

# Minutes of Regular Meeting

## The Board of Trustees Brackett ISD

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A regular meeting of the Board of Trustees of Brackett ISD was held January 14, 2008, beginning at 6:30 PM in the Central Office, 400 Ann Street, Brackettville.

Members Present: Ronnie Hobbs, Mark Frerich, Sondra Meil, Henry Lutz, John Paul Schuster, Tony Ashley

Members Absent: Tony Molinar

Administrators: Paula Renken, Alma Gutierrez, Frank Taylor

Guests: Kandace LaMascus, Christy Price, Judy Burks, Laurel Plunk, April Blake, Maxine Bonner, April Rogers, Marilyn Faulkner, Tom Renken, Marla Madrid, Allison Taylor, Eileen Allen, Olivia Robinette, Sue Ann Rose, Michelle Bowers, Pam Melancon, Brenda Perry, Karron Childress, Yolanda Rueda, Sherry Hall, Melanie Jones

1. PUBLIC HEARING: ACADEMIC EXCELLENCE INDICATOR SYSTEM (AEIS), 2006-07  
Presenter: HENRY LUTZ

No guests were present for the AEIS public hearing.

2. SCHOOL BOARD RECOGNITION  
Presenter: PAULA RENKEN

In accordance with a statement from Governor Rick Perry proclaiming January as School Board Recognition Month, Paula Renken commended the board for their service and presented a certificate to each board member. The theme for this years' recognition is Empower to Excel. A short break was taken for refreshments.

3. CALL TO ORDER / ESTABLISH QUORUM  
Presenter: HENRY LUTZ
  - A. MOMENT OF SILENCE & PLEDGE OF ALLEGIANCE  
Presenter: HENRY LUTZ

The meeting was called to order at 6:46 p.m., with a quorum present. Following a moment of silence, Tony Ashley led the Pledge of Allegiance.

4. OPEN FORUM  
Presenter: HENRY LUTZ

Board members and guests present were given information on allowable topics for open forum. Henry Lutz read the public comments introduction and referred to both legal and local policies DGBA.

Maxine Bonner (Teacher): Stated she requested to be on the January agenda and was denied. She voiced concerns that the board president did not read her request. Stated she was not given reasons why her request was denied.

Henry Lutz (Board President): Referred Mrs. Bonner to guidelines set up for employee complaints and referred her to her administrator.

Pam Melancon (Teacher): Referred to a letter mailed to the board. Stated she tried to follow the chain of command. Stated she wanted to work to fix the problems.

Michelle Bowers (Teacher): Voiced concerns on a poor evaluation and being moved from grade to grade.

Brenda Perry (Teacher): Stated she wants to see the problems resolved and work toward better communication.

Karron Childress (Teacher): Stated she is willing to work as a team to resolve all problems.

Eileen Allen (Teacher): Voiced concerns with large amount of required paperwork causing stress and health problems.

Henry Lutz (Board President): Thanked guests for voicing their concerns, and again referred them to follow the proper channels.

5. SECOND GRADE CLASS PRESENTATION

Presenter: TEAM LEADER MAXINE BONNER

Agenda item was cancelled by second grade team leader Maxine Bonner.

6. DIVERSE CAREER PREP I

Presenter: YOLANDA RUEDA

Teacher Yolanda Rueda requested approval for a new innovative course, Diverse Career Prep I. The course would allow students to receive career training and high school credit while working in either a paying or non-paying job. In addition to Yolanda Rueda being certified to teach the course, David Edwards and Cindy Brandt are also willing to receive the training. The course can be a recovery program for those at-risk students. Instruction time would include applying for positions and filling out job applications. All applications are due by email January 30, 2008. Students would be required to meet one period a day for teacher instruction. Upon checking with several businesses in town, Lynn McCarson and Trish Taylor both said they would hire a student. Students would have to work 15 hours per week to receive three credits. A student who is already working could receive credit if enrolled in the course. The course would give students

work skills, while looking good on their resume. Students must be a licensed driver and have proof of insurance, or have transportation provided by a parent. A recommendation was made by Paula Renken to approve the course. Frank Taylor added the program is similar to the VAC program.

A motion was made by Mark Frerich to grant approval to apply for the Innovative Course, Diverse Career Preparation starting with the 2008-2009 school year, through the end of 2012-2013. Sondra Meil seconded. The motion carried unanimously.

7. MINUTES

Presenter: HENRY LUTZ

Additional comments were made during discussion of the December 10<sup>th</sup> meeting. John Paul Schuster's continuing education hours have been worked out with TASB. Mark Frerich's hours remain deficient. The track field problem has been fixed and Mike Bizzell has started on the new projects.

A motion was made by Ronnie Hobbs to approve minutes for the December 10, 2007, regular meeting as presented. Mark Frerich seconded. The motion carried with John Paul Schuster and Tony Ashley abstaining.

8. BUSINESS & FINANCE

Presenter: MARLA MADRID / PAULA RENKEN

A. BUDGET AMENDMENTS

Presenter: MARLA MADRID

See amended figures with the agenda.

A motion was made by Tony Ashley to approve the budget amendments as presented. Sondra Meil seconded. The motion carried unanimously.

B. FALL ATHLETIC GATE REPORT

Presenter: MARLA MADRID

A review of the Fall sports summary was conducted by the board. Figures were reported for football and volleyball. Marla Madrid stated receipts are down this year. Reasons include not going as far into the playoffs and having only four home games.

C. RECAP OF REVENUE & EXPENDITURES

Presenter: MARLA MADRID

The board conducted a recap of revenue and expenditures for the month of December. The report does reflect some money called down on federal funds. April 1<sup>st</sup> has been set as the deadline for purchase orders.

D. CHECK RUN

Presenter: PAULA RENKEN

A used rear differential totaling \$1,000 was purchased for a school vehicle from Atkinson Auto Parts. Dr. Art Flores continues to do consulting for special education, on an as needed basis through Cluster V.

9. GOAL SETTING: 2007-2012 FIVE YEAR STRATEGIC PLAN

Presenter: HENRY LUTZ

Paula Renken stated she was asked by Henry Lutz to develop a draft/starting points for board goals. Proposed goals were included in a wide five-year plan that would allow for adjustments as needed. The board reviewed goals set for the district and superintendent. Additional comments included:

- Goal 1 - Progress on goal would be measured using benchmarks. The campuses would perform to get district where it needs to be.
- Goal 2 – More work is needed to determine how this goal will be measured.
- Goal 3 - PEIMS could be used to track discipline problems which right now are consistently low. Teachers keep records to support referral forms. Handbooks are aligned to Code of Conduct.
- Goal 4 – Aiming for a superior rating. The district has been marked down due to too much in the fund balance. Steps are being taken to designate these funds. Both the superintendent and Business Manager are watching the student to teacher ratio.
- Goal 5 – Questioned if measurable. The district is looking at a rollback election. Communication over the next five years will be very important to make ensure the community understands the changes and to get information out. Add the following to this goal; continue health and climate survey annually to all staff and parents.

A recommendation was made by Tony Ashley to table until the February meeting, giving board members a chance to consider and work on the goals before approval.

A motion was made by Mark Frerich to table this agenda item until the February meeting. John Paul Schuster seconded. The motion carried unanimously.

10. PDAS: LIST OF CERTIFIED APPRAISERS

Presenter: PAULA RENKEN

Local policy DNA requires the district to establish a list for alternate appraisers. Those on the list have taken the required training to be a licensed/certified appraiser. The Superintendent assigns an appraiser from the list if a second appraisal is requested. Previous appraisers include George Burks, Alma Gutierrez, Paula Renken and Frank Taylor. Two new appraisers, Lindsey Kunz and Candy Hobbs, have been added to the list. Paula Renken recommended approval of the list.

A motion was made by John Paul Schuster to approve the list of certified appraisers as presented. Sondra Meil seconded. The motion carried with Ronnie Hobbs abstaining.

11. UPDATE: CAMPUS IMPROVEMENT PLANS, GOALS MET

Presenter: ALMA GUTIERREZ / FRANK TAYLOR

Campus administrators, Alma Gutierrez and Frank Taylor, gave a mid-year update on goals and objectives met, or progress made on campus improvement plans.

**A short break was called for at 8:23 p.m. The meeting reconvened at 8:30 p.m.**

12. ADMINISTRATIVE REPORTS

Enrollment, discipline reports, and current events.

Presenter: ALMA GUTIERREZ / FRANK TAYLOR

A. JONES ELEMENTARY / INTERMEDIATE

Presenter: ALMA GUTIERREZ

Enrollment: 322 Discipline: 5

Refer to written report.

B. BJH / BHS / ACADEMY

Presenter: FRANK TAYLOR

Enrollment: 288 Discipline: 8

Refer to written report.

C. SPECIAL EDUCATION

Presenter: MELANIE JONES

Total: 69 Speech only: 18

The district completed its Performance Based Monitoring Analysis System report (PBMAS). The report addresses high numbers of Hispanic students which our district has worked hard to lower. Because of this our district received a 1A rating.

13. SUPERINTENDENT'S REPORT

Information & updates on projects and events.

Presenter: PAULA RENKEN

A. RIDER 86

Presenter: PAULA RENKEN

Funds for Rider 86 are currently sitting at \$25,000, but could drop at any time. Funds are not included in the salary schedule, they would be in addition too. Paula Renken proposed paying this out in June. The board must decide how to allocate the funds and account for the whole \$25,000. A recommendation was made to take action at the February meeting.

B. CONSTRUCTION UPDATE

Presenter: PAULA RENKEN

Mike Bizzell has all materials here. The district is working through his bonding agent, we pay them directly and they pay out. August 15<sup>th</sup> is the completion date. A concern was voiced about the cistern hole on the Rose property. Paula Renken will check on this.

C. OPEN MEETINGS ACT INFORMATION

Presenter: PAULA RENKEN

At the request of Board President Henry Lutz, the Superintendent requested and reviewed information received from Attorney Joe Hairston with the board in regard to a "catch-all" topic. This does not exist. Topics to be discussed must be specified on the agenda. All discussion must fall in line with the agenda. Penalties for disregarding the open meetings act include a \$500 fine and up to six months in jail.

D. COMPENSATION INCREASE FOR NON-CONTRACT EMPLOYEES, POLICY DEA LOCAL

Presenter: PAULA RENKEN

The board was referred to local policy DEA which addresses non-contract employees. With the resignation of Gus Sandoval, Javier Valdez has taken over his duties as Maintenance Director, and Fernando Quiroz was moved up from custodian to maintenance to assist Mr. Valdez. Because of these additional duties and changes, both will receive a salary adjustment.

**The board convened into a closed session at 9:03 p.m.**

14. PERSONNEL

Pursuant to Gov't Code 551.074.

Presenter: HENRY LUTZ

A. SUPERINTENDENT'S CONTRACT

Presenter: HENRY LUTZ

**The meeting reconvened into open session at 10:08 p.m., and took the following action:**

A motion was made by Mark Frerich, as stated and read by Henry Lutz, "At this time, the Superintendent will continue to be employed under her current contract with no changes." John Paul Schuster seconded. The motion carried unanimously.

15. OPEN FORUM

Presenter: HENRY LUTZ

This agenda item was not addressed by the board president.

16. ADJOURN

Presenter: HENRY LUTZ

With no objections, the meeting was adjourned at 10:10 p.m.

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Henry Lutz, Board President

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Sondra Meil, Secretary

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Date

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Date