review of the updated compensation plan for Galveston County Sheriff Deputies. Galveston conducted a market comparison of their officers and provide salary increases to make their pay more competitive. The increases were not straight across the board, but instead increases varied based on the results of the market comparison.*

I. Review proposal for fencing and access control at Blocker Middle School

*Mrs. Margaret Lee, Assistant Superintendent for Business & Operations, reviewed a quote from ASAP Security Services for the installation of fencing and Access Control gates at Blocker Middle School. Mrs. Lee explained that Blocker shares two gyms that separate the main building from them. Students move to and from the gyms for class; due to security concerns, they are often unattended between classes, the doors which they enter, and exit must stay locked because this area is not contained. It is Administration's request that Trustees approve these necessary security improvements.*

J. Review recommendation to replace bleachers at Blocker Middle School

*Mrs. Margaret Lee, Assistant Superintendent for Business & Operations, presented information regarding the replacement of Blocker MS Bleachers. Mrs. Lee explained that after reviewing several quotes, she feels that what is needed is to completely replace both bleacher systems in the gym. Mrs. Lee reviewed a quote from Texas Sports Equipment. If approved, it will take 6-10 weeks to receive the system and 10-14 days to remove and install it. Texas Sports Equipment is an awarded vender through TASB Buy Board with a contract that covers this scope of work and expires March 31, 2022.*

K. Review Facilities / New Construction Report

*Mr. Don Pursley, Director of Facilities, gave an update of all current construction.*

L. Review qualifications and scope of work for Windstorm Engineer

*Mr. Don Pursley, Director of Facilities, reviewed the following purchases:*

*Policy CH(Local) requires any purchase of goods or services that costs \$50,000 or more be approved by the Board before any transaction can take place. In accordance with this local policy.*

***Aran & Franklin Engineering Inc.***

*The procurement of a Windstorm Engineer falls under Professional Services and does not require competitive bids.*

*Aran & Franklin Engineering is the top rated Windstorm Engineering Firm for their New Elementary School projects. I recommend that we issue them a contract for these projects for the following amounts:*

***Hayley Elementary- \$18,000.00***

***Simms Elementary- \$18,000.00***

***Guajardo Elementary- \$18,000.00***

M. Review Change Proposal Requests for Guajardo Elementary, Hayley Elementary, and Simms Elementary

*Mr. Don Pursley, Director of Facilities, explained that HWH is in the process of obtaining pricing for Change Proposal Request at each of the elementary campuses. The details of each of the Change Proposal Requests were included for review and consideration.*

N. Review proposal for FF&E consultant

*Mr. Don Pursley, Director of Facilities, reviewed the proposal for FF&E consult. IBI Group provided a quote for the design of the new elementary schools. The quote was a total of \$48,000 and included FF&E consultation for all three elementary schools.*

**7. Business/Legal/Finance Consent Agenda**

*Mr. Hal Biery, Board Member, moved to approve items A), B, C, D, E, F (1-4), G, H, I, J, K, L, M, and N. Ms. Melba Anderson, Board Member, seconded the motion. The motion carried 7/0.*

A. Consider approval of bids and proposals requiring approval under Board Policy CH(Local)

1. Miscellaneous Clothing
2. Re-Roofing
3. Safety Supplies & PPE
4. Oil / Antifreeze

B. Consider approval of amendment to the Security Liaison Office contract with Galveston County

C. Consider approval of purchasing cooperative memberships

D. Consider approval of proposal for fencing and access control at Blocker Middle School

E. Consider approval of Windstorm Engineer

F. Consider approval of Change Proposal Requests for Guajardo Elementary, Hayley Elementary, and Simms Elementary

G. Consider approval of FF&E consultant

**8. Curriculum & Instruction Consent Agenda**

*Ms. Melba Anderson, Board Member, moved to approve items A, B, C, D, E, and F. Mrs. Mable Pratt, Board Member, seconded the motion. The motion carried 7/0.*



- A. Consider approval of 2019-2020 Targeted Improvement Plans for Identified TCISD Campuses
- B. Consider approval of 2019-2020 Campus Improvement Plans
- C. Consider approval of 2019-2020 District Improvement Plan
- D. Consider approval of contract with World Language – Proximity Learning to facilitate Foreign Language instruction at TCHS, LMHS, and LMMS
- E. Consider for approval Student Travel to France and England
- F. Consider approval of the September 2019 Calvin Vincent Head Start Director’s Report

**9. Future Business**

- A. Future Agenda Items
- B. Consider report by Superintendent or Board members regarding previous or upcoming activities for Board members
  - 1. November 25-29 Thanksgiving Break
  - December 3 La Marque Christmas Parade
  - December 5 Texas City Christmas Parade
  - December 10 Regular 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 - 551.087 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. Dickey Campbell, Board Member, seconded the motion. The motion carried 6/0. The Board of Trustees entered closed session at 10:12 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. Consider approval of Mediation Agreement related to EEOC Charge No. 460-2019-06326 and related actions.
- 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 10:57 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. Ms. Nakisha Paul, Vice President, moved for approval. Mrs. Mable Pratt, 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

*Mr. David Hodgins, Attorney, on behalf of Administration under termination, is recommending the approval of the mediation agreement of Mrs. Akker that is listed as EEOC Charge No. 460-2019-06326 as presented. Mr. Dickey Campbell, Board Member, moved for approval. Nelson Juarez, Board Member, seconded the motion. The motion carried 7/0.*

**13. Adjournment**

*Ms. Nakisha Paul, Vice President, moved to adjourn the meeting at 10:59 p.m. Mrs. Mable Pratt, Board Member, seconded the motion. The motion carried 7/0.*

Approved:

\_\_\_\_\_  
Bryan Thompson  
TCISD Board of Trustees

\_\_\_\_\_  
Date

\_\_\_\_\_  
Adriana Lyle, Secretary  
TCISD Board of Trustees

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Date