



Regular Meeting Minutes

Tuesday, March 9, 2021, at 6:30 p.m.

Simpson Education Support Center Board Room

1. Call to Order

The meeting was called to order at 6:30 p.m. The Board President announced that a quorum was present and that the meeting was duly called, and a notice of the meeting was posted for the time and manner required by law.

Present:

Nakisha Paul, President

Nelson Juarez, Vice President

Melba Anderson

Hal Biery

Dickey Campbell

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 (Attended by Zoon)

Carlos Aguirre, Maintenance

Clark Boese, Maintenance

Darion Brown, Maintenance

Nathaniel R. Boykins, Maintenance
Zack Cowey, Director of Finance
Sgt. D. Filmore, TCISD SLO
Andrew Freedman, SAMCO (Attended by Zoom)
Sara Furman, Asst. Principal of Guajardo Elem.
David Hodgins, TCISD Attorney
Richard Lopez, Safety
Adriana Lyle, Board Secretary
Mark McLiney (Attended by Zoom)
Daniel Mireles, Maintenance
Bobby Mills, Systems Administrator
Daniel Mireles, Maintenance
Amy Parker, TCISD
Don Pursley, Director of Facilities
Jesus Rivera, Maintenance
Danny Schaper, Maintenance Supervisor
Craig Straw, Director of Safety
Richard Quintero, Maintenance
Craig Straw, Director of Safety and Security
Leland Surovik, Director of Athletics
Melissa Tortorici, Director of Communication
Norman West, Maintenance
Christina White, Community
Fred White, Community
Mason White, TCISD Student
John VanDever, Director of Nutrition

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. Pledge & Invocation

Nelson Juarez, Board Member, led the pledges to the flags.

Mable Pratt, Board Member, gave the invocation.

4. Public Forum

There was no Public Forum at this time.

5. Special Recognition

5.1. Recognize District Champions

Dr. Melissa Duarte, Superintendent, recognized a team of 29 Maintenance workers who worked tirelessly to keep TCISD informed and up and running during our winter storm.

5.2. Board Recognition of TSPRA Award Winners

Dr. Melissa Duarte, Superintendent, recognized Melissa Tortorici, Director of Communication, and Clarissa Silva, Communication Specialist. Melissa and Clarissa brought home a combined 11 Gold and Silver Awards in calendar/planner, commemorative, flyer, holiday/greeting card, photography, poster, published print Advertisement, video documentary, video feature story, and writing at the Texas School Public Relation Association (TSPRA) conference. Each year TSPRA recognizes communicators in school districts for their work in print and electronic media categories. This year 1, 406 entries were received in 51 categories.

5.3. Board Recognition of TEPESA Assistant Principal Region Winner

Melissa Tortorici, Director of Communications, recognized Sara Furman, Asst. Principal of Guajardo Elem was nominated and selected as the Region IV Texas Elementary Principals and Supervisors Association Assistant Principal of the Year.

Sara will be competing against the other TEPESA region winners for the National honor. Nominees have to meet specific criteria to advance to the next level.

5.4. Board Recognition of Region Swimming Qualifier

Melissa Tortorici, Director of Communications, recognized Mason White, TCISD Senior. Mason won the District Championship in the 100-meter freestyle at the 2021 District Swim Meet at Friendswood High School on January 30. In addition, he placed 3rd in the 50-meter

freestyle. Because of his placement in those events, he will qualify to compete at the Region Swim Meet on February 7.

6. Action Items

- 6.1. Consideration and Approval of an Order Authorizing the Issuance by the Texas City Independent School District of its Unlimited Tax Refunding Bonds, Series 2021; Levying a Continuing Direct Annual Ad Valorem Tax for the Payment of the Bonds; Authorizing the Execution of Any Necessary Engagement Agreement with the District's Financial Advisors; Delegating the Authority to Certain Members of the Board of Trustees and District Staff to Execute Certain Documents Relating to the Sale of the Bonds; and Providing an Effective Date

Margaret Lee, Director of Finance, and Andrew Friedman and Mark McLiney, SAMCO, reviewed the District's potential bond refinancing. If approved, TCISD will move forward with an S&P rating call that is scheduled for later this month.

Melba Anderson, Board Member, made a motion that the Board of Trustees adopts an order by the Board of Trustees Authorizing the issuance of "Texas City Independent School District unlimited tax refunding bonds, series 2011" by delegated sale.

Moved By: Melba Anderson

Seconded By: Dickey Campbell

The motion carried 7/0.

- 6.2. Consider Approval of Polling Locations and Notice of General Election for the May 1, 2021, TCISD Trustee General Election
- Margaret Lee, Director of Finance, reviewed the notice for the Texas City ISD's General Election. Mrs. Lee gave polling locations, dates, and times for voting for the May 1, 2021 election to elect two members of the Board of Trustees for the following positions:

1. Position number 6
2. At-Large position

A motion was made that Trustees approve the Texas City Independent School District Notice of General Election for the

May 1, 221 General Election to elect two members of the Board of Trustees of Texas City Independent School District.

Moved By: Dickey Campbell

Seconded By: Bryan Thompson

The motion carried 7/0.

6.3. Consider Approval of Board Meeting Minutes Held on February 9, 2021

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

Moved By: Dickey Campbell

Seconded By: Bryan Thompson

The motion carried 7/0.

7. Information Items

7.1. Review of Presentation from the District's Energy Consultants, Cenergistic

Zack Cowey, Director of Finance, introduced Pam Chittenden, Energy Specialist, and Daniel Suddeth, Centergistic, to review the following:

- Program objectives
- Program success
- Environmental impact
- District's cost avoidance through the utilization of program
- District's energy consumption.

7.2. Review of Presentation from Nutrition Services Department

John VanDever, Director of Nutrition, discussed challenges and impact faced by the Nutrition Services Department throughout the COVID pandemic. Mr. VanDever gave measures the Department is taking to minimize the operating losses going forward.

7.3. Review Facilities / New Construction Report

Don Pursley, Director of Facilities, gave an update on construction at Guajardo Elementary, Hayley Elementary, and Simms Elementary.

7.4. Review of Board Member Continuing Education Training Hours for 2020-2021

Nakisha Paul, President, reported Board Member Continuing Education Training Hours for 2020-2021. All members met their required hours of services for the 2020-21 school year.

7.5. Review TCISD Staffing Guidelines for 2021-2022 and Budget Implications

Marcus Higgs, Asst. Superintendent of Human Resources presented for approval the 2021-22 Staffing Guidelines and Budget Implications. Administration is requesting to reduce staffing to help alleviate TCISD's current deficit budget facing the District for the 2021-22 school year. Administration estimates that by reducing staffing through attrition and strict enforcement of the new staffing guidelines, the district t can reduce its shortfall. By implementing this plan, we can also create room to provide staff with a salary increase for the coming year.

7.6. Review of GC Big Brothers Big Sisters

Dr. Terri Burchfield, Deputy Superintendent for Support Services, reviewed the Memorandum of Understanding between Gulf Coast Big Brothers & Big Sisters Inc. (GCBBS) and Texas City Independent School District. The attached MOU outlines the responsibilities of both parties. This organization provides mentoring to the youth of Galveston County. If approved, it would go into effect for the 2021-22 school year.

8. Consent Agenda

8.1. Consider Approval of Student to Industry Connections Course

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, and 8.14

Moved By: Dickey Campbell

Seconded By: Melba Anderson

The motion carried 7/0.

8.2. Consider Approval of Monthly Financial Reports

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

8.4. Consider Approval of Solicitation Requiring Approval Under Board Policy CH(Local): Testing and Balancing

8.5. Consider Approval of Contract Requiring Approval Under Board Policy CH(Local): Materials Testing

- 8.6. Consider Approval of Purchases Requiring Approval Under Board Policy CH(Local): HVAC Repairs/Replacement Due to Winter Storm Uri
- 8.7. Consider Approval of the Monthly Head Start Director's Report
- 8.8. Consider Approval of Texas City ISD Board Resolution
- 8.9. Consider Approval of Missed School Day Waiver for February 15 – 19, 2021
- 8.10. Consider Approval of Board Resolution Related to Premium Pay
- 8.11. Consider Approval of 2nd Reading Board Update 116
- 8.12. Consider Approval of SEP Donations
- 8.13. Consider Approval of TCISD Staffing Guidelines for 2021-2022
- 8.14. Consider Approval Granting the Superintendent of Schools Authority to Hire Professional Employees for the 2021-2022 School Year

9. Future Business

Future Agenda Items

- Update on Culturally Responsive Leadership Team
- State of the District

Future Meeting Dates

Tuesday, April 13 Regular Board Meeting, 6:30 p.m. Simpson 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 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 8:13 p.m.

Moved By: Bryan Thompson

Seconded By: Melba Anderson

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:
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 8:13 p.m.
- 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 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 legal advice regarding employment status, job performance, and related issues and actions regarding Executive Director of Security for TCISD
- 10.3. **551.072** For the purpose of discussing the purchase, exchange, lease, or value of real property
- 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 Approval of Recommendation of Executive Director of Curriculum and Instruction
 4. Consider employment status, job performance, and related issues and actions regarding Executive Director of Security for TCISD
- 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
- 10.11. **551.084** Excluding witness for a hearing

11. Reconvene from Closed Meeting

Trustees reconvened at 9:18 p.m.

12. Consider Action on Items Discussed in Closed Session

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

1. Consider Approval of Recommendation of Executive Director of Curriculum and Instruction as discussed in closed session.

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

Moved By: Bryan Thompson

Seconded By: Nelson Juarez

The motion carried 7/0.

Marcus Higgs, Asst. Superintendent of Human Resources asked for approval of Ann Anderson as the Executive Director of Curriculum and instructions discussed in close session.

Moved By: Dickey Campbell

Seconded By: Melba Anderson

The motion carried 7/0.

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

There was no motion at this time.

13. Adjournment

13.1. Adjourn Meeting

A motion was taken to adjourn the meeting at 9:20 p.m.

Moved By: Mable Pratt

Seconded By: Melba Anderson

The motion carried 7/0.

Adriana Lyle

Nakisha Paul