

Minutes of Regular Board Meeting July 14, 2020

The Board of Trustees Texas City Independent School District

Present:

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

Present:

*Dr. Melissa Duarte, Superintendent
Susan Myers, Deputy Superintendent of Education
Dr. Terri Burchfield, Assistant Superintendent of Support Services
Marcus Higgs, Assistant Superintendent of Human Resources
David Hodgins, TCSD Attorney
Margaret Lee, Assistant Superintendent for Business & Operations

Adriana Lyle, Executive Administrative Assistant/Board Secretary
Sgt. D. Filmore, GCSO
Bobby Mills, Systems Administrator
Don Pursley, Director of Facilities
Leland Surovik, Director of Athletics
Melissa Tortorici, Director of Communications
Robert Trabanino, IBI Group*

A Regular Board Meeting of the Board of Trustees of Texas City Independent School District was held Tuesday, July 14, 2020, beginning at 6:30 p.m. in the Simpson Education Support Center Board Room.

1. Call to Order

2. 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

Ms. Nakisha Paul , 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.

Pledge & Invocation

*Bryan Thompson, President, led the pledges to the flags.
Dickey Campbell, Board Member, gave the invocation.*

Closed Session

Mr. Bryan Thompson, President, requested to go to closed session prior to taking action on Item 3A.

3A. Consider hiring TCISD Superintendent of Schools and related actions

Closed meeting will be held for the purposes authorized by the Texas Open Meetings Act, Texas Government Code Section 551.071 et seq. 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 7/0. The Board of Trustees entered a closed session at 6:34 p.m.

Reconvene from Closed Meeting

The Board of Trustees reconvened into open session at 7:04 p.m.

3. Action Item

A. Consider hiring TCISD Superintendent of Schools and related actions

Mr. Hal Biery, Board Member, made a motion under the contract discussed in closed session to hire Dr. Melissa Duarte as Superintendent for Texas City ISD. Ms. Nakisha Paul, Vice President, seconded the motion. The motion carried 7/0.

*A break was taken to welcome Dr. Duarte to our District at 7:06 p.m.
Trustees returned to Open Session at 7:16 p.m.*

4. Public Forum

A. Public Forum regarding listed Open Session Agenda Items (in lieu of a public appearance at the Board Meeting, members of the public may submit written comments to the Board on any listed agenda item via email prior to the beginning of the meeting addressed to alyle@tcisd.org. In your email, please state your name, address, agenda topic, and comment).

Mr. Bryan Thompson, President, under Public Forum, read the following emails:

- *Rev. James Daniels thanked Bryan Thompson for he tenor as Board President. Mr. Daniels also thanked Susan Myers for serving as Interim Superintendent.*
- *Winifred Gilmore addressed her concern with a body of water near a construction site.*
- *Tami Newton presented a list of questions regarding the safety or our teachers and students when returning to school during a pandemic.*
- *Christina Hall gave a two-part question regarding virtual learning and sanitation during COVID in the District.*
- *Twanikka Fontenot asked: How is the District handling teachers with underlying health conditions? What are procedures for students who have a cough, and What happened when someone is exposed to COVID on campus?*
- *Harvey Cappel gave a list of suggestions and procedures the District could apply to return to school.*

5. Special Recognition

- A. Expression of appreciation for 2019-2020 Board President Bryan Thompson

Ms. Nakisha Paul, Vice President, on behalf of the Trustees, thanked Bryan Thompson for serving as President during the 2019-2020 school year.

- B. Issue Certificates of Election and Administer Oath of Office to Board Members

Mr. David Hodgins, TCISD Attorney, read the Oath of Office to Ms. Nakisha Paul, Vice President, and Mr. Dickey Campbell, Board Member, for their re-election to their Districts.

6. Action Items

- A. Organization of officers for the TCISD Board of Trustees for the 2020-2021 school year

Mr. Hal Biery, Board Member, made a motion to elect Ms. Nakisha Paul, Vice President, to serve as the 2020-2021 President. Mrs. Mable Pratt, Board Member, seconded the motion. The motion carried 7/0

Mr. Dickey Campbell, Board Member, made a motion to elect Mr. Nelson Juarez, Board Member, to serve as Vice President. Ms. Melba Anderson, Board Member, seconded the motion. The motion carried 7/0.

Ms. Nakisha Paul and Mr. Nelson Juarez took their place in their new passions on the Board.

Ms. Nakisha Paul took a moment of silence on behalf of two La Marque teachers who recently passed away Pat Babbs and Rita Dinnon.

Ms. Nakisha Paul, President, finished reading a letter from Rev. James Daniels congratulating her for her new position as Board President.

- B. Consider purchase of multiple tracts of land located at or near the intersection of Monticello Drive and Vauthier Road: Galveston County Appraisal District and relate actions ID Nos. 132509, 132510, 132511, 132512, 132513, 132500, 131584

Mr. Robert Trabanino, IBI Group, gave an update on the middle school and land tracts located at or near the intersection of Monticello Drive and Vauthier Road.

Mr. Bryan Thompson, Board Member, made a motion to approve multiple tracts of land located at or near the intersection of Monticello Drive and Vauthier Road: Galveston County Appraisal District and related actions. ID Nos. 132509, 132510, 132511, 132512, 132513, 132500, 131584. Ms. Melba Anderson, Board Member, seconded the motion. The motion carried 7/0.

- C. Consider approval of minutes for Board meetings held 6/2/20, 6/3/20, 6/4/20, 6/8/20. 6/9/20. 6/11/20 and 6/15/20

Mr. Bryan Thompson, Board Member, moved to approve the minutes from meetings held on held 6/2/20, 6/3/20, 6/4/20, 6/8/20. 6/9/20. 6/11/20 and 6/15/20. Mr. Dickey Campbell, Board Member, seconded the motion. The motion carried 7/0.

7. Information Items

- A. Review TCISD Safe Return to School Plan for the 2020-2021 School Year

Mrs. Susan Myers, Deputy Superintendent of Education, gave an update to the return to school plan for 2020-2021. Mrs. Myers explained that school would look different compared to previous years due to the new health and safety measures and online learning options that are changing daily. Based on feedback from the parent survey, the District is working with instructional staff to ensure a Canvas platform that will be used throughout the District for lessons and assignments. Mrs. Myers spoke on class size, school space, lunches, synchronous learning, school hours, school start date, transportation, and social distancing. Along with the Character Strong program, the staff is ready to meet the needs of our students. Mrs. Myers stated that while it is not possible to eliminate all risk of the spread of COVID -19, the District is doing what they can to reduce the risks to students, staff, and families. A recommendation was made to have a special called meeting Monday, July 20, at 5:30 p.m. so that Administration can give schools, staff, and the community a proposed start date.

- B. Review for approval the District selected Character Education Program

Mrs. Susan Myers, Deputy Superintendent of Education, reviewed the adoption of Character Education Program – Character Strong. Mrs. Myers explained that House Bill 3 requires that each District adopt a character education program. Character Strong is a comprehensive social-emotional and character development curriculum for grades Pre-K-12. This program can be implemented remotely and will help kids with social and emotional health.

C. Review for approval the TCISD 2020-2021 New and Innovative CTE Course List

Mrs. Susan Myers, Deputy Superintendent of Education, reviewed the new CTE Courses offered at Texas City High School or La Marque High School during the 2020-2021 school year. It is required annually for Texas School Boards to approve courses being offered at their local High Schools listed on TEA's approved innovative course list. Administration recommends that Trustees approve the new and innovative CTE course list as presented.

D. Review for approval Special Education Contracted Services for the 2020-2021 School Year

Mrs. Susan Myers, Deputy Superintendent of Education, explained that Donna Peterson, Special Ed. Director sent out contracts approved by the RFP process to contractors and is presenting the following seven special education contracts.

- » *Gulf Coast Speech Pathology (Calvin Vincent PreK/Headstart, Guajardo, Fry, TCHS, LMMS, LMHS, Blocker, and bilingual speech). This is a renewal contract.*
- » *Soliant (Educational Diagnostician- Guajardo). This is a renewal contract.*
- » *Stepping Stones (Speech & LSSP). This is a renewal contract.*
- » *Therapy Travelers (Speech & OT). This is a renewal contract.*
- » *IBCCES (Autism and Student Mental Health Specialist training and certification). This is a renewal contract.*
- » *Harris County Department of Education (Annual interlocal agreement for 13 seats at ASS East school). This is a renewal contract.*
- » *Teach Town (A special education curriculum and learning platform for virtual/in person learning for students with significant disabilities). This is a newly approved vendor through the RFP process.*

- E. Review for approval the contract with Cherry House Moving Company to relocate portable structures to La Marque High School to be utilized for athletic facilities

Mrs. Susan Myers, Deputy Superintendent of Education, talked about the cost analysis for renovation to improve the athletic facilities at La Marque High School. At this time, we are requesting approval of the cost to move District-owned portable buildings currently located at Ethridge Stadium and classroom buildings currently located at the former sites of La Marque Elementary and La Marque Primary. The quote includes the cost of removing decks and canopies, moving the buildings, installing the building, and replacing the canopies, decking, and handrails.

- F. Review for approval the Adjunct Faculty Agreement between Texas A&M AgriLife Extension and Texas City ISD for 2020-2021

Dr. Terri Burchfield, Assistant Superintendent of Support Services, explained that the State Board of Educators passed an amendment 19 TAC 129.21 (k) (I). Requirements for Student Attendance Accounting for State Funding Purposes allowing public school students to be considered "in attendance" when participating in -off-campus activities with and an adjunct staff member of the school district. This resolution recognizes the Galveston County Texas 4-H Organization as approved for recognition and eligible for extracurricular status considered under 19 Texas Education Code, Chapter 76.1, pertaining to extracurricular activities.

- G. Review for approval the Interlocal Agreement and MOU for the Coastal Alternative Program (CAP) for 2020-2021

Dr. Terri Burchfield, Assistant Superintendent of Support Services, reviewed the MOU between TCISD and the Coastal Alternative Program (CAP) for the 2020-2021 school year. CAP is a disciplinary alternative education program created as a part of the Safe and Secure Schools Act. Chapter 37 (TEC). It assists expelled students to develop skills needed to avoid future expulsions and remain enrolled in school to graduate.

- H. Review for approval the Agreement between Communities in Schools (CIS) and TCISD for 2020-21

Dr. Terri Burchfield, Assistant Superintendent of Support Services, reported on Communities in Schools (CIS). This program is designed to provide dropout prevention strategies to at-risk students. Six components delivered to targeted students are counseling and supportive guidance, health and human service, parental and family involvement, pre-employment/employment, enrichment, educational enhancement, crisis intervention services, and social service referrals. TC High School, LM High School, Blocker, LM Middle School, Levi Fry, Simms, Heights, and Kohfeldt will operate programs during the 2020-2021 school year. The goal of CIS is to help empower students to stay in school.

I. Review for approval the 2020-2021 Student Code of Conduct

Dr. Terri Burchfield, Assistant Superintendent of Support Services, gave revisions to the Student Code of Conduct for 2020-2021. Each year the principals and assistant principals meet throughout the summer to provide feedback and recommended additional changes to the document.

J. Review proposed changes to policy EIC (LOCAL) ACADEMIC ACHIEVEMENT CLASS RANKING – First Reading

Dr. Terri Burchfield, Assistant Superintendent of Support Services, explained that EIC (Legal) is the legal requirement for academic achievement and class ranking. The modifications to EIC (Local) reflect the changes needed to address the ranking guidelines and practice for students attending both Texas City High School and La Marque High School for graduating classes beginning 2024.

K. Review June 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. Investment Report
10. Tax Collector Report

L. 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

M. Review bids and proposals

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

1. RFP 30-05 Ballistic Panels for Hayley Elementary, Simms Elementary, and Guajardo Elementary

N. Review purchases requiring Board Approval under Policy CH(Local)

Mr. Don Pursley, Director of Facilities, presented the following proposed purchases that require approval under Policy CH(Local):

1. Reading Renaissance Software Renewal

Program renewal for reading and math assessments and intervention programs. This contract includes the addition of personalized digital library giving access to more than 6,000 digital titles.

2. Annual Microsoft Software Licensing

Annual renewal of the District's Microsoft licenses. The general fund annual operating budget covers this expense.

3. Canvas Learning Management System

Annual renewal of the District's Canvas Learning Management System. The general fund annual operating budget covers this expense.

4. Builder's Risk Insurance Policy Extension

Extension Renewal of the Builder's Risk Insurance Policy used for the District's current construction projects: Guajardo Elementary, Bayou Road Elementary, and Simms Elementary will expire July 15, 2020. This renewal will extend the current policy through January 1, 2021.

5. Change Order for Elite Power to meet utility company requirements

Attached proposed change order No. 3 for Elite Power's scope of work. The work order covers changes required by TNMP.

6. Building Envelope and Roofing Consultant

Terracon is a Building Envelope and Roofing Consultant. They have performed geotechnical consultation, construction materials testing, and roof evaluation on the District in the past. It is recommended that the District use Terracon as the Building Envelope and Roofing Consultant for the three new elementary school projects currently under construction.

O. Presentation by Don Pursley on new construction

Mr. Don Pursley, Director of Facilities, gave an update of District facilities.

8. Business/Legal/Finance Consent Agenda

Mr. Bryan Thompson, Board Member, moved to approve items A(1-9), B(1-2), C1, D(1-6), and E1. Ms. Melba Anderson, Board Member, seconded the motion. The motion carried 7/0.

A. Consider approval of June 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. Investment Report
9. Tax Collector Report

B. Consider approval of budget amendments

1. Budget Transfers
2. Budget Revisions

C. Consider approval of bids and proposals

1. RFP 30-05 Ballistic Panels for Hayley Elementary, Simms Elementary, and Guajardo Elementary

D. Consider approval of purchases requiring Board Approval under Policy CH(Local)

1. Reading Renaissance Software Renewal
 2. Annual Microsoft Software Licensing
 3. Canvas Learning Management System
 4. Builder's Risk Insurance Policy Extension
 5. Change Order for Elite Power to meet utility company requirements
 6. Building Envelope and Roofing Consultant
- E. Consider approval of donations
1. Foundation for the Future

9. Curriculum & Consent Agenda

Ms. Melba Anderson, Board Member, moved to approve items A, B, C, D, E, F, G, and H. Mr. Bryan Thompson, Board Member, seconded the motion. The motion carried 7/0.

- A. Consider for approval the District selected Character Education Program
- B. Consider for approval the TCISD 2020-2021 New and Innovative Course list
- C. Consider for approval Special Education Contracted Services for the 2020-2021 School Year
- D. Consider for approval the contract with Cherry House Moving Company to relocate portable structures to La Marque High School to be utilized for athletic facilities
- E. Consider approval of the Adjunct Faculty Agreement between Texas A&M AgriLife Extension and Texas City ISD for 2020-2021
- F. Approve the Interlocal Agreement and MOU for the Coastal Alternative Program (CAP) for 2020-2021
- G. Approve for approval the Agreement between Communities in Schools (CIS) and TCISD for 2020-21
- H. Approve the 2020-2021 Student Code of Conduct

10. Future Business

- A. Future Agenda Items
- B. Consider report by Superintendent and/or Board members regarding previous or upcoming activities for Board Members
 1. August 11 Regular Board Meeting, 6:30 p.m., Board Room

11. Consider land purchase
No recommendation was taken (Item was a Typographical Error).

12. Closed Meeting

- A. Closed meeting will be held for the purposes authorized by the Texas Open Meetings Act, Texas Government Code Section 551.071 et seq. concerning any and all purposes permitted by the Act, including but not limited to the following

sections and purposes: Texas Government Code Sections:

Mr. Dickey Campbell, Board Member, made a motion to convene into a closed meeting under Texas Government Code Sections 551.071 through 551.087. Mr. Bryan Thompson, Board Members, seconded the motion. The motion carried 7/0. The Board of Trustees entered a closed session at 10:07 p.m.

- B. **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 the purchase and sale agreement for the purchase of land related action items
 - 4. Consider legal advice regarding personnel issues
 - 5. Consider legal advice regarding any item listed on the agenda
- C. **551.072** For the purpose of discussing the purchase, exchange, lease, or value of real property
 - 1. Review purchase and sale agreement for the purchase of land
 - 2. Consider purchase of multiple tracts of land located at or near the intersection of Monticello Drive and Vauthier Road: Galveston County Appraisal District and related actions ID Nos. 132509, 132510, 132511, 132512, 132513, 132500, 131584 and related actions
- D. **551.073** For the purpose of discussing negotiated contracts for prospective gifts or donations
- E. **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 professional and non-professional personnel
 - 2. Consider renewals, non-renewals, and terminations of contracts for professional and non-professional personnel
 - 3. Consider Organization of officers for the TCISD Board of Trustees for the 2020-2021 school year
- F. **551.076** For the purpose of considering the deployment, specific occasions for, or implementation of, security personnel or devices
- G. **551.082** For the purpose of considering discipline of a public school child, or complaint or charge against personnel

- H. **551.0821** For the purpose of considering a matter regarding a public school student where personally identifiable information about the student will necessarily be revealed by the deliberation
- I. **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
- J. **551.084** Excluding witness for a hearing
- 13. Consider for approval the District selected Character Education Program
- 14. Consider for approval the TCISD 2020-2021 New and Innovative CTE Course list
- 15. Consider for approval Special Education Contracted Services for the 2020-2021 School Year
- 16. Approve the Adjunct Faculty Agreement between Texas A&M AgriLife Extension and Texas City ISD for 2020-2021
- 17. **Reconvene from Closed Meeting**
- 18. **Consider Action on Items Discussed in Closed Session**
 - A. Consider Board approval of professional personnel recommendations and related actions
 - B. Consider Board approval of renewal, non-renewals, and terminations of contracts for professional personnel and related actions
- 19. **Future Business**
- 20. **Adjournment**

Ms. Nakisha Paul, Vice President, moved to adjourn the meeting at 9:25 p.m. Mr. Nelson Juarez, Board Member, seconded the motion. The motion carried 7/0.

Approved:

 Nakisha Paul
 TCISD Board of Trustees

 Date

 Adriana Lyle, Secretary
 TCISD Board of Trustees

 Date

