

August 9, 2023

The Board of Trustees of Willis ISD met in regular business session on August 9, 2023 at the Sharon Hill Jennette Administration Building in the Willis ISD Boardroom, 612 N. Campbell Street, Willis, Texas.

### **CALL MEETING TO ORDER**

President Kyle Hoegemeyer called the Regular Business Meeting to order at 5:30 p.m. and announced that a quorum was present and that notice of the meeting had been posted for the time and manner required by law.

Members Present: Kyle Hoegemeyer, presiding, Cliff Williams, Scott Carson, Charles Perry, Sr., Paulett Traylor, Nikita Lagway, Chad Jones.

Members Absent: None.

### **PUBLIC COMMENTS:**

Diane Hivnor spoke on allocation of monies regarding several concerns of the agenda items requesting and allocating money before a budget is approved.

Charles Jackson spoke on a high school student bowling club in need of a Willis High School sponsor for this club.

Robert Holden spoke on education requesting that those who order books choose topics that do not hurt our students.

Sunday Shibley spoke on COVID.

### **DISCUSSION AND POSSIBLE ACTION ITEMS**

Assistant Superintendent of Business & Finance, Garrett Matej, presented information regarding the possible adoption of a Resolution to Approve a Contingency Fee Engagement Letter with Leon Alcala, PLLC to Serve as Bond Counsel. To prepare for discussions of growth, bond counsel would be beneficial in these discussions.

Motion by Chad Jones and seconded by Scott Carson that the Board of Trustees adopt the Resolution to Approve the Engagement of Bond Counsel, as presented. Motion carried unanimously.

### **CLOSED SESSION**

The Board entered into closed session at 5:46 p.m. for the purpose of considering matters for which closed sessions are authorized by Title 5, Chapter 551, Texas Government Code Sections (.071 - .129): 551.074

- A. Discuss Teacher Resignations and Employee Appointments. Tex. Gov't Code 551.074.
- B. Trustees may convene in closed session to (1) discuss the value of and legal issues and options related to the possible sale, lease, or other disposition and use of real property; and (2) receive legal advice the regarding the City's request for the conveyance of a Buffer Zone Easement consisting of 2.7078 acres out of that certain tract or parcel of land containing 56.537 acres conveyed and recorded under Clerk's File No. 2009-075919 of the Official Public Records of Montgomery County, Texas, which 2.7078 acres is out of and part of the F.K. Henderson Survey, Abstract Number 248, Montgomery County, Texas. Texas Government Code §§551.071, 551.072, and 551.129.

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C. Pursuant to Tex. Gov't Code 551.071 and 551.129, Attorney Consultation Regarding Legal Issues Related to Potential Bond Election

## **OPEN SESSION**

The Board reconvened into Open Session at 7:22 p.m.

There were no motions from closed session.

**PLEDGE OF ALLEGIANCE AND INVOCATION** –Willis ISD Assistant Superintendent of Human Resources and Operations, Robert Whitman, led the pledges and the prayer.

## **ANNOUNCEMENTS/PROCLAMATIONS/RESOLUTIONS/RECOGNITIONS**

Director of Communications, Jamie Fails, introduced Executive Director of Elementary Education, Patricia Lynn, introduced Jennifer Ivy and Darren Grissom from Solution Tree. Ms. Ivy shared that Roark Early Education Center has been named as a Model PLC (Professional Learning Communities) school and congratulated Principal Calandra Lewis and her team for the success at Roark.

## **STANDING INFORMATION AND AD HOC REPORTS & ITEMS**

Community Involvement Liaison, Michelle Bischof, presented an update on the Willis ISD Education Foundation. Ms. Bischof and two Education Foundation Board Members presented a check in the amount of \$129,600.00 to the Board that represents funds given to Willis ISD teachers through grants and Willis ISD students through scholarships for the 2022-23 school year. All the Education Foundation fundraising efforts go back to schools and students.

Executive Director of Student Services Brad Mansfield presented information and changes regarding the Willis ISD 2023-2024 Student Handbook. Summary of primary changes:

- Added more specific procedures for anti-bullying education. (page 31)
- Changed the criteria for grades eligible for a waiver from UIL to state 60-69. Previously, it stated below 70. (page 57)
- Updated information related to mental health support. (page 71)
- Updated the guidelines for retention HB 3803. (page 84)

Student handbook does not require action from the Board. There were no questions.

The 2022-2023 MAP Assessment Reports was presented by Assistant Superintendent of Innovation, Teacher and Learning, Sara Goolsby.

Board Secretary Chad Jones asked what we are going to do at secondary level to roll out the scheduling of seven periods.

Assistant Superintendent Sara Goolsby responded that block scheduling was put in place because of COVID. The seven-period day will make things more flexible.

Board Member Scott Carson asked if this included special education students.

Ms. Goolsby responded that yes it would include special education students.

Board President Kyle Hoegemeyer stated that he appreciated this approach and what the Innovation, Teaching and Learning Department (IT&L) and teachers are doing to produce improvement.

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Interim Superintendent Crowe asked if there were any questions regarding the Safety Performance Report for July 2023. There were no questions.

There were no questions concerning the financial reports and bill payment report.

Mr. Crowe asked if there were any questions regarding the Bond Summary Reports. There were no questions.

## **CONSENT AGENDA**

### **A. Approval of Minutes**

Motion by Cliff Williams and seconded by Paulet Traylor to accept the Interim Superintendent's recommendation to approve the Consent Agenda items as presented. Motion carried unanimously.

## **DISCUSSION AND POSSIBLE ACTION ITEMS**

Assistant Superintendent Goolsby discussed the need for Professional Development provided by Solution Tree in excess of \$50,000 for Lynn Lucas Middle School. Solution Tree State Executive Director, Darren Grissom discussed the scope and service work of this program with details of what the service agreement would look like for one year. Interim Superintendent Crowe recommended this purchase with a cost of \$260,419.00 for one year.

This item was tabled.

Executive Director of Elementary Education, Patricia Lynn, discussed products and services provided by NWEA. Interim Superintendent Crowe recommended this purchase with a cost of \$105,420.75.

Motion by Scott Carson and seconded by Paulett Traylor that the Board accept the Interim Superintendent's recommendation to approve the expenditures in relation to products and services provided by NWEA in excess of \$50,000.00. Motion carried unanimously.

Executive Director Lynn discussed products and services provided by Edmentum. Interim Superintendent Crowe recommended this purchase with a cost of \$99,200.00 funded thru federal funds---ESSER funds.

Motion by Paulett Traylor and seconded by Charles Perry to accept the Interim Superintendent's recommendation to approve the expenditures in relation to products and services provided by Edmentum in excess of \$50,000. Motion carried unanimously.

Executive Director of Secondary Education, John Vaglienty, discussed products and services provided by Elevate K-12. Mr. Vaglienty congratulated WHS Principal Eric King and his high school team --we had sixty-four classes that Elevate supported last year and currently we will only need six classes this year. Interim Superintendent Tom Crowe recommended this purchase with a maximum cost of \$85,200.00.

Board Member Carson asked if the cost was less than last year.

Executive Director Vaglienty responded yes, the cost is less than last year.

Board Secretary, Chad Jones, asked if the kinks were worked out from last year.

Assistant Superintendent Goolsby responded that yes, the kinks have been worked out.

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Board Vice President Paulett Taylor asked when services would be available.

Assistant Superintendent Goolsby responded that services should be available five to seven days for first online instruction.

Motion by Scott Carson and seconded by Paulett Traylor to accept the Interim Superintendent's recommendation to approve the expenditures in relation to products and services provided by Elevate K-12 in excess of \$50,000. Motion carried unanimously.

Director of Child Nutrition, Michael Northey, discussed the change in student and adult meal prices for 2023-2024.

<b>Adult Prices</b>		
	<b>22/23</b>	<b>23/24</b>
Breakfast	\$3.00	\$3.25
Lunch	\$4.25	\$4.25
<b>Student Prices</b>		
	<b>22/23</b>	<b>23/24</b>
Breakfast	Free	Free
Elementary Lunch	\$2.75	\$2.85
Secondary Lunch	\$3.25	\$3.35
Reduced-Price Lunch (All Grade Levels)	\$0.40	\$0.40

Motion by Scott Carson and seconded by Nikita Lagway that the Board accept the Interim Superintendent's recommendation and approve increasing student meal prices to \$2.85 for elementary lunch and \$3.35 for secondary lunch. Additionally, also approving the increase of adult meal prices to \$3.25 for breakfast and \$4.25 for lunch. Motion carried unanimously.

Executive Director of Support Services and Construction, Paul Dusebout, discussed the upgrade of the Fire Alarm System Wiring at Lynn Lucas Middle School. This project should resolve the problem of numerous false fire alarms. Interim Superintendent Crowe recommended this project with a cost of \$66,539.00.

Interim Superintendent Tom Crowe asked if there will be working fire alarms while the project was in progress.

Executive Director Dusebout responded yes, the fire alarms will be in working order during this project.

Motion by Scott Carson and seconded by Chad Jones that the Board accept the Interim Superintendent's recommendation to approve the expenditure for the Fire Alarm Wiring Upgrade at Lynn Lucas Middle School at a cost of \$66,539.00 from General Fund. Motion carried unanimously.

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Executive Director of Student Services, Brad Mansfield, discussed that the Willis ISD Board policies FO(Legal) and FO(Local) require that the Board of Trustees adopt a Student Code of Conduct and approve any revisions to that code. Summary of major changes:

- Possession of THC (felony) is no longer a mandatory expulsion to JJAEP. (page 19)
- Possession of an e-cigarette is a mandatory placement in DAEP, like marijuana and alcohol (page 20)

Interim Superintendent Crowe asked if there would be cameras in the bathrooms.

Executive Director Mansfield responded no, not in the bathrooms; security cameras are in the hallways.

Board Member Scott Carson asked if it is a one size fits all punishment or is there discretion.

Executive Director Mansfield responded no one size fits all punishment, it depends on the student and the offense.

Board Member Cliff Williams recognized Executive Director of Athletics and Fine Arts, Jason Glenn, for his presentation of vaping restrictions that he shared with parents at the Athletics Parent Meeting.

Motion by Chad Jones and seconded by Charles Perry to accept the Interim Superintendent's recommendation to approve the 2023-2024 Willis ISD Student Code of Conduct as presented. Motion carried unanimously.

Executive Director Mansfield discussed the Memorandum of Understanding between Willis ISD and the Montgomery County Juvenile Justice Alternative Education Program (JJAEP) for the 2023-2024 school year.

Motion by Scott Carson and seconded by Nikita Lagway that the Board accept the Interim Superintendent's recommendation to approve the 2023-2024 Memorandum of Understanding with the Montgomery County Juvenile Board for the Juvenile Justice Alternative Education Program. Motion carried unanimously.

Executive Director Mansfield discussed the Adoption of the Resolution for Extracurricular Status of 4-H Organization and the Adjunct Faculty Request from Montgomery County 4-H.

Motion by Paulett Traylor and seconded by Chad Jones to accept the Interim Superintendent's recommendation and adopt the Resolution for Extracurricular Status of 4-H Organization and approve the Adjunct Faculty Request. Motion carried unanimously.

Assistant Superintendent of Business & Finance, Garrett Matej, reviewed the proposed final Child Nutrition Fund budget amendments for the 2022-2023 budget year.

Motion by Cliff Williams and seconded by Scott Carson to accept the Interim Superintendent's recommendation to amend the 2022-2023 Child Nutrition Fund Budget as presented. Motion carried unanimously.

Assistant Superintendent Matej reviewed the proposed final General Fund budget amendments for the 2022-2023 budget year.

Board Member Carson asked if the state enforces this.

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Assistant Superintendent Matej responded yes that state does enforce this.

Motion by Scott Carson and seconded by Paulett Traylor to accept the Interim Superintendent's recommendation accept the Superintendent's recommendation to amend the 2022-2023 General Fund Budget. Motion carried unanimously.

Assistant Superintendent Matej discussed the final Debt Service Fund Budget Amendment for 2022-2023 to be amended to reflect the following increase to function 71:

**Debt Service (511)**

Beginning Budget	\$20,847,276
<b>71 Debt Service (Increase)</b>	<b>\$ 10,000</b>
Amended Budget	\$20,857,276

Motion by Cliff Williams and seconded by Paulett Traylor to accept the Interim Superintendent's recommendation to amend the 2022-2023 Debt Service Budget as presented. Motion carried unanimously.

Assistant Superintendent Garrett Matej discussed the 2023-2024 Salary Scales, Pay Ranges and Stipends. There will be no increase in pay for staff as discussed in board workshops. However, all non-exempt, support and hourly schedules were reviewed and adjustments were made in order to stay competitive with surrounding and like size districts. The stipend lists were also reviewed and the appropriate updates were made.

Motion by Chad Jones and seconded by Scott Carson to accept the Interim Superintendent's recommendation and approve the new 2023-2024 Salary Scales, Pay Grades and Stipends. Motion carried unanimously.

Interim Superintendent Tom Crowe shared that Assistant Superintendents, Robert Whitman and Garrett Matej, put in a lot of time to make this happen; these adjustments will affect 397 employees and are some of the hardest areas to fill positions. All those present clapped in appreciation.

Assistant Superintendent Matej discussed the Agreement for the Purchase of Attendance Credit (Option 3 Agreement) and to delegate contractual authority to the Superintendent. Last time WISD was in recapture positon was 2018-2019. Due to currently legislation, the District does not believe that it will be subject to recapture regulations for the 2023-2024 school year. Due to the notification by TEA, the District must select and approve a designated recapture option.

Motion by Scott Carson and seconded by Paulett Traylor to accept the Interim Superintendent's, for the 2023–2024 school year, to delegate contractual authority to obligate the school district under Texas Education Code (TEC) §11.1511(c)(4) to the superintendent, solely for the purpose of obligating the district under TEC, §48.257 and TEC, Chapter 49, Subchapters A and D, and the rules adopted by the commissioner of education as authorized under TEC, 49.006. This includes approval of the Agreement for the Purchase of Attendance Credit or the Agreement for the Purchase of Attendance Credit (Netting Chapter 48 Funding). Motion carried unanimously.

Assistant Superintendent Matej discussed a Resolution Establishing a One-Time Retention Incentive Payment for District Personnel in December 2023.

Motion by Cliff Williams and seconded by Paulett Traylor to accept the Interim Superintendent's recommendation to approve the proposed resolution establishing a one-time payment from ESSER funds for district personnel who meet the established guidelines noted in the resolution. Motion carried unanimously.

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Board President Kyle Hoegemeyer shared the message to teachers and staff that the Board is doing their best to get employees what they can.

Assistant Superintendent Matej discussed the expenditure for one-time additional compensation for School Resource Officers.

Motion by Scott Carson and seconded by Charles Perry to accept the Interim Superintendent's recommendation to approve the one-time expenditure of \$22,500 for additional compensation for School Resource Officers. Motion carried unanimously.

#### **BOARD MEMBER COMMENTS**

Board President Hoegemeyer expressed appreciation to all present for being at the meeting tonight.

#### **FUTURE BUSINESS MEETINGS**

There will be a Public Meeting concerning the proposed 2023-2024 Budget and 2023-2024 Tax Rate and a Special Meeting on Thursday, August 17, 2023, at 8:30 a.m.

The regular September Board Meeting will be held on Wednesday, September 20, 2023, at 5:30 p.m. This is one week later due to Homecoming week activities.

#### **ADJOURNMENT OF REGULAR MEETING**

Motion by Cliff Williams and seconded by Scott Carson to adjourn. Motion carried unanimously.

The meeting adjourned at 8:55 p.m.