



## **Special Meeting (Closed Session) Minutes**

Tuesday, August 17, 2021, at 6:30 PM

Simpson Education Support Center Board Room

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

Present:

Nakisha Paul, President

Melba Anderson

Hal Biery

Dickey Campbell - Virtual Attendance

Mike Matranga

Mable Pratt

Absent:

Bryan Thompson

Also Present:

Dr. Melissa Duarte, Superintendent

Dr. Terri Burchfield, Deputy Superintendent of Support Services

Marcus Higgs, Assistant Superintendent of Human Resources

Margaret Lee, Assistant Superintendent of Business

Adriana Lyle, Secretary

Melissa Tortorici, Director of Communications

Tray White, Director of Technology

### **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

### 3. Public Forum

There was no Public Forum at this time.

- 3.1. Public Meeting to Discuss Budget and Proposed Tax Rate  
Margaret Lee, Assistant Superintendent of Business, reviewed the budget and proposed tax rate. Mrs. Lee gave an update of where dollars generated are used. Mrs. Lee explained that district dollars are used in the following areas to make payments on the District's voter-approved bonded indebtedness. Transportation, Facilities, Safety & Security, Support Services, Instruction, Technology, Staff Development/Instructional Leadership, Media Services, Campus Administration, General Administration, cocurricular and Extra-Curricular Activities.

[Where does a Dollar Go 2021-08-17.pdf](#) 

[905606-Texas City ISD TAX-0806 \(002\).pdf](#) 

[2020 Tax Rate Calculation Worksheet 2021-08-10.pdf](#) 

### 4. Action Items

- 4.1. Consider Adoption of the 2021-2022 General Operating Budget (Fund 1XX)

[Information - 1XX Budget Adoption.pdf](#) 

[1XX Function Summary.pdf](#) 

[1XX Category Summary.pdf](#) 

[1XX Object Summary.pdf](#) 

[1XX Organization Summary.pdf](#) 

[1XX Program Intent Summary.pdf](#) 

[1XX Budget Manager Summary.pdf](#) 

Margaret Lee, Superintendent of Business, presented the 1XX Budget for Adoption. Mrs. Lee stated that after considering the budget information shared during the Public Meeting to Discuss Budget and Proposed Tax Rate including the Tax Calculation Worksheets, Trustees would consider adoption of three separate budgets:

1. General Operating Funds
2. Debt Service
3. Nutrition Services

A motion was made to approve the 2021-2022 General Operating Fund Budget as presented.

*Moved by:* Melba Anderson

*Seconded by:* Mike Matranga

**The motion carried 6/0.**

- 4.2. Consider Adoption of the 2021-2022 Debt Service Budget (Fund 599)

[Information - 599 Budget Adoption.pdf](#) 

[599 Category Summary.pdf](#) 

[599 Expenditure Detail.pdf](#) 

Margaret Lee, Superintendent of Business, explained that the purpose of the Debt Service Budget is to make payments on the voter-approved bonded indebtedness.

A motion was made to approve the 2021-2022 Debt Service Budget as presented.

*Moved by:* Mike Matranga

*Seconded by:* Melba Anderson

**The motion carried 6/0.**

4.3. Consider Adoption of the 2021-2022 Nutrition Services Budget (Fund 240)

[Information - 240 Budget Adoption.pdf](#) 

[240 Category Summary.pdf](#) 

[240 Object Summary.pdf](#) 

[240 Organization Summary.pdf](#) 

Margaret Lee, Superintendent of Business, stated the purpose of the Nutrition Services Fund is to provide nutritious meals to students. The Nutrition Services program is mostly funded by the Federal School Lunch and Federal School Breakfast programs that provide free breakfast and lunches to all students. Additional revenue is received from a la carte sales.

A motion was made to approve the 2021-2022 Nutrition Services Budget as presented.

*Moved by:* Mike Matranga

*Seconded by:* Hal Biery

**The motion carried 6/0.**

4.4. Discuss and Take Possible Action on Mask Requirements for Students, Staff and Visitors

The board discussed at length the data around Covid-19 cases as well as the district numbers last year and what parameters were put in place. Additionally, they looked at current cases and the impact the infection rate could have on the education of our students as well as the safety concerns.

A motion was made by Trustees for everyone to wear masks indoors and to have masks be optional outdoors with the exception of any medical exclusions. If the level of infection would warrant reconsideration, the board would reconsider mask requirements.

*Moved by:* Hal Biery

*Seconded by:* Melba Anderson

**The motion carried 5 in favor and 1 opposed.**

4.5. Resolution for COVID Days - Marcus Higgs

[A&I Resolution - Extension of Leave Due to COVID.pdf](#) 

[Resolution Regarding Extension of Leave for Employee](#)

[Quarantine 8-17-2021.docx](#) 

Marcus Higgs, Assistant Superintendent of Human Resources, spoke regarding the Governor of the State of Texas renewed the disaster declaration for all counties in Texas due to the imminent threat posed by COVID. A resolution was addressed that explained paid leave for staff who are instructed to isolate due to a lab-confirmed positive case of COVID.

A motion was made to give employees who have to be isolated due to a positive case of COVID 5 COVID days. Employees would then be responsible for additional days from their bank of days.

*Moved by:* Mike Matranga

*Seconded by:* Mable Pratt

**The motion carried 6/0.**

**5. Consent Agenda**

A motion was made to approve Items 5.1, 5.2, 5.3, and 5.4.

*Moved by:* Hal Biery

*Seconded by:* Mable Pratt

**The motion carried 6/0**

5.1. Consider Approval of Final Budget Amendment for the Current Fiscal Year - Fund 1XX

[Information - Final Budget Amendment - 1XX.pdf](#) 

[Amendment Reconciliation - 1XX.pdf](#) 

[Budget Revisions - 1XX.pdf](#) 

5.2. Consider Approval of Final Budget Amendment for the Current Fiscal Year - Fund 599

[Information - Final Budget Amendment - 599.pdf](#) 

[Amendment Reconciliation - 599.pdf](#) 

[Budget Revisions - 599.pdf](#) 

5.3. Consider Approval of Fund Balance Assignment

[Information - Fund Balance Assignment.pdf](#) 

5.4. Approve the Interlocal Agreement and MOU for the Coastal Alternative Program (CAP) for 2021-2022

[CAP MOU 2021-2022 School Year.pdf](#) 

## 6. Future Business

### 6.1. Future Meeting Dates

- Aug. 23 Superintendent's Academic Achievement Awards, 6 p.m. at the Doyle Center
- Sept. 21 Simms Ribbon Cutting & Dedication, 5 p.m. at Simms
- Sept. 21 Hayley Ribbon Cutting & Dedication, 6 p.m. at Hayley

## 7. 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 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:

7.1. **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
- 7.2. **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
- 7.3. **551.073** For the purpose of discussing negotiated contracts for prospective gifts or donations
- 7.4. **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 nonprofessional personnel
- 7.5. **551.076** For the purpose of considering the deployment, specific occasions for, or implementation of, security personnel or devices
- 7.6. **551.082** For the purpose of considering discipline of a public school child, or complaint or charge against personnel
- 7.7. **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

7.8. **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

7.9. **551.084** Excluding witness for a hearing

**8. Reconvene from Closed Meeting**

There was no closed meeting at this time.

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

9.1. Consider Board Approval of Professional Personnel Recommendation and Related Actions

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

**10. Adjournment**

Trustees took a motion to adjourn the meeting at 7:34 p.m.

*Moved by:* Melba Anderson

*Seconded by:* Mike Matranga

**The motion carried 6/0.**

10.1. Adjourn Meeting

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Adriana Lyle

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Nakisha Paul