

Minutes of Regular Board Meeting September 8, 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*

Absent: 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*

*Chudi Abajue, IBI Group
Brandon Gauge HWH
Adriana Lyle, Executive Administrative Assistant/Board Secretary
Sgt. D. Filmore, Galveston County SLO
Mark McLiney SAMCO
Bobby Mills, Systems Administrator
Don Pursley, Director of Facilities
Melissa Tortorici, Director of Communications
Robert Trabanino, IBI Group
Bentley Williams, HWH*

A Regular Board Meeting of the Board of Trustees of Texas City Independent School District was held Tuesday, September 8, 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 a 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. Ms. Paul 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.

3. Pledge & Invocation

*Mr. Nelson Juarez, Vice President, led the pledges to the flags.
Mrs. Mable Pratt, Board Member, gave the invocation.*

4. Public Forum

There was no Public Forum at this time.

5. Action Items

A. Consider Approval of Minutes for Board Meetings Held August 11, 2020, and August 25, 2020

Mr. Bryan Thompson, Board Member, moved to approve the minutes from meetings held on August 11, 2020, and August 25, 2020. Mr. Dickey Campbell, Board Member, seconded the motion. The motion carried 6/0.

6. Information Items

A. Presentation by Mark McLiney, With SAMCO Capital Markets, the District's Financial Advisor About Refunding Some of the District's Outstanding Bonds for Interest Rate Savings and Authorizing the District Staff and Financial Advisor to Proceed if Certain Minimum Savings are Reached and Other Matters Related Thereto

Mr. Mark McLiney, with SAMCO Capital Markets, discussed a potential bond refunding opportunity to refinance our 2011 bond issuance with a savings of \$878,775. He stated that a parameter sale would begin on October 13, 2020.

B. Review Facilities / New Construction Report

Mr. Don Pursley, Director of Facilities, Mr. Brandon Gauge, HWH, and Brantley Williams HWH, gave an update of the following District facilities.

1. Simms Elementary
2. Hayley Elementary
3. Guajardo Elementary
4. Roofing Projects

Mr. Don Pursley, Director of Facilities, reviewed the list of repairs that Walton Roofing will be handling at the following schools:

- *Roosevelt Wilson Elementary*
- *Woodrow Wilson Alternative Campus*
- *TCISD Technology Center*
- *La Marque High School*

- *Heights Elementary*
- *Press Boxes at Football Stadium*
- *Simpson Educational Support Center*

5. Change Orders

Mr. Don Pursley, Director of Facilities, stated that door handles were never incorporated into the zero set of the construction document. IBI added the missed or revised hardware set via comments on the returned submittal. This added hardware increased the hardware budget by \$150,476.

C. Review District Initiated Local Policy Revision AE (Local) – 1st Reading AE (Local) Educational Philosophy

Dr. Terri Burchfield, Assistant Superintendent of Support Services, reviewed revisions to AE (LOCAL), which states that our students deserve a safe and respectful learning environment in which their cultural, racial, and ethnic diversity is valued and in which they receive an education that maximizes their potential for future success. Additionally, to advance racial and ethnic equity in the educational setting and improve academic achievement for all District students, the said established Board goals and strategies will achieve the goals to be implemented by all staff members.

D. Review for Approval of the Proposed Project with Advanced Collaborative Solutions for Professional Development Services

Mrs. Susan Myers, Deputy Superintendent of Education, reviewed the Advanced Collaborative from Steve Ventura for professional development on the Six Critical Components of School Improvement for teachers at Hayley Elementary, Simms Elementary, Guajardo Elementary, and Roosevelt- Wilson Elementary throughout the 2020-2021 school year. The Six Critical Components of School Improvement teacher will receive during training are as follows:

- *Learner Disposition – Dispositions are action of visible learners*
- *Goal Setting – Creating goals for both students and teachers and their impact on student outcomes*
- *Feedback – Providing accurate and timely feedback to both students and teachers to promote a collaborative atmosphere conducive to specific student needs*
- *Inspired and Passionate Teacher and Leaders – The process of distinguishing between expert teachers and experienced teachers, and expert leaders and experienced leaders*
- *Teacher Clarity – Clearly communicating learning intentions and success criteria*

Mr. Ventura presented the keynote speech for convocation. He then provided an orientation for the four projected campus', introducing them to the Six Critical Components and the work they will participate during the school year.

E. Review for Approval of the 2020-2021 Texas Education Agency Staff Development Waiver

Mrs. Susan Myers, Deputy Superintendent of Education, explained that this waiver would allow the district to train staff on various educational strategies designed to improve student performance in lieu of student instruction during the school year. Mrs. Myers stated that this waiver is for staff development in place of student instruction. Waiver minutes are only applicable to staff development provided instead of student instruction during the school year and may not be used prior to the first day of student instruction or after the last day of student instruction.

Administration is asking for the waiver for three instructional days, January 4-6, 2021, for 1320 instructional minutes, combining these minutes with current minutes. The district will have an additional 5345 minutes (12 Days) to allow for emergency closures.

TCISD utilized 880 minutes for Hurricane Laura. Approval of the Staff Development Waiver will leave the district with an additional ten emergency days if needed for the 202-2021 school year.

F. Review for Approval of K and 7th Grade Reading Instruments Requirements Texas Education Agency Waiver

Mrs. Susan Myers, Deputy Superintendent of Education, went over the K and 7th Grade Reading Instruments Requirements Texas Education Agency Waiver. Mrs. Myers stated that Texas school districts are required to use one of two Commissioner approved Kindergarten reading diagnostic instrument for the beginning of the year screener. Also, the district is to use one of four Commissioner approved 7th-grade beginning-of-year reading diagnostic instrument.

Due to the disruptions to the 2019-2020 school year resulting from COVID-19, the district may use a waiver to continue to use the instrument they used in the 2019-2020 school year to meet student needs in the 2020-2021 school year only. Mrs. Myers explained that a waiver of the requirement to use specified instruments will only be approved for one year and will not be waived in the 2021-2022 year and beyond.

Administration is seeking Trustees approval this waiver for TCISD for the 2020-2021 school year. The district will continue to utilize Renaissance Star 360 and our beginning for the year reading screener for Kindergarten and 7th Grade.

G. 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, reviewed the contract with Proximity Learning. Due to the resignation at Texas City High School and the vacant teaching position at La Marque High School and La Marque Middle School, Administration is seeking approval to contract Proximity Learning to provide

Spanish and French instruction to students through the utilization of their online distance learning platform. TCHS< LMHS and LMMS will receive instruction from Proximity Learning's certified teachers three days per week and work on assignments two days a week under the supervision of TCISD faculty members. A quote of \$57,600.00 was given.

H. Review for Approval of Resolution to Pay Staff for Missed Days From Hurricane Laura

Dr. Melissa Duarte, Superintendent, explained that due to the impending arrival of hurricane Laura, the path was expected to take the district, took precautionary measures, and closed the district from Tuesday afternoon through Thursday. The district is requesting approval of a resolution to pay all staff members for the missed days due to the Hurricane Laura.

I. Approval of Design Phase for La Marque Middle School

Mr. Chudi Abajue, IBI Group, and Robert Trabanino, IBI Group, reviewed the design phase of La Marque Middle School. Trustees must approve the Design Development of La Marque Middle School before IBI prepares the specifications that will be used in the Competitive Sealed Proposal. If approved, we will be on track to receive Competitive Sealed Proposals in December 2020.

7. Business/Legal/Finance Consent Agenda

Mr. Dickey Campbell, Board Member, moved to approve items A(1-2), B, C, D, E (1-11), F(1-2), G(1-3), H(1,a-e, 2-5), I1, J1, K, and L. Ms. Melba Anderson, Board Member, seconded the motion. The motion carried 6/0.

Item M was pulled for additional information and to be voted on separately.

M. Amendment 2018-03 to Interlocal Governmental Agreement for TCISD District Liaison Officer Program

Dr. Melissa Duarte, Superintendent, gave additional information regarding the salary schedule for Liaison Officers, the low \$2,000 - high \$4,000 per Deputy depending on their pay group with two fewer Officers.

Mr. Hal Biery, Board Member, made a motion to accept the Amendment 2018-3 Interlocal Governmental Agreement for TCISD, District Liaison Offer Program, as presented. Mrs. Mable Pratt, Board Member, seconded the motion. The motion carried 6/0.

A. Consider Approval and Ratification of 2019-2020 Budget Amendments

1. Budget Transfers
2. Budget Revisions

B. Consider Approval and Ratification of 2019-2020 Fund Balance Assignments

- C. Consider Approval and Ratification of Operation Connectivity Inter-local Acquisition Agreement with Region 4 Education Service Center for Technology Purchase
- D. Consider Approval of and Ratification of MascotMedia Custom Digital Application Development Agreement
- E. Consider Approval of Financial Reports
 - 1. Expenditure Dashboard – General Fund
 - 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
- F. Consider Approval of 2020-2021 Budget Amendments Requiring Approval Under Board Policy CE(Local)
 - 1. Budget Transfers
 - 2. Budget Revisions
- G. Consider Approval of District-initiated Solicitations Required Under Board Policy CH(Local)
 - 1. 30-19 Fire Alarms and Sprinklers
 - 2. 30-25 Backflow Vent Hood Fire Extinguisher
 - 3. 30-27 Burglar Alarms
- H. Consider Approval of Purchases Requiring Board Approval Under Board Policy CH(Local)
 - 1. Nutrition Services Will Spend More Than \$50,000 in the Aggregate With Each of the Following Vendors During the 2020-2021 Fiscal Year
 - a. Borden Dairy Company
 - b. Brothers Produce
 - c. ISI Commercial Refrigeration
 - d. Kurz and Company
 - e. Labatt Food Service
 - 2. Roofing Assessment of Areas A, C, D, E and the Gymnasium at Blocker Middle School
 - 3. Roofing Repairs at Industrial Trades Center, Kohfeldt Elementary, Levi Fry Intermediate, and Simpson Education Support Center Exceeding \$50,000 in the Aggregate

- 4. Change Orders for Door Pro Systems Exceeding \$50,000 in the Aggregate
 - 5. Contract with IBI Architects for Phase 2 of Roofing Projects, including design and scope of work for roofs
 - I. Consider Approval of Contracts Requiring Approval Under Board Policy CH(Local) or Contract Procedures Manual
 - 1. MAC Interlocal Agreement for SHARS Services
 - J. Consider Approval of Gifts / Donations Requiring Approval Under Board Policy CDC(Local)
 - 1. SEP Donations
 - K. Consider Approval of Resolution to Pay Staff for Missed Days From Hurricane Laura
 - L. Consider Approval of Design Phase for La Marque Middle School
 - M. Amendment 2018-03 to Interlocal Governmental Agreement for TCISD District Liaison Officer Program
- 8. Curriculum & Consent Agenda**

Ms. Melba Anderson, Board Member, moved to approve items A, B1, C, D, E, F, and G. Mrs. Mable Pratt, Board Member, seconded the motion. The motion carried 6/0.

- A. Approval of Local Policy revisions to EIA (Local) Academic Achievement Grading/Progress Reports to Parents and EIE (Local) Academic Achievement Retention and Promotion - Second Reading
- B. Approval of Local Policy Revisions in Update 115 – Second Reading
 - 1. BF(Local): Board Policies
 - DED(Local): Compensation and Benefits - Vacations and Holidays
 - DIA(Local): Employee Welfare - Freedom from Discrimination, Harassment, and Retaliation
 - DMD(Local): Professional Development - Professional Meetings and Visitations
 - EI(Local): Academic Achievement
 - FB(Local): Equal Educational Opportunity
 - FD(Local): Admissions
 - FEB(Local): Attendance - Attendance Accounting
 - FFG(Local): Student Welfare - Child Abuse and Neglect
 - FFH(Local): Student Welfare - Freedom From Discrimination, Harassment, and Retaliation
 - FMF(Local): Student Activities - Contest and Competition
 - FNG(Local): Student Rights and Responsibilities - Student and Parent Complains/Grievances
 - GF(Local): Public Complaints
- C. Consider Approval of the Proposed Project with Advanced Collaborative Solutions for Professional Development Services
- D. Consider Approval of 2020-2021 Texas Education Agency Staff Development Waiver Consider Approval of 2019-2020

- E. Consider Approval of K and 7th Grade Reading Instruments Requirements Texas Education Agency Waiver
- F. Consider Approval of Contract With World Language – Proximity Learning to Facilitate Foreign Language Instruction at TCHS, LMHS, and LMMS
- G. Consider Approval of the August 2020 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
- C. Future Meeting Dates
 - 1. September 17 Special Called Meeting - Team of Eight /Tax Rate, 5:30 p.m. Admin. Boardroom
 - 2. September 30 -October 2 tx EDCON TASA/TASB Virtual Convention
 - 3. October 13, Regular Board Meeting, 6:30 p.m., Admin. Boardroom
 - 4. Board Facilities Committee
 - October 5, 2020
 - November 2, 2020
 - November 30, 2020
 - January 4, 2021

10. 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:

Ms. Melba Anderson, Board Member, made a motion to convene into a closed meeting under Texas Government Code Sections 551.071 through 551.087. Mrs. Mabel Pratt, Board Members, seconded the motion. The motion carried 6/0. The Board of Trustees entered a closed session at 7:48 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

6. Consider approval of Mediation Agreement related to EEOC Charge No. 460-2019-06326 and related actions.
- 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
- D. **551.073** For the purpose of discussing negotiated contracts for prospective gifts or donations
- E. **551.074** to consider 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
- F. **551.076** to consider the deployment, specific occasions for, or implementation of, security personnel or devices
- G. **551.082** to consider the discipline of a public school child, or complaint or charge against personnel
- H. **551.0821** to consider a matter regarding a public school student where the deliberation will necessarily reveal personally identifiable information about the student
- I. **551.083** to consider the students, guidelines, terms, or conditions the board will follow or will instruct its representatives to follow in consultation with a representative of employee groups
- J. **551.084** Excluding witnesses for a hearing

11. **Reconvene from Closed Meeting**

Trustees reconvened at 8:40 p.m.

12. **Consider Action on Items Discussed in Closed Session**

- A. Consider Board Approval of Professional Personnel Recommendations and Related Actions

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. Dickey Campbell, Board Member, moved for approval. Ms. Melba Anderson, Board Member, seconded the motion. The motion carried 6/0.

- B. Consider Board Approval of Renewal, Non-Renewals, and Terminations of Contracts for Professional Personnel and Related Actions

No action was taken at this time.

- C. Consider Approval of Mediation Agreement Related to EEOC Charge No. 460-2019-06326 and Related Actions.

Mr. David Hodgins, TCISD Attorney, presented the motion for Trustees to adopt the mediation agreement discussed and presented in closed session. Mr. Hal Biery, Board Member, made a motion to approve the adoption of the mediation agreement as discussed in closed session. Mrs. Mabel Pratt, Board Member, seconded the motion. The motion carried 6/0.

13. Adjournment

Mr. Nelson Juarez, Vice President, moved to adjourn the meeting at 8:17 p.m. Mr. Dickey Campbell, Board Member, seconded the motion. The motion carried 6/0.

Approved:

Nakisha Paul
TCISD Board of Trustees

Date

Adriana Lyle, Secretary
TCISD Board of Trustees

Date