



## **Regular Meeting Minutes**

Tuesday, Apr. 13th, 2021, at 6:30 p.m.

Simpson Education Support Center Board Room

### **1. Call to Order**

Present:

Nelson Juarez, Vice President

Melba Anderson

Hal Biery

Dickey Campbell

Mable Pratt

Bryan Thompson

Absent:

Nakisha Paul, President

Also Present:

Dr. Melissa Duarte, Superintendent

Dr. Terri Burchfield, Deputy Superintendent of Support Services

Kami Hale, Assistant Superintendent of Curriculum & Instruction

Marcus Higgs, Assistant Superintendent of Human Resources

Margaret Lee, Assistant Superintendent of Business & Operation

Priscilla Apolinar, Sec. of Fine Arts. / Spec. Ed

Cory Burbach with Cooperative Strategies

Joshua Duarte - Asst. Band Director TCHS

Winnie Gilmore, Community  
Ben Guillotte, Director of Band TCHS  
Sgt. D. Filmore, TCISD SLO  
Christina Hartsfield, TAFE  
Christopher Loftin, Dean of Stu. Behavior LMHS  
Adriana Lyle, Board Secretary  
Mark Lyon, Director of Fine Arts  
Jennifer McCarthy, 4th Grade Guajardo Teacher  
Bobby Mills, Systems Administrator  
Don Pursley, Director of Facilities  
Steven Scott, Asst Band Director TCISD  
Craig Straw, Director of Safety  
Leland Surovik, Director of Athletics  
Matthew Taylor, Head Choral Director TCHS  
Melissa Tortorici, Director of Communication

**See attached for additional attendants.**

## **2. First Order of Business**

- 2.1. 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

## **4. Public Forum**

There was no Public Forum at this time.

## **3. Pledge & Invocation**

Bryan Thompson, Board Member, led the pledges to the flags.

Dickey Campbell, Board Member, gave the invocation.

## **5. Recognitions**

### 5.1. Recognition by Mayes Middleton

Melissa Tortorici, Director of Communications, introduced Michael Jenkins on behalf of Mayes Middleton presented the following for their help in distributing 250 hot meals to local seniors without power. State Representative Mayes Middleton heard about this act of kindness and prepared a Certificate of Recognition for the dedication of their time and effort.

- Dr. Terri Burchfield
- Melissa De Los Santos
- Dr. Melissa Duarte
- Shone Evans
- Whitney Hatcher
- Jerrell Hudson
- Margaret Lee
- Stephanie Martinez
- Hosana Medbery & Nutrition Services
- Wendy Patterson
- Nakisha Paul
- Jacinta Urps

[A I Sheet April 2021 - Middleton Recognition.pdf](#) 

### 5.2. Region Powerlifting Qualifiers

Melissa Tortorici, Director of Communications, introduced the Powerlifting Qualifiers. La Marque High School and Texas City High School had students qualify to compete at the Region Powerlifting Meeting based on success at the District Meet. The following were recognized:

- Do'Majani Jones –advanced in the super heavyweight category
- Myla Mosley - 6th place in weight category
- Tristin Corn – 9th place in weight category
- Charles Ray – 4th place in weight category
- Eric Sneed – 6th place in the super heavyweight category

[A I Sheet April 2021 - region powerlifters.pdf](#) 

### 5.3. TAFE State & National Qualifiers

Melissa Tortorici, Director of Communications, introduced students enrolled in the Ready Set Teach program. These students are members of the Texas Association of Future Educators. As members, they have a chance to participate in regional competitions on a variety of topics. The following students were recognized, and the following three students were recognized for qualifying for the first time in the school's history and have a chance to compete at Nationals.

- Kimberly Altamirano, State Qualifier for Interactive Bulletin Board Secondary
- Madelynn Gallagher, State Bronze Certificate for Elementary Leadership Fundamentals Test
- Danae Verdun, State Blue Ribbon for Interactive Bulletin Board Elementary
- Adrian Sendejas, State Qualifier for Public Speaking; National Qualifier for Impromptu Speaking
- Daniela Aguirre and Anastaisa Vela, National Qualifiers for Teacher Created Materials Elementary

[A I Sheet April 2021 - TAFE.pdf](#) 

#### 5.4. State UIL Solo & Ensemble

Mark Lyon, Director of Fine Arts, introduced TCISD's UIL State Solo and Ensemble Qualifiers. Students performed at the Region UIL Solo and Ensemble Contest. Students received a 1st Division rating on a class 1 solo ensemble, advanced to the UIL State Solo and Ensemble Contest at the end of May. Directors from Texas City High School are Matthew Taylor and Eliza Nicholson for TCHSD Choir.

Directors from La Marque High School are Suvanna Lyon from LMHS Choir and Daniel Quintana, and Jeremy Murray for LMHS Band.

The following students received recognition:

- Abrial Ramirez
- Gabe Clements
- Mario Negron Sweeney
- Owen Dupree
- Makaela Toliver
- Vivian Garms
- Peyton Marett

- Zoey Smith
- Alana Lee
- Melanie Torres
- Eveln Hernandez
- Kent Anderson
- River Dickman
- Giselle Alcala
- Jauron Butler
- Kaila Sajna
- Matthew Lewis

[TCISD BOT Recognition of UIL Solo and Ensemble 2021.pdf](#)



#### 5.5. State UIL Mariachi Contest

Mark Lyon, Director of Fine Arts, introduced the Mariachi Raya students who played during the opening of the Board Meeting. These students performed at the Region 17 UIL Solo and Ensemble Contest on Feb. 6th. The group received a 1st Division rating earning them a spot to participate in the UIL State Mariachi Festival. Mariachi Raya will compete against numerous other 5A mariachi from around the state June 18-19. Mariachi Raya is Directed by Steen Scott and assisted by Joshua Duarte and Benjamin Guillotte.

[TCISD BOT Recognition of State Mariachi .pdf](#) 

#### 5.6. HLSR Rodeo Art Contest

Mark Lyon, Director of Fine Arts, introduced the TMEA All-State Students. The following six students were awarded at the Houston Livestock and Rodeo Art Competition. One of the students made state for VASE Competition.

Bogdana Semchenko - TCHS

Mia Juarez - Blocker

Nathaniel Gomez - Levi Fry

Narissa Cothorn - TCHS

Natalie Benivamonde - La Marque Middle

Victoria Juri - Levi Fry

[TCISD Board Rodeo Winners 2021.pdf](#) 

## 6. Action Items

- 6.1. Consider Approval of Board Meeting Minutes Held on Mar. 9th, 2021

[2021 Minutes March 9.pdf](#) 

A motion was made to accept the Mar. 9th, 2021 minutes.

*Moved by:* Bryan Thompson

*Seconded by:* Hal Biery

**The motion carried 7/0.**

## 7. Information Items

- 7.1. Review TASB Localized Updates Affecting Local Policies. (First Reading)

Dr. Terri Burchfield, Deputy Superintendent of Support Services, reviewed local policy revision to CDA (LOCAL) Other Revenues Investments and FNAB (LOCAL) Students Expression Use of School Facilities for Non-School Purposes - First Reading

CDA(LOCAL): OTHER REVENUE INVESTMENTS

FNAB(LOCAL): STUDENT EXPRESSION USE OF SCHOOL FACILITIES FOR NON-SCHOOL PURPOSES

[CDA and FNAB Board Back UP.pdf](#) 

- 7.2. Review State of the District

Dr. Melissa Duarte, Superintendent, reviewed the State of the District. Dr. Duarte listed accomplishments made in the following areas:

- Athletics
- Business & Finance
- Career & Technical Education
- Communications
- Community Engagement

- Curriculum & Instruction
- Facilities
- Fine Arts
- Human Resources
- Safety & Security
- Special Education
- Support Services
- Technology

7.3. Review Culturally Responsive Leadership Team Update  
Chris Loftin, LMHS Teacher, Jennifer McCarthy, 4th Grade Guajardo Teacher, and Winny Gilmore, Community Member, three of nineteen committee members from the Culturally Responsive Leadership Team, presented a board update regarding the following topics:

- Beliefs, Mission & Vision
- Policy AE (Local) used to guide and give direction
- Areas of Focus
- Student Demographics and their needs
- State Demographics
- School Leaders
- Attendance - Staff and Student
- STAAR Data by Ethnicity
- Discipline Data
- Theory of Action

[CRL Board Update.pdf](#) 

7.4. Review Proposal to Facilitate 10-year Long Range Facility Plan  
Cory Burbach with Cooperative Strategies is a K-12 Planning Firm that offers consultation services to districts for long-range planning. These services include analyzing facilities' major systems such as HVAC, lighting, fire safety, and plumbing. They additionally analyze mechanical and electrical systems, conduct safety ADA Compliance and indoor air quality. The data given will help consultants assign a Facility Condition Index score for each site to prioritize projects, determine a repair or replacement needs, a timeline, and provide a long-range plan for TCISD. The three

companies that were reviewed were Vanir, Corgan, and Cooperative Strategies. It is the recommendation of Administration to approve Cooperative Strategies as TCISD's long-range planning consultants as presented.

[Long-Range Facilities Planning.pdf](#) 

7.5. Review Purchase Requiring Approval Under Board Policy CH(Local): District-wide Roofing Projects


Don Pursley, Director of Facilities, explained that out of eleven contractors that responded to our Roofing Improvement Phase 2 RFP, Tremble Construction proposal rated highest. This proposal with all alternates will address all of the necessary roofing needs for the District. It is Administration's recommendation to approve Tremble Construction to address the District's roofing needs as presented.

[Information - Roofing Projects.pdf](#) 

[2018 Bond Roofing Improvements Phase 2 Evaluation](#)

[Totals.pdf](#) 

[!TCISD Roof-Ph2 Proposal Tab-Post Docs-Evaluations \(Final-kw\).pdf](#) 

[!TCISD Roof-Ph2 Proposal Tab-Accepted Alternates \(Final-DR\).pdf](#) 

7.6. Review Proposal for New Band Uniforms for the TCHS Band  
Mark Lyon, Director of Fine Arts, reviewed the need for the TCHS band to have new uniforms. Uniforms are purchased every 7-8 years. The last purchase was in 2013. Mr. Lyon presented a model who wore a sample of the new uniform. The quote presented is from Fred J. Miller Inc. This purchase will come from the Fine Arts Fund Balance.

[Band Uniforms.pdf](#) 












## 8. Consent Agenda

A motion was made to approve Items 8.1, 8.2, 8.3, 8.4, 8.5, 8.6, 8.7, 8.8, 8.9, 8.10, 8.11, 8.12, 8.13, 8.14, 8.15, and 8.16.



*Moved by:* Dickey Campbell  
*Seconded by:* Mable Pratt

**The motion carried 7/0.**

- 8.1. Consider Approval of the Calvin Vincent Head Start Supplemental Funding -COLA Grant Application  
[CVHS SUPPLEMENTAL FUNDING COLA GRANT APPLICATION.pdf](#) 
- 8.2. Consider Approval of the Calvin Vincent PreK Textbook Adoption  
[AI - Pre-K Adoption.pdf](#) 
- 8.3. Consider Approval of the Calvin Vincent Head Start Director's Report  
[CVHS HEAD START DIRECTOR'S REPORT - MARCH 2021.pdf](#) 
- 8.4. Consider Approval of Resolution to Establish a Certificate of Deposit Account at Frost Bank and Name Signers of the Account  
[Information - Frost Bank Resolution.pdf](#)   
[Resolution to Establish CD at Frost Bank.pdf](#) 
- 8.5. Consider Approval of Monthly Financial Reports  
[Information - Financial Reports.pdf](#)   
[Dashboard Report.pdf](#)   
[Operating Statement - General Fund.pdf](#)   
[Operating Statement - Nutrition Services.pdf](#)   
[Expenditures by Function - All Funds Combined.pdf](#)   
[Expenditures by Function - General Fund.pdf](#) 

[Expenditures by Function - Head Start.pdf](#) 

[Check Register Report - All Funds.pdf](#) 


[Check Register Report - Head Start.pdf](#) 

[February Tax Collections.pdf](#) 

[S18TTL20.pdf](#) 

[Supplemental Refund Memo 20SUP04.pdf](#) 

[Texas City ISD February 2021 Monthly Investment Report Short Version.pdf](#) 

[Texas City ISD February 2021 Quarterly Investment Report Short Version.pdf](#) 

[TexPool Newsletter.pdf](#) 

8.6. Consider Approval of Budget Amendments Requiring Approval Under Board Policy CE(Local)

[Information - Budget Amendment.pdf](#) 

[Amendment Reconciliation.pdf](#) 

[Budget Transfers.pdf](#) 

[Budget Revisions.pdf](#) 

8.7. Consider Approval of Purchase Requiring Approval Under Board Policy CH(Local): Littlefield Concrete Cost Adjustment for Simms Elementary, Hayley Elementary, and Guajardo Elementary

[Information - Littlefield Concrete.pdf](#) 


[Change Orders for material increases revised.pdf](#) 

[Dorsett Concrete.pdf](#) 

[Dorsett Concrete \(1\).pdf](#) 

[Dorsett Concrete \(2\).pdf](#) 

[Rebar.pdf](#) 

[Rebar \(2\).pdf](#) 

[Rebar \(3\).pdf](#) 

8.8. Consider Approval of Purchase Requiring Approval Under Board Policy CH(Local): District-wide Roofing Projects

8.9. Consider Approval of Purchase Requiring Approval Under Board Policy CH(Local): Propane Bus

[Information - Propane Bus Purchase.pdf](#) 


[Customer Proposal \(68\).pdf](#) 

8.10. Consider Approval of Change Order Requiring Approval Under Board Policy CH(Local): Z Furring Strips for Nichiha Walls at Simms Elementary, Hayley Elementary, and Guajardo Elementary

[Information - Nichiha Walls.pdf](#) 

[Blue Dawg 9B - Nichiha Walls Proposal Page 1.pdf](#) 

[Blue Dawg 9B - Nichiha Walls Proposal.pdf](#) 

[TCISD Elementary School Z-Clips - Texas City, TX 10-15-2020.pdf](#) 

[Blue Dawg - Z Clips.pdf](#) 

[Brandon Gage Email 2021-04-02.pdf](#) 


8.11. Consider Approval of Purchase Requiring Approval Under Board Policy CH(Local): TCHS Band Uniforms

[TCISD BOT Approval of TCHS Uniforms.pdf](#) 

8.12. Consider Approval of Purchase Requiring Approval Under Board Policy CH(Local): Emergency Management Software

[Information - Emergency Management Software.pdf](#) 

[5ade0ac3-6752-4f29-b3ea-4dcb433bdab6.pdf](#) 

[Navigate 360 Emergency Management Software - A&I and Backup.pdf](#) 

- 8.13. Consider Approval of Solicitation Requiring Approval Under Board Policy CH(Local): RFP 31-05 Campus Safety and Security Supplies

[A&I 31-05 Campus Safety and Security- FINAL.pdf](#) 

- 8.14. Consider Approval of 2021 Summer Work Hours

[Summer Hours A&I Sheet 4-6-2021.pdf](#) 

- 8.15. Consider Approval of Long Range Facility Plan Consultant

- 8.16. Consider Approval of 2021-22 Allotment and TEKS Certification

[2021-22-allotment-teks-certification-template \(1\).pdf](#) 

## 9. Future Business

### Future Agenda Items

### Future Meeting Dates

- 9.1. May 11th, 2021 - Regular Board Meeting, Simpson Education Boardroom. 6:30 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 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:

A motion was made to convene into a closed meeting under Texas Government Code Sections 551.071 through 551.087. The Board of Trustees entered a closed session at 7:41 p.m.

*Moved by:* Melba Anderson

*Seconded by:* Bryan Thompson

**The motion carried 7/0.**

- 10.1. 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:
- 10.2. **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 personnel issues
  4. Consider legal advice regarding any item listed on the agenda
  5. Consider legal advice regarding employment status, job performance, and related issues and actions regarding Executive Director of Security for TCISD
  6. Consider legal advice regarding personnel and related action items, including Level Three DGBA Grievance submitted by Kandid Lea
- 10.3. **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
- 10.4. **551.073** For the purpose of discussing negotiated contracts for prospective gifts or donations

- 10.5. **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 employment status, job performance, and related issues and actions regarding Executive Director of Security for TCISD
  4. Consider Level Three DGBA Grievance filed by Kandid Lea and related actions
- 10.6. **551.076** For the purpose of considering the deployment, specific occasions for, or implementation of security personnel or devices
- 10.7. **551.076** For the purpose of considering the deployment, specific occasions for, or implementation of, security personnel or devices
- 10.8. **551.082** For the purpose of considering discipline of a public school child, or complaint or charge against personnel
- 10.9. **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
- 10.10. **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 a representative of employee groups
  1. Consider Level Three DGBA Grievance filed by Kandid Lea and related actions
- 10.11. **551.084** Excluding witness for a hearing

## **11. Reconvene from Closed Meeting**

Trustees reconvened at 10:02p.m.

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

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

Marcus Higgs, Asst. Superintendent of Human Resources asked for approval to hire all professional personnel recommendations as discussed in closed session.

*Moved by:* Melba Anderson

*Seconded by:* Mable Pratt

**The motion carried 7/0.**

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

Marcus Higgs, Asst. Superintendent of Human Resources asked for approval of renewal, non -renewal, and termination of contracts for professional personnel and related actions as discussed in closed session.

*Moved by:* Melba Anderson

*Seconded by:* Bryan Thompson

**The motion carried 7/0.**

- 12.3. Consider Level Three DGBA Grievance Filed by Kandid Lea and Related Actions

There was no motion at this time.

## **13. Adjournment**

A motion was taken to adjourn the meeting at 10:04 p.m.

*Moved by:* Bryan Thompson

*Seconded by:* Dickey Campbell

**The motion carried 7/0.**

- 13.1. Adjourn Meeting

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Adriana Lyle

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Nakisha Paul