

Minutes of Regular Meeting

The Board of Trustees Brackett ISD

A Regular meeting of the Board of Trustees of Brackett ISD was held September 10, 2007, beginning at 6:30 PM in the Central Office, 400 Ann Street, Brackettville.

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

Members Absent: Tony Ashley

Administrators: Paula Renken, Alma Gutierrez, Frank Taylor

Guests: Chuck Gruenwald, George & Judy Burks, Kandace A. LaMascus, Susan Davis, John Graves Jr., G.A. Guzman

1. CALL TO ORDER / ESTABLISH QUORUM

Presenter: HENRY LUTZ

A. MOMENT OF SILENCE & PLEDGE OF ALLEGIANCE

The meeting was called to order at 6:24 p.m., with a quorum present. Following a moment of silence, Tony Molinar led the Pledge of Allegiance.

2. PUBLIC HEARING ON PROPOSED TAX RATE

Presenter: HENRY LUTZ

With no guests present for the public hearing, the hearing was opened and closed at 6:25 p.m.

3. OPEN FORUM

Presenter: HENRY LUTZ

Elementary teachers Judy Burks and Kandace LaMascus addressed the board, turning in letters of retirement effective the end of the school year. Both have taught at Jones Elementary, Mrs. Burks for thirty-four years and Mrs. LaMascus for twenty-one years. President Henry Lutz accepted the letters with regret. Formal action on the letters will be taken at a later meeting.

4. PRESENTATION OF YEAR END AUDIT, 2006-2007

Presenter: REPRESENTATIVE: COLEMAN, HORTON & COMPANY, L.L.P.

Chuck Gruenwald, CPA for Coleman, Horton, and Company, presented the 2006-2007 year end audit. The audit was conducted in accordance with *Government Auditing Standards*, issued by the Comptroller General of the United States, based on a

standardized format used throughout the state. The district received *a clean opinion*, the highest rating a district can receive.

A motion was made by Sondra Meil to approve the 2006-2007 year end audit as prepared by Coleman, Horton & Company, L.L.P. Ronnie Hobbs seconded. The motion carried unanimously.

With the board's approval, item 9, TAKS Report, was moved up to accommodate Mrs. Davis.

*9. T.A.K.S. REPORT

Report for Spring 2007.

Presenter: SUSAN DAVIS

New test coordinator Susan Davis reviewed district 2007 Spring, Texas Assessment of Knowledge and Skills performance scores for grades three through eleven. A power point presentation compared district to state scores. Mrs. Davis noted highlights, with one graph indicating significantly lower 5th grade Science scores. Eighth grade math and science were higher than state scores. Grades nine and ten were above state scores in all areas. A new modified field test for TAKS will be administered in October. This test is one of many new tests coming up.

5. MINUTES

Presenter: HENRY LUTZ

A motion was made by Mark Frerich to approve minutes for the August 13, 2007, regular meeting as presented. Tony Molinar seconded. The motion carried with Ronnie Hobbs abstaining.

A motion was made by Henry Lutz to approve minutes for the August 24, 2007, special meeting as presented. Sondra Meil seconded. The motion carried with John Paul Schuster and Mark Frerich abstaining.

6. BUSINESS & FINANCE

Presenter: PAULA RENKEN/MARLA MADRID

A. MONTHLY RECAP OF REVENUE & EXPENDITURES

Presenter: MARLA MADRID

Henry Lutz thanked Marla Madrid and Central Office staff for their work on the audit. A recap of revenue and expenditures for the month of August was conducted by the board. Ms. Madrid stated money received from the state the first of September is not reflected on the recap.

B. CHECK RUN

Presenter: PAULA RENKEN

There were no questions from the board on the check run. In

reply to a question about letter jackets, Mrs. Renken stated the school pays for the jackets. Students pay for their own patches. Some Seniors are just now getting a jacket.

Going back to a comment made by Mr. Gruenwald, Mrs. Renken stated she and Marla sit down once a week to review enrollment figures and to make sure the district is operating on *actuals*.

7. TAX RATE ADOPTION

Presenter: HENRY LUTZ

As discussed at a previous meeting, a recommendation has been made to set the tax rate at \$.97. Since the 2007-2008 operating budget was built on \$.94, Marla Madrid stated she will come to the board next month with a budget amendment if the recommended tax rate is adopted.

A motion was made by Henry Lutz to adopt a tax rate of \$.97 for the 2007-2008 budget year. Sondra Meil seconded. The motion carried unanimously.

8. PROPOSED CONSTRUCTION PROJECTS

Presenter: HENRY LUTZ / ARCHITECT JOHN GRAVES

Architect John Graves stated the district should be ready to advertise next week for the concession stand, ticket booth, and parking. Construction will start around the first week of November.

Cost estimates were discussed for the boardroom expansion with two additional classrooms. Estimates are running a little over \$105 a square foot. Mr. Graves stated the district will save money by going with the boardroom and two classroom additions at the same time. Other options were discussed by the board in hopes of doing away with all portables at once. Henry Lutz and Paula Renken toured the portables. All six have assorted exterior and interior problems. The portables are approximately twenty years old and were included in the long term building plan to eventually do away with them. The two additional classrooms will bring the district closer to that goal. Campus Administrators will decide who to move into the new rooms. The location is not feasible for the school Nurse due to upper class students mixing with the younger ones. The Nurse would also need a restroom, a cost in addition to the current estimates. Migrant and ESL could be moved out of the portables and into the new additions since they work together. Paula Renken stated exterior doors would need to be added so students can go directly outside. Discussion included current use of the boardroom.

For the elementary office expansion Mr. Graves recommended going with cinder block, a steel structure and C-channels. This would be a 4 ½ month project.

A motion was made by Sondra Meil to go ahead with the projects as presented by Mr. Graves, the boardroom expansion with the addition of two classrooms. Henry Lutz seconded. The motion resulted in a tie. Henry Lutz, Sondra Meil, and Tony Molinar voting for, and Ronnie Hobbs, John Paul Schuster, and Mark Frerich opposed.

A motion was made by Mark Frerich authorizing the Superintendent to work with John Graves for RFP's for the office addition to the elementary school. Tony Molinar seconded. The motion carried unanimously.

A recommendation was made to have John Graves come over to look at classroom options. Board members were encouraged to join him and explore options first hand. A recommendation was made by Henry Lutz to table all options until October, giving John Graves time to meet with board members and discuss options.

A motion was made by Ronnie Hobbs to table all other projects until Mr. Graves can look at options to consider at the next meeting. Sondra Meil seconded. The motion carried with no vote from Mark Frerich. Board member Mark Frerich left the boardroom prior to voting.

A short break was called for at 8:42 p.m., with the board reconvening at 8:50 p.m.
A change in the agenda was called for, moving item 12 up, allowing the Administrators to leave following the campus reports.

***12. ADMINISTRATIVE REPORTS**

Enrollment, discipline reports, and current events.

Presenter: ALMA GUTIERREZ/FRANK TAYLOR

Jones Elementary/Intermediate (Alma Gutierrez)

Enrollment: 316 Discipline: 2

Refer to written report. Migrants are still not in. Lots of upcoming events and staff development on the calendar. Back to School Night was a huge success with over half of our students represented by parents or a family member. CHEER sponsored a school health fair the same night which helped students get any immunizations needed for school. Enrollment is down approximately 10 from last year at this time. Dr. Sandra Bloom, our TEA consultant, met with Science teachers and helped develop a plan to submit to TEA to bring up Science scores. She will be coming on campus once a month doing classroom observations. The plan also requires Mrs. Gutierrez to attend seven days of state mandated training.

Junior High/High School/Educational Academy (Frank Taylor)

Enrollment: 279 Discipline: 6

Refer to written report. Enrollment is up a little. Several minor

discipline problems. Speaker Rob Holladay gave students a good message about making right choices. We are watching for any problems that might come up from last year with bullying. Students and staff have a lot to be proud of with our TAKS scores. When compared to the state overall, we are doing well.

10. RETAIL ELECTRICITY PROVIDER: ENERGY FOR SCHOOLS

Presenter: HENRY LUTZ

A. RESOLUTION: MEMBERSHIP IN ENERGY FOR SCHOOLS

An electric power aggregator.

Presenter: HENRY LUTZ

BISD is currently on a 3-year contract with Reliant Energy. The resolution under consideration will allow our district to join an electricity aggregation program *Energy for Schools*, a political subdivision corporation established pursuant to the authority granted in Chapter 303 of the Texas Local Government Code. It is still the state program *Reliant*, but under a different format. It is now a pool of several schools, instead of a separate contract. TASB offers a program also but with a surcharge. We would not be saving any money. Joining Energy for Schools as a member of the political subdivision corporation is required before Brackett I.S.D. may purchase electricity from Energy for Schools.

A motion was made by Mark Frerich to approve the resolution to join Energy for Schools, as presented. Ronnie Hobbs seconded. The motion carried unanimously.

B. INTERLOCAL ELECTRICITY PROCUREMENT AGREEMENT / OFFER & PRICE SHEET

Pursuant to Gov't Code Chapter 791.

Presenter: HENRY LUTZ

The Interlocal Electricity Procurement Agreement and the Offer & Price Sheet are the documents that form the contractual requirement to purchase electricity from Energy for Schools according to the terms and conditions contained in the separate documents. There are three options to consider. Option A is for a sixteen month term at a fixed rate of \$0.08326 cents per KWH. It is cheaper than Option B. Option B has two pricing periods, one is twenty-eight months at \$0.08520, the other twelve at \$0.08443. Option C is a straight sixty month term at \$0.08635. A recommendation was made to go with option B which is almost the same as what the district currently has, with two strike dates. Since the

strike date is tomorrow, if approved, the agreement will be scanned and emailed so they have it tomorrow morning. The new contract will not go into effect until January 2008, we will remain under the old contract through December.

A motion was made by Sondra Meil to enter into an Interlocal Electricity Procurement Agreement with *Energy for Schools*, selecting Option B for price and term. Tony Molinar seconded. The motion carried unanimously.

11. RESOLUTION: ENERGY CONSUMPTION REDUCTION PLAN

Presenter: PAULA RENKEN

The 80th legislature is now requiring the board of trustees to establish a goal and adopt a resolution to reduce the district's energy consumption by 5% each year, over a period of six years, beginning September 1, 2007, a total of 30% reduction. There are no penalties attached but we must show we attempted to meet this goal. Our plan addresses four items, efficient lighting, efficient appliance purchases, maintenance and operations revisions, and vending machine controls. Mrs. Renken met with SECO, the company that retrofitted district lighting several years ago and what they accomplished meets several requirements of the plan. The plan also requires a mission statement. Part of the plan requires recording utilities for comparison which Susan Esparza already does. Susan has six years to fall back on. The one area we may need to spend money on is for fluorescent lighting. The most energy efficient fluorescent lighting is rated as a T5, but it would require replacing all fixtures. The majority of our lighting is rated T8 (bulbs). The fixtures are okay, just the ballast would need replacement. We do have some T12's around the district, but as we go along any T12's will be replaced with T8's. By changing these out the district is looking at a savings of \$8.00 to \$11.00 a year per fixture.

A motion was made by Henry Lutz to adopt the energy consumption plan as presented. Tony Molinar seconded. The motion carried unanimously.

13. SUPERINTENDENT'S REPORT

Information & updates on projects and events.

Presenter: PAULA RENKEN

A. SET DATE FOR TEAM BUILDING

The district now owns Lot 44, Block 4 by the football field. Papers were finalized last Thursday. No one has been in the house yet. One lot remains in between the property owned by the district. This lot will be coming up in a tax sale soon. Total closing costs were right at \$4,000. Henry Lutz acknowledged Tejas Properties for doing the paperwork free of charge.

Discussed dates for a team building session. Henry Lutz recommended going with Walsh Anderson. Dates for the session will depend on Walsh Anderson's schedule as to when they can come out. The board agreed to either October 2nd or the 9th, both Tuesday nights. Mrs. Renken will let them know and get back with the board.

A closed session was called for at 9:23 p.m., pursuant to Gov't Code 551.074.

14. PERSONNEL

Pursuant to Gov't Code 551.074.

Presenter: HENRY LUTZ

A. ADJUNCT FACULTY AGREEMENT: COUNTY
EXTENSION AGENT

Presenter: HENRY LUTZ

The board reconvened into open session at 9:30 p.m., and took the following action:

No formal vote will be taken on the adjunct faculty agreement at this time. This item will be placed on the next agenda.

A motion was made by Sondra Meil to approve a certified agenda for June 11, 2007, with one correction. John Paul Schuster seconded. The motion carried unanimously.

A motion was made by Henry Lutz to approve a certified agenda for July 26, 2007, as presented. Tony Molinar seconded. The motion carried unanimously.

A motion was made by Sondra Meil to approve a certified agenda for August 24, 2007, as presented. Tony Molinar seconded. The motion carried unanimously.

15. OPEN FORUM

Presenter: HENRY LUTZ

No guests were present for open forum participation.

16. ADJOURN

Presenter: HENRY LUTZ

With no objections, the meeting was adjourned at 9:42 p.m.

Henry Lutz, Board President

Sondra Meil, Secretary

Date

Date