



Regular Meeting Minutes

Tuesday, June 8, 2021, at 6:30 p.m.

Simpson Education Support Center Board Room

1. Call to Order

Present:

Nakisha Paul, President

Melba Anderson

Hal Biery

Dickey Campbell

Mike Matranga

Mable Pratt

Bryan Thompson

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

James Callaway, Desktop Technician

Richard Chapa, Director of CTE
Sgt. D. Filmore, TCISD SLO
Hans P. Graff, Sara Leon & Assoc.
Keith Hightower, Marathon Petroleum
David Hodgins, TCISD Attorney
Martin Loebert, Valero
Adriana Lyle, Board Secretary
Don Pursley, Director of Facilities
Clarissa Silva, Communication Specialist
Geny White, Director of Foundation

Please see attached additional attendees

2. First Order of Business

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 for the time and manner.

- 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. Pledge & Invocation

Melba Anderson, Board Member, led the pledges to the flags.
Nakisha Paul, Board Member, gave the invocation.

4. Recognitions

- 4.1. Expression of Appreciation for 2020-2021 Board President Nakisha Paul

Dr. Melissa Duarte, Superintendent, recognized Nakisha Paul for her service to Texas City ISD as President for the 2020-2021 school year.

[A I Sheet June 2021 - President Thank You.pdf](#) 

4.2. Donation from Marathon

Geny White, Director of Foundation, introduced Keith Hightower from Marathon Petroleum. Mr. Hightower presented TCISD with a generous donation to be used for the Industrial Trade Center.

[Marathon Foundation.pdf](#) 

4.3. Speech & Debate at Nationals

Melissa Tortorici, Director of Communications, explained that Senior Adrian Sendejas was not able to attend the board meeting. Ms. Tortorici informed us that Adrian qualified for the 2021 National Speech and Debate tournament. He went undefeated throughout his competition season. He is the first to qualify for Nationals for Texas City High School in Speech and Debate history. Adrian also made history by qualifying for Nationals in Impromptu Speaking as part of the Texas Association of Future Educators.

[A I Sheet June 2021 - Nationals Sendejas.pdf](#) 

5. Public Forum

We had one item under Public Forum. Mr. Jesus Mendoza emailed a letter regarding Electro-Hypersensitivity - EHS Awareness that was read by Ms. Paul.

6. Action Items

- 6.1. Administer Oath of Office to Board Members
Mr. David Hodgins, TCISD Attorney, administered the Oath of Office for Hal Biery, District 6, and Mike Matranga, At Large.

[At large Certificate of election May 01, 2021.pdf](#) 

[At large Oath of Election, May 01, 2021.pdf](#) 

[At large Statement of election, May 01, 2021.pdf](#) 

[District 6 Certificate of election, May 01, 2021.pdf](#) 

[District 6 Oath of Election, May 01, 2021.pdf](#) 

[District 6 Statement of election, May 01, 2021.pdf](#) 

- 6.2. Organization of Officers for the TCISD Board of Trustees for the 2021-2022 School Year

A motion was made to have Ms. Nakisha Paul, current President, continue as President for the 2021-2022 school year

Moved by: Bryan Thompson

Seconded by: Mable Pratt

The motion carried 7/0.

A motion was made to have Ms. Melba Anderson serve as Vice President for the 2021-2022 School Year.

Moved by: Hal Biery

Seconded by: Mable Pratt

The motion carried 7/0.

- 6.3. Consider Approval of Board Meeting Minutes Held on May 11, 2021, May 18, 2021, May 25, 2021, and May 28, 2021

[2021 Minutes May 11.pdf](#) 

[2021 Minutes May 18.pdf](#) 

[2021 Minutes May 25.pdf](#) 

[2021 Minutes May 28.pdf](#) 

A motion was made to accept the minutes for May 11, 2021, May 18, 2021, May 25, 2021, and May 28, 2021.

Moved by: Dickey Campbell

Seconded by: Melba Anderson



The motion carried 7/0.

7. Information Items

- 7.1. Review Action to Approve a Foreign Trade Zone Exemption and Tax Equivalency Payment Agreement with Valero Refining-Texas, LP


Mr. Hans Graff, Sara Leon & Associates, and Mr. Martin Loeberd, Valero, explained the district currently receives tax equivalency payment from the Texas City Free Trade Zone Corporation through Texas City. Valero Refining proposed to amend the Agreement and enter into a new Agreement directly with Texas City ISD in place of dissolving the Foreign Trade Zone. The first Agreement is an Amendment to the Texas City Foreign Trade Zone Corporation Agreement. The second is a new Agreement by Valero


to make payments directly to TCISD. Valero agreed to delay the beginning of the Agreement to 2022.

[Updated AI Sheet - TCISD FTZ Agreements.pdf](#) 
[Amendment to Tx. City TEP Agreement W-Exh. 6-3-21.pdf](#) 

7.2. Review TASB Pay Systems Recommendations, Stipend Study, and 2021-2022 Compensation Plan for Texas City ISD

Mr. Keith McLemore, with TASB, reviewed and presented a short video of the 2021-2022 Texas City ISD TASB Pay System Review, Stipend Study, and Compensation Plan. The study was conducted to examine the competitive job market and make recommendations for internally fair and externally competitive pay practices to the staff of Texas City ISD.

[Review TASB Pay Systems Review Recommendations, Stipend Study, and 2021-2022 Compensation Plan for Texas City ISD A&I Sheet 6-8-2021.pdf](#) 

[Pay Study Final Report - Texas City ISD 2020-21 \(Revised 6.4.21\) V.3.pdf](#) 

7.3. Review 2021-2022 Budget Update

Mrs. Margaret Lee, Assistant Superintendent of Business, gave an overview of the 2021-2022 Compensation Plan. Mrs. Lee explained that she would be presenting the TASBO model due to its user-friendly format. Mrs. Lee gave an update regarding the following: ASATR (Additional State Aide

due to Tax Reduction), State Average Revenue Targets, Funding Formula, Salaries, Adoption of Model 3 for the 2021-2022 school year, and Transition Grant.

[Information - Budget Overview.pdf](#) 

[Email Correspondence About Revenue](#)

[Projections.pdf](#) 

[TASBO Revenue Estimate 2021-06-02.pdf](#) 

7.4. Review Facilities and Construction Update

Mr. Don Pursley, Director of Facilities, gave an update on the current construction of Guajardo Elementary, Hayley Elementary, Simms Elementary, and La Marque Middle School.

[Information - Construction Report.pdf](#) 

7.5. Review Recommendations of Proposed Naming of School Facilities at Simms Elementary and Guajardo Elementary

Dr. Terri Burchfield, Deputy Superintendent of Support Services, presented a proposal for naming portions of buildings. This would allow the Board to appoint a committee to study proposed names for portions of buildings.

Mrs. Sharon Williams, Simms Principal, turned in a proposal to name the lounge at Simms Elementary the Pat Babb Butterfly Lounge. Mrs. Babb has been an integral part of building relationships with students and staff and has helped bridge many relationships with all who knew her.

James Willison, Director of Secondary Education, turned in a second proposal to name the new Guajardo Elementary library after Sam Myers, who

has contributed to our District, Staff, Students, and Community for over 40 years.

[Facilities Naming Board Back UP.pdf](#) 

7.6. Review District-Initiated Policy Revisions (First Reading):

1. DNB (LOCAL) - Performance Appraisal Evaluation of Campus Administrators
2. DCB (LOCAL) – Employment Processes Term Contracts

Dr. Terri Burchfield, Deputy Superintendent of Support Services, reviewed the local policy, revisions of DNB (LOCAL) Performance Appraisal Evaluation of Campus Administrators and DCB (LOCAL) - Employment Processes Term contracts (First Reading).

DNB (LOCAL) – This policy revision reflects the use of the Texas Principal Evaluation and Support System (T-PESS) for the appraisal of district principals. Other administrative positions shall be appraised using either a locally developed appraisal system or a modified version of the T-PESS.

DCB (LOCAL) – The revisions in this policy reflect the change in title from the director of technology to chief technology officer and removes language to align with current practice.

[DNB and DCB Board Back UP.pdf](#) 

7.7. Review COVID -19 Task Force Recommendations for 2021-2022 School Year

Dr. Terri Burchfield, Deputy Superintendent of Support Services, reviewed the COVID - 19 Task Force Update for 2021-2022. The District’s COVID-19 Task Force has met throughout the school year to consider information and make recommendations regarding

protocols during the pandemic. The Task Force always uses CDC and TEA guidance for decisions. The Task Force surveyed virtual parents and collected data for the committee to discuss whether we should offer a virtual option for the 2021-2022 school year. Another decision that the committee will discuss is to make masks optional since the governor has ordered that schools do not have to mandate masks.

[A I Sheet June 2021 - Task Force Update.pdf](#) 

8. Consent Agenda

A motion was made to approve Items 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, and 8.15.

Moved by: Bryan Thompson

Seconded by: Melba Anderson

The motion carried 7/0.

- 8.1. Consider Action to Approve a Foreign Trade Zone Exemption and Tax Equivalency Payment Agreement with Valero Refining-Texas, LP

Item 8.1 was pulled and held to be voted on separately.

A motion was made to approve the Foreign Trade Zone Exemption and Tax Equivalency Payment Agreement with Valero Refining-Texas, LP, as presented.

Moved by: Dickey Campbell

Seconded by: Hal Biery

The motion carried 7/0.

- 8.2. Consider Approval of Monthly Financial Reports

[Information - Financial Reports -as of April.pdf](#) 

[Dashboard Reports.pdf](#) 

[Operating Statement - General Fund.pdf](#) 

[Nutrition Services Operating Statement.pdf](#) 

[Expenditures by Function - General Fund 1XX.pdf](#) 

[Expenditures by Function - All Funds.pdf](#) 

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

[Guajardo as of 05.31.21.pdf](#) 

[Hayley - as of 05.31.21.pdf](#) 

[Simms as of 05.31.21.pdf](#) 

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

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

[April 2021 Tax Collections Rpt..pdf](#) 

[Supplemental Refund Memo 20SUP05.pdf](#) 

[Texas City ISD April 2021 Monthly Investment Report.pdf](#) 

[TexPool Market Update.pdf](#) 

8.3. Consider Approval of Budget Amendments Requiring Approval Under Board Policy CD (Local)

[Consent Agenda - Budget Amendment.pdf](#) 

[Budget Reconciliation.pdf](#) 

[Budget Transfers.pdf](#) 

[Budget Revisions.pdf](#) 

- 8.4. Consider Approval of Solicitation Requiring Approval Under Board Policy CH (Local): RFP 31-06 Groceries and Related Items

[A&I 31-06 Groceries FINAL.pdf](#) 

- 8.5. Consider Approval of Solicitation Requiring Approval Under Board Policy CH (Local): RFP 31-08 Custodial Equipment, Supplies, and Services

[AI 31-08 Custodial - FINAL.pdf](#) 

- 8.6. Consider Approval of Solicitation Requiring Approval Under Board Policy CH (Local): RFP 31-09 Administrative Contracted Services

[A&I 31-09 Administrative Contracted Services](#)

[FINAL.pdf](#) 

- 8.7. Consider Approval of Purchase Requiring Approval Under Board Policy CH (Local): HVAC Maintenance and Repairs

[A&I Purchase Over 50k - Carrier FINAL.pdf](#) 

- 8.8. Consider Approval of Purchase Requiring Approval Under Board Policy CH (Local): Fencing at Guajardo Elementary, Hayley Elementary, and Simms Elementary


[Consent Agenda - Fencing at Guajardo, Simms,](#)

[Hayley.pdf](#) 


[Foster Fence Quote 6-1-2021.pdf](#) 

- 8.9. Consider Approval of Purchase Requiring Approval Under Board Policy CH (Local): Calvin Vincent Early Childhood Center Gym Floor

[Consent Agenda - Calvin Vincent Early Childhood Center Gym Renovation.pdf](#) 

[Calvin Vincent Early Learning Center Renovations - Lump Sum Proposal DivisionOne.pdf](#) 


- 8.10. Consider Approval of Change Order Requiring Approval Under Board Policy CH (Local): Competition Football Field and Practice Football Field at La Marque Middle School

[Consent Agenda - Change Order for Athletic Field Contractor.pdf](#) 

[Hellas - La Marque MS 5.13.2021.pdf](#) 

[Fielders Choice Proposal La Marque MS.pdf](#) 

- 8.11. Consider Approval of Purchase Requiring Approval Under Board Policy CH (Local): Auctioneer Services

[Consent Agenda - Auction of Surplus and Salvage Goods.pdf](#) 

[Texas-National Auctioneers Contract.pdf](#) 

- 8.12. Consider Approval of Purchase Requiring Approval Under Board Policy CH (Local): Long Range Facility Planning Consultant

[Consent Agenda - Long-Range Facilities](#)

[Consultant.pdf](#) 

- 8.13. Consider Approval of Donations Requiring Approval Under Board Policy CDC (Local): Foundation for the Future

[Consent Agenda - Foundation Donation.pdf](#) 

- 8.14. Consider for Approval the Renewal of the Interlocal Agreement with Region 11/Discovery Education Streaming for the 2021-2022 School Year

[Discovery Education Streaming Contract.pdf](#) 

- 8.15. Consider Approve the Contract Between PowerSchool Naviance and Texas City ISD

[Naviance Board Back UP.pdf](#) 

- 8.16. Consider Approval of TASB Pay Systems Review Recommendations, Stipend Study, and 2021-2022 Compensation Plan for Texas City ISD

Item 8.16 was pulled and held to be voted on separately.

A motion was made to approve the 2021-2022 TCISD Compensation Plan and salary recommendations contained within the pay system review as presented.

Moved by: Dickey Campbell

Seconded by: Melba Anderson

The motion carried 7/0.

9. Future Business

- 9.1. Consider Approval of the May 2021 Head Start Director's Report

[A & I Head Start Directors Report.pdf](#) 

[Updated - Monthly report May 2021.pdf](#) 

Future Agenda Items

Future Meeting Dates

Tuesday, July 13 - Yearly Board Pictures 5:00 p.m.
Boardroom

Tuesday, July 13 - Regular Board Meeting 6:30 p.m.
Boardroom

10. Closed Meeting

Closed meeting will be held for the purposes authorized by the Texas Open Meetings Act, Texas Government Code Section 551.071-551.084 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:

A motion was made to convene into a closed meeting under Texas Government Code Sections 551.071 through 551.084. The Board of Trustees entered a closed session at 8:31 p.m.

Moved by: Dickey Campbell

Seconded by: Melba Anderson

The motion carried 7/0.

- 10.1. **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
- 10.2. **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
- 10.3. **551.073** For the purpose of discussing negotiated contracts for prospective gifts or donations
- 10.4. **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
- 10.5. **551.076** For the purpose of considering the deployment, specific occasions for, or implementation of, security personnel or devices
- 10.6. **551.082** For the purpose of considering discipline of a public school child, or complaint or charge against personnel
- 10.7. **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

10.8. **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

10.9. **551.084** Excluding witness for a hearing

11. Reconvene from Closed Meeting

Trustees reconvened at 9:07 p.m.

11.1. Closed meeting will be held for the purposes authorized by the Texas Open Meetings Act, Texas Government Code Section 551.071-551.087 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:

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: Bryan Thompson

Seconded by: Dickey Campbell

The motion carried 7/0.

- 12.2. Consider Board Approval of Renewal, Non-Renewals, and Terminations of Contracts for Professional Personnel and Related Actions
No motion was taken at this time.

13. Adjournment

- 13.1. Adjourn Meeting
Trustees took a motion to adjourn the meeting at 9:09 p.m.

Moved by: Dickey Campbell

Seconded by: Mable Pratt

The motion carried 7/0.

Adriana Lyle

Nakisha Paul