



## **Regular Meeting - March 8, 2022, Minutes**

Tuesday, March 8, 2022, at 6:30 p.m.

Simpson Education Support Center Board Room

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

#### **Present:**

Nakisha Paul

Melba Anderson

Hal Biery

Dickey Campbell

Mike Matranga

Nakisha Paul

Mable Pratt

Bryan Thompson

#### **Also Present:**

Dr. Melissa Duarte, Superintendent

Dr. Terri Burchfield, Deputy Superintendent of Support Services

Kami Hale, Asst. Superintendent of Curriculum & Instruction

Marcus Higgs, Asst. Superintendent of Human Resources

Margaret Lee, Asst. Superintendent of Business

Gina Covington, Director of Technology

Derik Fillmore, SLO

David Hodgins, Attorney

Lincoln, Hypolite, Principal of Texas City High School

Brooke Lakner, Director of Purchasing

Adriana Lyle, Board Secretary  
Mark Lyon, Director of Fine Arts  
Suvanna Lyon, Director of Choral/Choir  
Ricky Nicholson, Principal of La Marque High School  
Don Pursley, Director of Maintenance  
Clarissa Silva, Communications Specialist  
Craig Straw, Director of Safety and Security  
Leland Surovik, Director of Athletics  
Matthew Taylor, TCHS Head Choral Director  
Melissa Tortorici, Director of Communications

**Please see attached for additional attendees.**

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

Nakisha Paul, President, called the meeting to order at 6:31 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.

- 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. Opening Ceremony**

- 3.1. TMEA All-State/Region/Area Students  
Performing for the Board were the students that made all-state from La Marque and Texas City.
- 3.2. Pledge & Invocation  
Dickey Campbell, Board Member, led the pledges to the flags.  
Mike Matranga, Board Member, gave the Invocation.

## **4. Recognitions**

- 4.1. Board Recognition of Early College High School Grant

Texas City ISD is one of six districts statewide to be accepted to receive the 2022-2024 Early College High Schools Planning and Implementation Grant.

The Early College High Schools (ECHS) model targets students in grades 9 through 12 who are at risk of dropping out of school or who might not otherwise go to college.

Participating in the grant are:

Ann Anderson

Dr. Melissa Duarte

Kami Hale

Lincoln Hypolite

Ricky Nicholson

Kyle Taylor

Melissa Tortorici

[A I Sheet March 2022 - ECHS.pdf](#) 

4.2. Board Recognition of George Bentinck

Melissa Tortorici, Communications Director, introduced hereo George Bentinck. He is a Woodrow Wilson counselor who, on February 9, performed the Heimlich Maneuver on a student who was choking when food lodged in her throat. Thanks to his quick actions, he saved a life at school.

[A I Sheet March 2022 - Bentinck.pdf](#) 

4.3. Board Recognition of Texas City High School Yearbook

Melissa Tortorici, Communications Director, congratulated the 2021 Stingaree Yearbook Staff for receiving an Award of Distinguished Achievement from the Interscholastic League Press Conference/UII. This is the top in which three categories from yearbooks that can be received from UII. Senior Arely Reyes and Junior Julia Alaniz were both part of the 2021 staff and are currently the editor and assistant editor of the 2022 yearbook. The yearbook advisor is Jennifer Kunard.

[A I Sheet March 2022 - TCHS Yearbook.pdf](#) 

#### 4.4. Board Recognition of TSPRA Award Winners

Melissa Tortorici, Communications Director, introduced the Texas School Public Relation Association (TSPRA) award, winners. TSPRA recognizes communicators in school districts for their work in print and electronic media categories.

The Texas City ISD Communications team of Melissa Tortorici, Director, and Clarissa Silva, Specialist, brought home a combined 15 Gold and Silver Awards in the flyer, calendar/planner, invitation/announcement, greeting card, handbook/manual, print magazine, image, and identity package, published news feature, photography, published spring advertisement, video feature and story and social media campaign.

Texas City ISD won five Best Category awards entries in Texas.

[A I Sheet March 2022 - TSPRA Awards.pdf](#) 

### 5. Public Forum

The following people spoke during Public Forum:

1. Michael Howell spoke regarding the 2018 Bond.
2. Gerry Monroe spoke regarding the 2018 Bond.
3. Angela Tello spoke regarding the Stingarette Drill Team.
4. Jennifer Herm spoke regarding the Stingarette Drill Team.
5. Roger Salazar spoke regarding unethical School Board behavior.
6. Re'chard Loftis spoke regarding the 2018 Bond and future bonds.

### 6. Action Items

- 6.1. Consider Approval of Board Meeting Minutes Held on February 8, 2022

[2022 Minutes February 8. pdf](#) 

A motion was made to accept the minutes presented for February 8, 2022.

*Moved by:* Dickey Campbell

*Seconded by:* Mike Matranga

**The motion carried 7/0.**

- 6.2. Consider Approval of Certification of Unopposed Candidates for the May 7, 2022, TCISD Trustee General Election for District 1 and District 2

[Action - Certification of Unopposed Candidates.pdf](#) 

[Certification of Unopposed Candidates.pdf](#) 

Margaret Lee, Assistant Superintendent of Business, presented the Certification of Unopposed Candidates for the May 7, 2022, Election for District 1 and District 2 Trustee Positions.

The sole candidate for District 1 Trustee is Melba Anderson

The sole candidate for District 2 Trustee is Mable Pratt

A motion was made to approve the Certification of Unopposed Candidate for both District 1 and District 2 Trustee positions of Texas City ISD.

*Moved by:* Mike Matranga

*Seconded by:* Dickey Campbell

**The motion carried 7/0.**

- 6.3. Consider Approval of Order of Cancellation of the May 7, 2022, TCISD Trustee Election for District 1 and District 2

[Action - Order of Cancellation.pdf](#) 

[Order of Cancellation District 1 and 2. pdf](#) 

Margaret Lee, Assistant Superintendent of Business, presented the Order of Cancellation for the May 7, 2022, Election. Since both positions have only one candidate, the election for those two positions can be canceled. The candidate for the two positions are elected as follows:

The sole candidate for District 1 Trustee is Melba Anderson.

The sole candidate for District 2 Trustee is Mable Pratt.

A motion was made to approve the Order of Cancellation for District 1 and District 2 Trustee positions of Texas City ISD, naming Melba Anderson, District 1 Trustee, and Mabel Pratt, District 2 Trustee.

*Moved by:* Mike Matranga

*Seconded by:* Dickey Campbell

**The motion carried 7/0.**

- 6.4. Consider Approval of Polling Locations and Notice of General Election for the May 7, 2022, TCISD Trustee General Election

[Action - Notice of Election.pdf](#) 

[Notice of Election Part 1. pdf](#) 

[Notice of Election Part 2 \(Exhibit A\).pdf](#) 

Margaret Lee, Assistant Superintendent of Business, presented the Notice of Election for the Texas City Independent School District. The notice is provided in English and Spanish with the dates, times, and polling place for May 7, 2022, General Election to elect one member of the Board of Trustees of the Texas City Independent School District for Trustee Position Number (4).

A motion was made to approve the Texas City Independent School District Notice of General Election for May 7, 2022, General Election to elect Trustee Position Four (4) of Texas City Independent School District, and the dates, times, and Polling places for the election.

*Moved by:* Mike Matranga

*Seconded by:* Dickey Campbell

**The motion carried 7/0.**

- 6.5. Consider Approval of Adjustment to the 2021-2022 School Year Calendar

[Calendar adjustment for staff development.pdf](#) 

Dr. Terri Burchfield, Deputy Superintendent for Support Services, asked Trustees to consider approval of Adjustments to the 2021-2022 School Year Calendar. In September 2021, the Board of Trustees approved a Staff Development Minutes Waiver which allowed the district to train staff on various educational strategies designed to improve student performance in place of student instruction during the school

year. This waiver provides a maximum of 2,100 total waiver minutes for the district's professional development that provides operational and instructional minutes.

The district would like to utilize this waiver and provide staff development on Friday, March 25, 2022, and May 16, 2022.

A motion was made to approve the adjustment to the 2021-2022 school year calendar as presented.

*Moved by:* Bryan Thompson

*Seconded by:* Mable Pratt

**The motion carried 7/0.**

## **7. Information Items**

- 7.1. Review of Board Member Continuing Education Training Hours for 2021- 2022

The Board President read aloud the total of each of the Trustees' completed hours.

[Continuing Education Hours 2.xlsx.pdf](#) 

- 7.2. Review Conferences Attended by School Board Members

1. Visioning Conference

2. Governance Camp

Each Trustee took a turn and spoke about something that they felt stood out during one of the two conferences that they recently attended.

- Visioning Conference
- Governance Camp

- 7.3. Review TCISD Staffing Guidelines for 2022-2023 and Budget Implications

Margaret Lee, Assistant Superintendent of Business, reviewed the budget overview and the impact of staffing guidelines. Ms. Lee explained that as they begin the budget process, they will be looking for a budget deficit of \$1,013,825 that Administrators will need to overcome before considering salary increase for staff.

[Budget Implications.pdf](#) 

## 8. Consent Agenda

A motion was made to approve Items 8.1, 8.2, 8.3, 8.4, 8.5, 8.6, and 8.7.

*Moved by:* Melba Anderson

*Seconded by:* Hal Biery

**The motion carried 7/0.**

### 8.1. Consider Approval of Monthly Financial Reports

[Consent - Financial Reports.pdf](#) 

[Expenditure Dashboard Report.pdf](#) 

[Operating Statement - 1XX.pdf](#) 

[Operating Statement - Nutrition Services.pdf](#) 

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

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

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

[Giles as of 02.28.2022.pdf](#) 

[Guajardo as of 02.28.2022.pdf](#) 

[Hayley - as of 02.28.22.pdf](#) 

[Simms as of 02.28.2022.pdf](#) 

[January 2022 Tax Collections Rpt..pdf](#) 

[Overpayment Refund Request Memo FEB. 2022.pdf](#) 

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

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

[Texas City ISD January 2022 Monthly Report signed.pdf](#) 



[TexPool Market Update February 2022.pdf](#) 

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

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

[Amendment Reconciliation.pdf](#) 

[Budget Transfers.pdf](#) 

[Budget Revisions.pdf](#) 

- 8.3. Consider Approval of Purchase Requiring Approval Under Board Policy CH(Local): TCHS Outdoor Security Camera Project

[Consent Agenda - TCHS Outdoor Camera Project.pdf](#) 

[DSCQ12595 - TCHS Parking Lot & Outdoor Camera Upgrade](#)

[Updated R2.pdf](#) 

- 8.4. Consider Approval of Purchase Requiring Approval Under Board Policy CH(Local): Air Purifiers

[Consent Agenda - Air Purifiers.pdf](#) 

- 8.5. Consider Approval of Purchase Requiring Approval Under Board Policy CH(Local): Activity Buses

[Consent Agenda - Activity Buses.pdf](#) 

[Activity Bus Quote.pdf](#) 

- 8.6. Consider Approval of Calvin Vincent Head Start 2020-2021 Annual Report

[CVHS 2020-2021 Annual Report A&I Sheet.docx](#) 

[CVHS Annual Report for 2020-2021.pdf](#) 

- 8.7. Consider Approval of the February 2022 Director's Report for Calvin Vincent Head Start Program

[A&I - Head Start Director's Report FEBRUARY 2022. docx](#) 

[CVHS Head Start Director's Report - February 2022. docx](#) 

## 9. Future Business

### Future Agenda Items

#### Future Meeting Dates

March 14-18 Spring Break

March 22 Campus Treat Delivery

March 26 TCISD Job Fair 9:00 a.m.

April 9 Special Olympics Track Meet

April 12 Regular Board Meeting Simpson 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 551.071-551.084 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 7:50 p.m.

*Moved by:* Melba Anderson

*Seconded by:* Bryan Thompson

**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
  6. Consider legal advice regarding Amendment to Superintendent Contract and related actions
- 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 nonprofessional personnel
  2. Consider renewals, non-renewals, and terminations of contracts for professional and nonprofessional personnel
  3. Consider Amendment to Superintendent Contract and related actions
- 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 8:40 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 made a recommendation to approve professional personnel recommendations and related actions, as discussed in the closed session.

*Moved by:* Dickey Campbell

*Seconded by:* Bryan Thompson

**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.
- 12.3. Consider Approval of Amendment to Superintendent Contract and Related Actions  
A motion was made to extend the Superintendents contract by one year.

*Moved by:* Dickey Campbell  
*Seconded by:* Melba Anderson

**The motion carried 7/0,**

**13. Adjournment**

A motion was made to adjourn the meeting at 8:41 p.m.

*Moved by:* Bryan Thompson  
*Seconded by:* Mike Matranga

**The motion carried 7/0.**

13.1. Adjourn Meeting

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Adriana Lyle

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Nakisha Paul