

February 8, 2023

The Board of Trustees of Willis ISD met in regular business session on February 8, 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 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, Paulett Traylor, Chad Jones, Cliff Williams, Scott Carson, Nikita Lagway.

Members Absent: None.

PUBLIC COMMENTS

Diane Hivnor spoke on Rosa Parks; comparing the seating arrangements at the Willis ISD board meetings to the seating arrangement of Rosa Parks at the back of the bus. Ms. Hivnor shared concern for discrimination to the citizens attending the meeting due to reserved seating for district administrators and staff.

Sunday Shibley spoke on books requesting that books regarding sexual acts and vulgar language be removed from Willis ISD libraries and classrooms.

Robert Holden spoke on racism related to the book All Boys Aren't Blue and stressed the removal of this book from Willis ISD libraries.

CLOSED SESSION

The Board entered into closed session at 5:41 p.m. for the purpose of considering matters for which closed sessions are authorized by Title 5, Chapter 551, Texas Government Code Sections (.071 - .084): 551.074

- A. Discuss Teacher Resignations and Consider Approval of Teacher Appointments. Tex. Gov't Code 551.074.
- B. Discuss, Consider and Possibly Take Action Regarding the Contract Abandonment of a Teacher at C.C. Hardy Elementary School
- C. Discuss, Consider and Possibly Take Action Regarding the Contract Abandonment of a Teacher at C.C. Hardy Elementary School
- D. Discuss, Consider and Possibly Take Action Regarding the Contract Abandonment of a Teacher at Brabham Middle School

OPEN SESSION

The Board reconvened into Open Session at 6:36 p.m.

Motion by Cliff Williams and seconded by Paulett Traylor to accept the Superintendent's recommendation on the professional personnel listed. Motion carried unanimously.

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Motion by Cliff Williams and seconded by Paulett Traylor, based on Texas Education Code 21.105, the Board finds that good cause did not exist for Leilani Castillo to abandon her probationary employment contract and authorize our Board President to file a written complaint to the State Board for Educator Certification. Motion carried unanimously.

Motion by Cliff Williams and seconded by Scott Carson that the Board finds that good cause did not exist for Stacy Smith to abandon her Non-Chapter 21 employment contract and authorize our Board President to file a written complaint to the State Board for Educator Certification, if appropriate. Motion carried unanimously.

Motion by Cliff Williams and seconded by Paulett Traylor based on Texas Education Code 21.105, the Board finds that good cause did not exist for Diana Lankford to abandon her probationary employment contract and authorize our Board President to file a written complaint to the State Board for Educator Certification. Motion carried unanimously.

INVOCATION AND PLEDGE OF ALLEGIANCE

Cannan Elementary School Principal, Dr. JoAnn Colson, introduced Cannan students who led the pledges to the flags and the invocation. Several Cannan Elementary students recited the Cannan Pledge.

ANNOUNCEMENTS/PROCLAMATIONS/RESOLUTIONS/RECOGNITIONS

Principal Colson introduced and honored Elementary Student of the Month, Taylor Boyd, a fifth grader at Cannan Elementary. Principal Colson shared that Taylor is having a great year starting each day with a smile.

Director of Communications, Jamie Fails, greeted the board members and welcomed Lucas Middle School Principal, Mr. Eric Burns, to the podium.

Principal Burns introduced and honored Secondary Student of the Month Veronica Sanchez, a seventh grader at Lucas Middle School. Mr. Burns read a letter from a Lucas Middle School teacher that expressed how every teacher hopes for a student like Veronica – someone who works hard to understand concepts taught in class, who helps others with patience and grace and who is full of joy.

Director of Fine Arts, Ken Labonski, introduced Willis ISD art students and honored them in celebration of their hard work. These students were top award winners in the Rodeo Art Competition sponsored by the Houston Livestock Show and Rodeo. Mr. Labonski recognized Administrative Assistant, Christy Strahan, for all her hard work with this event. He also extended a thank you to the board members for their support and the opportunity to recognize these students tonight.

Director of Guidance and Counseling, Kelly Locke, recognized the Willis ISD Counselors from each campus in honor of School Counselors Week and all their hard work. The Willis ISD Counselors honored Kelly Locke with a special gift and expressed that “we would not be us without you.”

The board took a short recess and resumed meeting at 7:03 p.m.

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STANDING INFORMATION AND AD HOC REPORTS & ITEMS

An update on safety and security measures in Willis ISD was presented by Lieutenant Leslee Zemlicka. Lieutenant Zemlicka reported that Cannan Elementary and Willis High School were audited on January 25, 2023. Cannan Elementary was found with one violation – one opened door due to cafeteria deliveries; Cannan Elementary has twenty six exterior doors. Willis High School was found with one violation – locked door opened by student to allow entry. Willis High School, including the Career and Technology Center, has eighty three exterior doors – all were secured and locked. Superintendent Harkrider shared the details regarding the violations with the Willis ISD Board of Trustees.

Superintendent, Dr. Tim Harkrider, reviewed the Safety Performance Report for January 2023; there were two accidents and one employee out on workers compensation.

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

Superintendent Harkrider reported the student enrollment on Monday, February 3, 2023 was 8,835; 254 student increase from this time last year.

There were no questions concerning the Bond Summary.

There were no questions regarding the tentative 2023-2024 Budget Calendars.

Roark Early Education Center Principal, Calandra Lewis, introduced the Roark Collaborative Team. The Roark Pre-K Team presented information regarding their collaborative process and thanked the Board for the opportunity to share their collaborative team process.

Superintendent Harkrider complimented the PreK Teachers for a wonderful job and for preparing Willis ISD pre-k student so well and efficiently for Kindergarten.

Hardy Elementary Principal, Susan Fossler, introduced the Hardy Collaborative Team. The Hardy Third Grade Team presented information regarding their collaborative process and shared student testimonials.

Superintendent Harkrider commended the Hardy Team for their commitment of working with kids and for working so well together.

CONSENT AGENDA

A. Board Minutes – January 11, 2023 Regular Board Meeting

B. Approval of TASB Local Board Policy Update 120 - add, revise, or delete the following (LOCAL) policies: CB (LOCAL): State and Federal Revenue Sources; CKC (LOCAL): Safety Program/Risk Management – Emergency Plans; FNG (LOCAL): Student Rights and Responsibilities – Student and Parent Complaints / Grievances; FO (LOCAL): Student Discipline

Motion by Cliff Williams and seconded by Chad Jones to approve the Consent Agenda items as presented. Motion carried unanimously.

Motion by Cliff Williams and seconded by Paulett Traylor to add, revise or delete (Local) policies as recommended by TASB Policy Service and according to the Instruction Sheet for TASB Localized Policy Manual Update 120. Motion carried unanimously.

DISCUSSION AND POSSIBLE ACTION ITEMS

Stantec Senior Associate, Planner Meredith Watassek, M.Ed., presented a power point regarding information Education Specification Framework, and TEA requirements. Superintendent, Dr. Tim Harkrider, recommends the Board of Trustees consider approval of the TEA Quantitative Compliance Methodology with a Flexibility Level of 2. Administration recognizes the desire to design and build environments that more closely align to the identifiers called in Flexibility Level 3. As such, the Education Specifications will be written to honor the desired instructional environments while maintaining a fiscally responsible minimum standard.

Motion by Scott Carson and seconded by Chad Jones that the Board of Trustees accepts the Superintendent's recommendation and approve the TEA Quantitative Compliance Methodology with a Flexibility Level of 2. Motion carried unanimously.

District Community Involvement Liaison, Michelle Bischof, shared information regarding a Memorandum of Understanding (MOU) with the Willis ISD Education Foundation. Dr. Harkrider recommended the agreement with this non-profit organization that will provide support for the students and staff of Willis ISD.

Motion by Paulett Traylor and seconded by Cliff Williams that the Board of Trustees accepts the Superintendent's recommendation and approve the Memorandum of Understanding with the Willis ISD Education Foundation. Motion carried unanimously.

Executive Director of Support Services and Construction, Paul Dusebout, shared that on November 16, 2020, the Board selected Stantec Architecture Inc. to be the Design Professional for the Lynn Lucas Middle School Fine Arts Addition Project. The Superintendent, with the assistance of the District's legal counsel, has negotiated a contract between Stantec Architecture, Inc. and Willis Independent School District, for your consideration and possible action.

Motion by Cliff Williams and seconded by Scott Carson that the Board of Trustees accepts the Superintendent's recommendation and approve the contract between Stantec Architecture Inc. and Willis Independent School District for the Lynn Lucas Middle School Fine Arts Addition Project. Motion carried unanimously.

Director Dusebout discussed the Construction Delivery Method Providing the Best Value for the Lynn Lucas Middle School Fine Arts Addition Project. Superintendent Harkrider recommended Competitive Sealed Proposals construction delivery method as the method providing the best value for the Lynn Lucas Middle School Fine Arts Addition Project.

Motion by Chad Jones and seconded by Scott Carson that the Board determine that Competitive Sealed Proposals is the construction delivery method providing the best value for the Lynn Lucas Middle School Fine Arts Addition Project. Motion carried unanimously.

Director Dusebout discussed the Prevailing Wage Schedule as determined by the U.S. Department of Labor in accordance with the Davis-Bacon Act, to be used by all contractors as the Prevailing Wage Schedule for all District Construction Projects.

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Motion by Paulett Traylor and seconded by Chad Jones that the Board adopt the Prevailing Wage Schedule as presented. Motion carried unanimously.

Director Dusebout discussed the damages at the High School due to recent bad weather and shared information regarding the work needed for the repairs of the Energy Recovery Ventilators and the three coils of the Air Handler Unit. Superintendent Harkrider shared that this is an insurance claim with a deductible of \$25,000 and recommended this project at a cost of \$102,992.00.

Motion by Scott Carson and seconded by Chad Jones that the Board accept the Superintendent's recommendation to expend \$102,992.00 from General Fund, for the repairs regarding the Energy Recovery Ventilators and the three Coils of the Air Handler Units at Willis High School. Motion carried unanimously.

Director Dusebout discussed the need to upgrade the Intercom System at C.C. Hardy Elementary School and shared that this project came in under original budget of \$160,000. Superintendent Harkrider recommended this project at a cost of \$140,438.00 from Bond Issue 2020 Funds.

Motion by Cliff Williams and seconded by Paulett Traylor that the Board accept the Superintendent's recommendation to expend \$140,438.00 from Bond 2020 Issue Funds, for the C.C. Hardy Elementary Intercom system. Motion carried unanimously.

Director Dusebout discussed the need to renovate the restrooms at A. R. Turner Elementary School and shared that this renovation came in less than the projected cost of \$1,950,000 with a savings of \$300,000. Superintendent Harkrider recommended this project at a cost of \$1,653,626.00 from Bond Issue 2020 Funds.

Motion by Scott Carson and seconded by Chad Jones that the Board accept the Superintendent's recommendation to expend \$1,653,626.00 from Bond 2020 Issue Funds, for the renovations of the restrooms at A. R. Turner Elementary. Motion carried unanimously.

Director Dusebout discussed the need to upgrade the Controls System at Cannan Elementary School and shared that this upgrade came in less than the projected cost of \$650,000 with a savings of \$125,000. Superintendent, Dr. Tim Harkrider, recommended this project at a cost of \$528,479.00 from Bond Issue 2020 Funds.

Motion by Chad Jones and seconded by Paulett Traylor that the Board accept the Superintendent's recommendation to expend \$528,479.00 from Bond 2020 Issue Funds, for the Controls System Upgrade at Cannan Elementary School. Motion carried unanimously.

Director Dusebout discussed the need to upgrade the Controls System at Meador Elementary School and shared that this upgrade came in less than the projected cost of \$650,000. Dr. Harkrider recommended this project at a cost of \$566,534.00 from Bond Issue 2020 Funds.

Motion by Scott Carson and seconded by Chad Jones that the Board accept the Superintendent's recommendation to expend \$566,534.00 from Bond 2020 Issue Funds, for the Controls System Upgrade at Meador Elementary School. Motion carried unanimously.

Assistant Superintendent of Business and Finance, Garrett Matej, discussed the need for General Fund Budget Amendments. Superintendent Harkrider recommended the following budget amendments for the 2022-2023 Budget Year.

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OBJECT	REVENUES	2022-2023 Budget AMOUNT	Amendment Requested	Amended Budget
57XX	REVENUE FROM LOCAL SOURCES	\$53,914,305	\$ 1,250,000	\$ 55,164,305
58XX	REVENUE FROM STATE PROGRAMS	\$24,293,455	\$ (1,100,000)	\$ 23,193,455
59XX	REVENUE FROM FEDERAL PROGRAMS	\$1,282,000	\$ -	\$ 1,282,000
5XXX	TOTAL REVENUES	\$79,489,760	\$150,000	\$79,639,760
FUNCTION	EXPENDITURES	2022-2023 Budget AMOUNT	Amendment Requested	Amended Budget
11	INSTRUCTION	\$ 45,869,744	\$ -	\$ 45,869,744
12	INSTRUCTIONAL RESOURCES	\$ 183,596	\$ -	\$ 183,596
13	CURRICULUM AND INSTRUCTION	\$ 1,494,214	\$ -	\$ 1,494,214
21	INSTRUCTIONAL DEVELOPMENT	\$ 334,877	\$ -	\$ 334,877
23	SCHOOL ADMINISTRATION	\$ 5,410,996	\$ -	\$ 5,410,996
31	GUIDANCE AND COUNSELING	\$ 2,947,380	\$ -	\$ 2,947,380
32	SOCIAL WORK SERVICES	\$ 238,175	\$ -	\$ 238,175
33	HEALTH SERVICES	\$ 892,725	\$ -	\$ 892,725
34	STUDENT (PUPIL) TRANSPORTATION	\$ 4,917,052	\$ -	\$ 4,917,052
36	COCURRICULAR / EXTRACURRICULAR	\$ 2,273,564	\$ -	\$ 2,273,564
41	GENERAL ADMINISTRATION	\$ 2,931,402	\$ -	\$ 2,931,402
51	MAINTENANCE AND OPERATIONS	\$ 9,858,635	\$ 150,000	\$ 10,008,635
52	SECURITY AND MONITORING	\$ 1,078,208	\$ -	\$ 1,078,208
53	DATA PROCESSING SERVICES	\$ 978,915	\$ -	\$ 978,915
71	OPERATING LEASES/FINANCING	\$ 150,000	\$ -	\$ 150,000
81	CAPITAL PROJECTS	\$ 2,500,000	\$ 750,000	\$ 3,250,000
95	JUVENILE JUSTICE ALT. ED PROG.	\$ 12,000	\$ -	\$ 12,000
99	INTERGOVERNMENTAL CHARGES	\$ 496,000	\$ -	\$ 496,000
6XXX	TOTAL EXPENDITURES	\$82,567,485	\$900,000	\$83,467,485

Motion by Cliff Williams and seconded by Scott Carson that the Board of Trustees accepts the Superintendent's recommendation to amend the 2022-2023 General Fund Budget as presented. Motion carried unanimously.

Assistant Superintendent Matej discussed the need for Child Nutrition Fund Budget Amendments. Superintendent Harkrider recommended the following budget amendments for the 2022-2023 Budget Year.

OBJECT	REVENUES	2022-2023 BUDGET AMOUNT	Amendment Requested	Amended Budget
57XX	REVENUE FROM LOCAL SOURCES	\$ 1,045,532	\$ 160,241	\$ 1,205,773
58XX	REVENUE FROM STATE PROGRAMS	\$ 45,000	\$ -	\$ 45,000
59XX	REVENUE FROM FEDERAL PROGRAMS	\$ 3,660,241	\$ 439,759	\$ 4,100,000
5XXX	TOTAL REVENUE	\$ 4,750,773	\$ 600,000	\$ 5,350,773

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FUNCTION	OBJECT	EXPENDITURES	AMOUNT	Requested	Budget
35	61XX	PAYROLL	\$ 2,459,998	\$ -	\$ 2,459,998
35	62XX	CONTRACTED SERVICES	\$ 46,004	\$ -	\$ 46,004
35	63XX	SUPPLIES AND MATERIALS	\$ 2,328,271	\$ 300,000	\$ 2,628,271
35	64XX	TRAVEL AND DUES	\$ 16,500	\$ -	\$ 16,500
35	66XX	CAPITAL OUTLAY	\$ 1,200,000	\$ 300,000	\$ 1,500,000
35	6XXX	TOTAL EXPENDITURES	\$ 6,050,773	\$ 600,000	\$ 6,650,773
Excess (Deficiency) or Revenue Over (Under) Expenditures			\$ (1,300,000)		\$ (1,300,000)

Motion by Scott Carson and seconded by Cliff Williams that the Board of Trustees accepts the Superintendent's recommendation to amend the 2022-2023 Child Nutrition Fund Budget as presented. Motion carried unanimously.

Assistant Superintendent Matej discussed the need of a Purchase over \$50,000 for Maintenance Vehicles to replace older vehicles. Superintendent Harkrider recommended the purchase of three 2023 Chevrolet 1500 Silverados at a total cost of \$126,000 from Buckalew Chevrolet under award of local RFP #21-10-07.

Motion by Chad Jones and seconded by Paulett Traylor to accept the Superintendent's recommendation to approve the purchase from Buckalew Chevrolet in the amount of \$126,000. Motion carried unanimously.

Executive Director of Technology, Stephen Shannon, discussed the need to install a Distributed Antenna System at Lucas Middle School, Brabham Middle School and Willis High School. Superintendent Harkrider shared that these systems are in place at Roark Early Education Center and Lagway Elementary and are working well. Dr. Harkrider recommended these installations at a final cost of \$ \$499,476.48 to be purchased from 2015 Bond Funds.

Motion by Chad Jones and seconded by Scott Carson to accept the Superintendent's recommendation to approve the purchase over \$50,000 from 2015 Bonds Funds. Motion carried unanimously.

Executive Director of Student Services, Brad Mansfield, discussed the proposed WISD 2023-2024 school calendar. Superintendent Harkrider recommended this calendar.

Motion by Scott Carson and seconded by Nikita Lagway to accept the Superintendent's recommendation to approve the 2023-2024 Willis ISD School Calendar. Motion carried unanimously.

Director Mansfield discussed a Staff Development Minutes Waiver for 2023-2024 School Year. Dr. Tim Harkrider recommended this waiver.

Motion by Scott Carson and seconded by Cliff Williams to accept the Superintendent's recommendation and approve the Staff Development Waiver for the 2023-2024 school year.. Motion carried unanimously.

BOARD MEMBER COMMENTS

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Dr. Harkrider introduced Eric King, the Interim Principal at Willis High School and shared that Mr. King is doing a great job and that his hard work is much appreciated.

Board President, Kyle Hoegemeyer, commended Executive Director of Athletics and Fine Arts, Jason Glenn, for a great college signing event for the fourteen Willis High School Senior Athletes. Mr. Hoegemeyer expressed his appreciation for what everyone at Willis ISD is doing for Willis kids. President Hoegemeyer also commended all those involved in Hope Academy Graduation that was held on February 2, 2023. He shared that it was an emotional and very gratifying event.

Board Member Chad Jones invited all to support the wrestling boys as they compete at regional level.

FUTURE MEETINGS

The regular March Board Meeting will be held on Wednesday, March 8, 2023 at 5:30 p.m.

ADJOURNMENT OF REGULAR MEETING

Motion by Cliff Williams and seconded by Chad Jones to adjourn. Motion carried unanimously.

The meeting adjourned at 8:17 p.m.