

**SCHOOL DISTRICT REGULAR BOARD MEETING
BOARD OF TRUSTEES
HUGHES SPRINGS INDEPENDENT SCHOOL DISTRICT**

June 8, 2020

6:00 P.M.

Van Hall, Presiding

Members Present

Billy Willis Van Hall
Robyn Shelton
Scott Nelson
Phillip Chapman

Members Absent

DeAnna Putman
Rick Nelson

School Personnel Present

Sarah Dildine, Superintendent

Guests

(See attached list)

1. OPENING ACTIVITIES

A. CALL to Order/Declaration of Quorum by President Van Hall

{Gov't Code 551.001 (6), 311.013 (b)}

B. INVOCATION given by Phillip Chapman; Pledge of Allegiance lead by Billy Willis

C. PUBLIC COMMENT

{HSISD Policy BED}

There was no public comment.

2. OATH ADMINISTRATION TO ELECTED BOARD MEMBERS

{HSISD Policy BBB}

Secretary to the Superintendent, Nita Clark, a notary public, administered the Statement of Election and the Oath of Office to two incumbent trustees, Billy Willis and Phillip Chapman, who were unopposed in the election scheduled to take place on May 2, 2020. Robert Johnson, unopposed candidate to replace retiring trustee Rick Nelson, and DeAnna Putman, unopposed candidate in a Special Election for the unexpired term vacated by Bill Lindsey on August 12, 2019, were not present and will be sworn into office in July.

3. ELECTION OF BOARD OF TRUSTEES OFFICERS FOR NEW SCHOOL YEAR *{HSISD Policy BDAA}*

On motion by Robyn Shelton, seconded by Phillip Chapman, it was moved to retain Van Hall as president and Billy Willis as vice-president. Motion carried on a 5 to 0 vote.

On motion by Phillip Chapman, seconded by Billy Willis, it was moved to nominate Robyn Shelton as Secretary to the Board. Motion carried on a 5 to 0 vote.

4. PRESENTATION(S):

{HSISD Policy BE}

A. Budget Workshop

Superintendent Sarah Dildine and Business Manager Jalyn Setser discussed the first draft prepared for the 2020-2021 budget. There is still work to be done before a proposed budget will be ready to present. Currently, an approximate budget seems to be around \$13.3 million.

B. TASB Salary Review Information and Recommendations

Mrs. Dildine and Ms. Setser explained the process used to determine the pay scales for each employee classification to bring the District's Salary Schedule more in line with the market

median. Until last's year House Bill 3 mandated certain pay increases, some district positions were considerably below the fair market amount. Even after a TASB Salary Review, HSISD still has some areas that are lower than the average. The recommended salary increases, which will include all employee classifications, will have targeted those below the market median.

5. **CONSENT AGENDA ITEMS**

{HSISD Policy BE}

Consent Agenda Items Considered:

A. CONSIDERATION to Approve Minutes of Meeting on May 11, 2020

{HSISD Policy BE}

B. CONSIDERATION to Approve Budget Amendments (as needed) *{HSISD Policy CE, Education Code 44.006}*
The Budget Amendments are available for viewing at the business office.

On motion by Robyn Shelton, seconded by Phillip Chapman, it was moved to approve the consent agenda items. Motion carried on a 5 to 0 vote.

6. **AGENDA ITEMS**

A. CONSIDERATION to Repeal All Previously Adopted Policies and Adoption of (LOCAL) Policies as Prepared by TASB Policy Service, **except** for DEA (LOCAL). DEA (LOCAL) was Adopted on April 20, 2020, Due to COVID-19. *{HSISD Policy BF, BP, Education Code 11.201(d)}*

On motion by Phillip Chapman, seconded by Robyn Shelton, it was moved to adopt the policies updated following the TASB Policy Review conducted in February 2020, with the exception of HSISD (LOCAL) Policy DEA, which was adopted on April 20, 2020, in a special board meeting. DEA (LOCAL) addressed premium pay employees during disasters. A list of all Local Policies updated is a part of these minutes. Motion carried on a 5 to 0 vote.

B. CONSIDERATION to Nominate Candidate for Cass County Appraisal District Board of Directors Vacancy

Property Tax Code 6.03(l)

On motion by Robyn Shelton, seconded by Phillip Chapman, it was moved to approve a resolution to nominate Rick Nelson for the Cass County Appraisal District Board of Directors to fill a vacancy created when a current member resigned. The City of Hughes Springs will also nominate Mr. Nelson. Motion carried on a 5 to 0 vote. A copy of the resolution is a part of these minutes.

C. CONSIDERATION to Approve Attestation of Missed School Days-Instructional Continuity

On motion by Phillip Chapman, seconded by Scott Nelson, it was moved to attest that parents/guardians of HSISD students were provided with the educational resources and implementation assistance necessary to support an instructional program provided off-campus to students who were absent due to closure of the District's schools as prevention of illness associated with COVID-19. Motion carried on a 5 to 0 vote. A copy of the Attestation is a part of these minutes.

D. CONSIDERATION to Approve a Waiver for Missed School Days

{TEC 25.081}

On motion by Robyn Shelton, seconded by Scott Nelson, it was moved to approve a waiver from TEA for the instructional days missed by students due the COVID-19 pandemic. Motion passed on a 5 to 0 vote.

E. CONSIDERATION to Approve Waiver to Use Alternate Kindergarten Reading Instrument Due to COVID-19 *{TEC 28.006(c-2)}*

On motion by Phillip Chapman, seconded by Billy Willis, it was moved to continue to use TPRI for 2020-21 school year, and change to an instrument on the new approved list in 2021-22. Motion carried on a 5 to 0 vote.

F. CONSIDERATION to Approve a Waiver of Required Early Notice of Students at Risk of Failure (COVID-19) *{TEC 28.0211 (D)(3)and TAC 101.2009(b)}*

On motion by Billy Willis, seconded by Robyn Shelton, it was moved to approve notification for future 5th and 8th graders about SSI testing at the beginning of the 2020-2021 school year rather than the end of the 2019-2020 school year. Motion carried on a 5 to 0 vote.

G. CONSIDERATION to Approve Revised Calendar for 2020-2021 *{Gov't Code 551.001(6), 311.013 (b), HSISD Policy BE}*

On motion by Billy Willis, seconded by Phillip Chapman, it was moved to approve the revised 2020-2021 school calendar. Because of so much uncertainty due to the Covid-19 pandemic, make-up days have been added to the previously approved calendar. These days (circled on the calendar) will be the days to make-up instruction in the event there are days during the school year that have to be missed and a TEA waiver for those missed days is not available. A copy of the revised calendar is a part of these minutes. Motion carried on a 5 to 0.

H. CONSIDERATION to Approve a Quote on New High School ELAR Curriculum *{HSISD Policy CH Series; Education Code 44.031}*

On motion by Robyn Shelton, seconded by Phillip Chapman, it was moved to approve a quote in the amount of \$78,724.80 to Houghton Mifflin with IMA money on English Language Arts curriculum. Motion carried on a 5 to 0 vote.

I. CONSIDERATION to Approve Certificate of Acknowledgement for Board of Trustees Compliance Regarding Cybersecurity Training *{Section 2054.5191, Gov't Code, Texas Legislature House Bill 3834}*

On motion by Phillip Chapman, seconded by Scott Nelson, it was moved to approve certifying and acknowledging the District's compliance regarding the training of employees and trustees in cybersecurity training. Motion carried on a 5 to 0 vote.

J. CONSIDERATION to Approve Innovative Courses at Hughes Springs High School: Sports Medicine I, Sports Medicine II, Sports Medicine III *{HSISD Policy EF}*

On motion by Phillip Chapman, seconded by Scott Nelson, it was moved to approve the addition of innovative courses in Sports Medicine I, Sports Medicine II, and Sports Medicine III. The newly hired Athletic Trainer is taking courses during the summer to teach these subjects. The first year, only Sports Medicine I will be offered. The next year, Sports Medicine II, and the year following that, Sports Medicine III. Motion carried on a 5 to 0 vote.

K. CONSIDERATION to Approve 2020-2021 Teacher Pay Scale *{HSISD Policy DEA}*

On motion by Robyn Shelton, seconded by Phillip Chapman, it was moved to approve the Teacher Pay Scale as recommended by the Superintendent. Motion carried on a 5 to 0 vote.

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L. CONSIDERATION to Approve 2020-2021 Teacher Salary Increase *{HSISD Policy DEA}*

On motion by Billy Willis, seconded by Robyn Shelton, it was moved to approve the

Teacher Salary Increase as recommended by the Supt. Motion carried on a 5 to 0 vote.

M. CONSIDERATION to Approve 2020-2021 Administrative Professional Pay Scale

{HSISD Policy DEA}

On motion by Scott Nelson, seconded by Phillip Chapman, it was moved to approve the Administrative Professional Pay Scale as recommended by the Superintendent. Motion carried on a 5 to 0 vote.

N. CONSIDERATION to Approve 2020-2021 Administrative Professional Salary Increase

{HSISD Policy DEA}

On motion by Phillip Chapman, seconded by Scott Nelson, it was moved to approve the Administrative Professional Salary Increase as recommended by the Superintendent. Motion carried on a 5 to 0 vote.

O. CONSIDERATION to Approve 2020-2021 Auxiliary Pay Scale

{HSISD Policy DEA}

On motion by Scott Nelson, seconded by Robyn Shelton, it was moved to approve the Auxiliary Pay Scale as recommended by the Superintendent to allow HSISD to be more in line with the market median as presented in the earlier presentation. Motion carried on a 5 to 0 vote.

P. CONSIDERATION to Approve 2020-2021 Auxiliary Salary Increase

{HSISD Policy DEA}

On motion by Billy Willis, seconded by Scott Nelson, it was moved to approve the Auxiliary Salary Increase as recommended by the Superintendent to allow HSISD to be more in line with the market median as presented in the earlier presentation. Motion carried on a 5 to 0 vote.

Q. CONSIDERATION to Approve 2020-2021 Clerical/Paraprofessional Pay Scale

{HSISD Policy DEA}

On motion by Phillip Chapman, seconded by Scott Nelson, it was moved to approve the Clerical/Paraprofessional Pay Scale as recommended by the Superintendent to allow HSISD to be more in line with the market median as presented in the earlier presentation. Motion carried on a 5 to 0 vote.

R. CONSIDERATION to Approve 2020-2021 Clerical/Paraprofessional Salary Increase

{HSISD Policy DEA}

On motion by Billy Willis, seconded by Robyn Shelton, it was moved to approve the Clerical/Paraprofessional Salary Increase as recommended by the Superintendent to allow HSISD to be more in line with the market median as presented in the earlier presentation. Motion carried on a 5 to 0 vote.

7. **CLOSED SESSION**, as authorized by Texas Government Code Chapter 551.001 through 551.146, shall be declared by the Board of Trustees when necessary, during the course of the meeting at the time, date and place of this notice. The Board may close this meeting to consult with its attorney on any item posted on this agenda in order to receive legal advice or to maintain the attorney-client privilege. The Board may also close the meeting to consult with its attorney on any other matter when the attorney's professional and ethical duty to the Board requires a confidential communication.

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A. PERSONNEL (Action)

Consider Employment, Resignations, Reassignments, Transfers, Substitute Teacher List, Extended Leaves, Additional Positions, and Other Personnel Matters

B. CONSULTATION with Attorney *{when necessary}*. There was no consultation. *{Education Code 25.092}*

8. **RECONVENE** – Open meeting to vote on matters considered in executive/closed session in accordance with the Texas Open Meetings Act. Texas Government Code, Chapter 551, to take action necessary regarding any items listed above.

There was no closed session, no need to reconvene for any action.

9. **INFORMATION ITEMS**

{HSISD Policy BE and BJA}

A. Superintendent's Report

Superintendent Dildine advised the Board that the roof work was nearly complete and graduation was over.

B. Business Manager's Report

Business Manager Jalyn Setser's financial reports to the Board:

1. Financial Summary

- a. General Funds
 - i. Revenue - \$10,440,214 (Estimated Revenue - \$13,350,000)
 - ii. Expenditures - \$9,206,133 (Budget - \$13,196,000)
- b. Food Service
 - i. Revenue - \$346,846 (Estimated Revenue - \$442,000)
 - ii. Expenditures - \$381,676 (Budget - \$485,000)

2. Monthly TEA Foundation Payments

- a. May 2020 payment - \$897,732
- b. Next payment June 2020 – \$899,080

3. Tax Collections

- a. Cass County - \$1,896,766 (Levy – \$1,980,000)
- b. Morris County - \$912,000 (Levy – \$921,000)

4. Investment Accounts

- a. Certificates of Deposit (FNB) - \$3,285,000
- b. Lone Star Investment Pool - \$493,000

5. Cash Position

- a. Bank Accounts - \$5,046,000
- b. Investments - \$3,778,000
- c. Total - \$8,824,000

10. **CLOSING ACTIVITIES**

A. Questions asked of and by Board Members

{HSISD Policy BE}

President Hall read a thank you note from the Steve Hawkins family for a memorial donation to the Superintendent's Scholarship Fund in his memory.

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B. Adjournment

On motion by Scott Nelson, seconded by Billy Willis, it was moved to adjourn the meeting. Motion passed 5 to 0.

Van J. Hall, President

Robyn Shelton, Secretary