

The KISD Board of Trustees met in regular session on Tuesday, April 8, 2025 at 4:30 p.m. in the KISD boardroom.

Members present:

Brett Williams, President  
Marvin Rainwater, Secretary  
Brenda Adams  
Tina Capito  
Rodney Gilchrist

Members absent:

Susan Jones, Vice President (entered at 4:39 p.m.)  
Oliver Mintz (entered at 6:00 p.m.)

Also attending:

Dr. Jo Ann Fey, Superintendent  
Dr. Terri Osborne, Deputy Superintendent  
William Baker, Assistant Superintendent  
Dr. Jo-Lynette Crayton, Assistant Superintendent  
Mike Harper, School Attorney  
Brenda King, Board Specialist  
Kristine Caparco, Fort Cavazos School Liaison Officer

The meeting was called to order at 4:30 p.m., Tuesday, April 8, 2025. Mr. Williams took a roll call of Board members, as indicated above. A quorum was established and in attendance. The meeting was livestreamed and recorded. The invocation was led by Mr. Gilchrist.

The Board recognized the following individuals for their years of service in KISD:

**Lisa Brinson**, Pershing Park Elementary, 35 years  
**Diane Ford**, Cleaning Services, 35 years  
**Tora Haws**, Clifton Park Elementary, 35 years  
**Kathy Lozano**, Manor Middle School, 35 years  
**Francisco Perea**, Facilities Services, 35 years  
**Susan Smith**, Clarke Elementary, 35 years  
**Tracy Wilson**, Union Grove Middle School, 35 years  
**Jeanne Cook**, Learning Services, 40 years  
**Roy Harris**, Facilities Services, 40 years  
**Dana Tucker**, Peebles Elementary, 40 years  
**Susan Mooney**, Special Education, 45 years

RECOGNITION OF  
EMPLOYEES WITH  
30, 40, & 45 YEARS OF  
KISD SERVICE

Ms. Jones arrived at 4:39 p.m. The board recessed at 4:45 p.m. and returned at 6:00 p.m. Mr. Mintz arrived during the recess.

Pledges to the U.S. flag and Texas flag were led by Brookhaven Elementary students, Victoria Arango and Skylar Moore.

The Board recognized the following individuals and groups for their achievements:

HONORS AND  
RECOGNITION

District Champions

**Liberty Hill Middle School 7<sup>th</sup> grade Girls Basketball Team**  
**Patterson Middle School 8<sup>th</sup> grade Girls Basketball Team**  
**Liberty Hill Middle School 7<sup>th</sup> grade Boys Basketball Team**  
**Patterson Middle School 8<sup>th</sup> grade Boys Basketball Team**  
**Patterson Middle School 7<sup>th</sup> & 8<sup>th</sup> grades Girls Track Team**  
**Liberty Hill Middle School 7<sup>th</sup> grade Boys Track Team**  
**Jimmie Don Aycock Middle School 8<sup>th</sup> grade Boys Track Team**

**Union Grove Middle School Theater in One Act Play**

**Daniel Carlson, Union Grove MS, One Act Play Best Performer**  
**Gabby Mendez, Rancier MS, One Act Play Best Performer**

Powerlifting State Champions

**Terriny Pace, Killeen High School**  
**Ashlynn Famule, Shoemaker High School**

Bowling State Advancers

**Chaparral High School Boys Bowling Team** for District and Regional Champions and 14th in State  
**Ellison High School Boys Bowling Team** for 2nd in District and Regionals and Top 20 in State

Mr. Williams reviewed the procedures for public forum and invited anyone who had submitted a form to speak.

**PUBLIC FORUM**

Stan Golaboff, Harker Heights, Texas, advocated for summer learning and criticized negative remarks made at the last meeting. He reiterated the importance of attendance and engagement.

Victoria Morris, Killeen, Texas, band director at Smith Middle School, praised the success of her students and invited the board to their spring concert.

Dalton Rudd, Nolanville, Texas, advocated for mentorship of students and working together as a community.

Elizabeth McDaniel, Harker Heights, Texas, complained of the disciplinary placement her daughter received for defending herself in a physical altercation, without consideration of her character, history of good behavior, and harm to her mental health.

Anthony Boss, Killeen, Texas, complained of unfair treatments and inappropriate behaviors in the Chaparral High School band program, noting his son was directed to discipline other students, including students with disabilities.

Suzanne Whetley, Killeen, Texas, complained of unfair treatments in the Chaparral High School band program, and alleged students received participation consequences for excused absences.

Melissa Robinson, Killeen, Texas, complained of unfair treatments in the Chaparral High School band program, noting her child was ridiculed by the band director in front of the class for a disability, and subsequently quit band due to effects on her mental health.

Kathy Hickok, Killeen, Texas, spoke on her upcoming Level III parent grievance in this meeting, and claimed she was charged more for a request of her student's records, which she believes is retaliatory for her grievance.

Louis Nieves, Killeen, Texas, raised concerns of violence, chaos, bullying, and harassment in KISD, and complained of being served a criminal trespass after an employee let him in through a side door when there was no one in the front office.

Gabrielle Montgomery-Seton, Killeen, Texas, complained of not being contacted by the district regarding her concerns, commented on the termination of the Smith Middle School principal, and suggested accountability begin with district leadership.

The consent agenda was considered. Mr. Gilchrist moved to approve the consent agenda, items A through E, as presented. Ms. Adams seconded the motion, which carried 7-0. Consent agenda items are summarized below:

#### CONSENT AGENDA

As part of the consent agenda, the board approved the minutes for the March 25, 2025 regular meeting, as written.

#### MINUTES FOR 3/25/2025 REGULAR MEETING

As part of the consent agenda, the board approved the minutes for the April 1, 2025 board workshop, as written.

#### MINUTES FOR 4/1/2025 BOARD WORKSHOP

As part of the consent agenda, the board approved minutes for the April 1, 2025 special meeting, as written.

#### MINUTES FOR 4/1/2025 SPECIAL MEETING

As part of the consent agenda, the board approved the minutes for the April 3, 2025 special called meeting, as written.

#### MINUTES FOR 4/3/2025 SPECIAL MEETING

As part of the consent agenda, the board approved the MOA with the City of Killeen for Shared Usage of Facilities through May 31, 2026, as presented.

#### MOA WITH CITY OF KILLEEN FOR SHARED USAGE OF FACILITIES

William Baker, Assistant Superintendent for Human Resources, proposed a resolution for the board's consideration. Ms. Adams moved to approve the proposed resolution to recognize May 2025 as Teacher Appreciation Month in Killeen ISD, as presented. Ms. Capito seconded the motion, which carried 7-0.

#### RESOLUTION FOR TEACHER APPRECIATION MONTH

Dr. Jasmine Mosley, Director for Health Services, proposed a resolution for the board's consideration. Ms. Capito moved to approve the proposed resolution to recognize May 2025 as School Nurses Week in Killeen ISD, as presented. Mr. Mintz seconded the motion, which carried 7-0.

#### RESOLUTION FOR SCHOOL NURSES WEEK

Erik Hydorn, KISD Police Chief, proposed a resolution for the board's consideration. Mr. Mintz moved to approve the proposed resolution to recognize May 15, 2025 as Peace Officers Memorial Day, and May 11-17, 2025 as Police Week in Killeen ISD, as presented. Mr. Rainwater seconded the motion, which carried 7-0.

#### RESOLUTION FOR PEACE OFFICERS MEMORIAL DAY AND POLICE WEEK

Dr. Jo-Lynette Crayton, Assistant Superintendent for Curriculum and Instruction, reviewed that in accordance with Texas Education Code 31.004, the district is required to annually certify to the State Board of Education and commissioner that students have access to instructional materials covering all Texas Essential Knowledge and Skills (TEKS) for all required subjects, except physical education. Per Texas Administrative Code 66.105 and the Children's Internet Protection Act, the district is also required to certify they protect against access to obscene or harmful content. Ms. Adams moved to approve the certification of the provision of instructional materials form for 2025-2026 school year, as presented. Mr. Gilchrist seconded the motion, which carried 7-0.

#### 2025-26 CERTIFICATION OF PROVISION OF INSTRUCTIONAL MATERIALS FORM

Kallen Vaden, Chief Financial Officer, reviewed that the Texas Education Agency requires the first two missed school days to be made up toward the 75,600 instructional minutes. The first day was made up on February 17, and the additional minutes in the calendar account for the second make-up day. Ms. Vaden requested a waiver for missed instructional days at Smith Middle School on March 11-13, & 24, 2025. Funding of average daily attendance would be recaptured at \$38 per day per student enrolled in the campus (based on a basic allotment of \$6,160 for 170 instructional days). Mr. Gilchrist moved to approve the missed attendance days waiver request for Roy J. Smith Middle School to be submitted to the Texas Education Agency, as presented. Ms. Capito seconded the motion, which carried 7-0.

#### MISSED ATTENDANCE DAY WAIVER REQUEST FOR TEA SUBMISSION

On April 1, 2025, the board reviewed the TASB Local Policy Update 124, including (1) CAA: Fiscal Management Goals and Objectives – Financial Ethics, (2) CDA: Other Revenues – Investments, (3) CFC: Accounting – Audits, (4) CY: Intellectual Property, (5) DH: Employee Standard of Conduct, (6) EHB: Curriculum Design – Special Programs, (7) EHBB: Special Programs – Gifted and Talented Students, (8) FFG: Student Welfare – Child Abuse and Neglect, and (9) GKA: Community Relations – Conduct on School Premises. Mike Harper, School Attorney, answered questions posed by the board at the last meeting.

#### TASB POLICY MANUAL UPDATE 124 AFFECTING LOCAL POLICIES: CAA, CDA, CFC, CY, DH, EHB, EHBB, FFG, & GKA

Ms. Capito moved to approve the addition, revision, or deletion of Local Policies as recommended by TASB Policy Services and according to the Instruction Sheet for TASB Localized Policy Manual Update 124, as presented. Mr. Gilchrist seconded the motion, which carried 7-0.

JC Schoel, Coordinator for Logistics and KISD Elections Agent, reviewed proposed amendments to the KISD order of election previously adopted on February 11, 2025. Revisions of the polling sites were recommended by Bell County Elections Administrator. Mr. Mintz moved to approve the proposed amendment to the Order of Election to conduct the KISD Board of Trustees election on Saturday, May 3, 2025, as presented. Ms. Capito seconded the motion, which carried 7-0.

JC Schoel, Coordinator for Logistics and KISD Elections Agent, reviewed that per the *Texas Election Code*, the board must approve precinct judges and alternates to preside at designated polling sites serving KISD during the May 3, 2025 election. In accordance with the joint election agreements, costs of elections workers will be shared equally with each party. Ms. Capito moved to approve precinct election judges and alternate judges for the May 3, 2025 KISD Board of Trustees General Election, as presented. Ms. Jones seconded the motion, which carried 7-0.

William Baker, Assistant Superintendent for Human Resources, reviewed that in accordance with the Texas Education Code, new educators receive a probationary contract during their first year in the district. Those who do not have five of the last eight years in public education receive a probationary contract for three school years. All others receive a one-year term contract, which affords certain protections under the Education Code. Ms. Adams moved to approve teacher contract offers for the 2025-2026 school year, as presented. Mr. Mintz seconded the motion, which carried 7-0.

William Baker, Assistant Superintendent for Human Resources, reviewed that professional employees serving in positions not requiring certification, are offered an employment agreement for one year. If an agreement is not offered in the subsequent year, then the current agreement expires, and employment is terminated. Mr. Gilchrist moved to approve administrator and professional support contract renewals/extensions and employment agreement offers for the 2025-2026 school year, as presented. Ms. Capito seconded the motion, which carried 7-0.

Per *Texas Government Code* and Local Board Policy CDA, Kallen Vaden, Chief Financial Officer, presented the quarterly investment report for the period ending February 28, 2025. Highlights of the report included overall investment balances increased slightly from November to February due to normal operating processes;

#### PROPOSED AMENDMENT TO ORDER OF ELECTION FOR MAY 3, 2025 BOARD OF TRUSTEES ELECTION

#### APPOINTMENT OF ELECTION JUDGES AND ALTERNATE JUDGES FOR MAY 3, 2025 GENERAL ELECTION

#### TEACHER CONTRACT OFFERS 2025-2026

#### ADMINISTRATOR AND PROFESSIONAL SUPPORT CONTRACT RENEWALS/ EXTENSIONS AND EMPLOYMENT AGREEMENT OFFERS 2025-2026

#### QUARTERLY INVESTMENT REPORT FOR PERIOD ENDING FEBRUARY 28, 2025

investments are held in investment pools and agency security investments; the district continues to utilize the 180-day Treasury Bill as a benchmark; interest rates have decreased slightly in response to current market conditions; and the district's focus is on principal preservation (safety), then liquidity, and lastly yield. Mr. Mintz moved to approve the quarterly investment report for the period ending February 28, 2025, as presented. Mr. Gilchrist seconded the motion, which carried 7-0.

Adam Rich, Assistant Superintendent for Facilities Services, reviewed that the district prioritized Pratt Learning and Leadership Center for replacement of 33 HVAC units. On March 25, 2025, the district received three proposals from contractors for this project, which were reviewed and ranked based on specific criteria. Capstone Mechanical's bid of \$741,100 included a \$40,000 contingency allowance. This project will be funded using Strategic Facility Plan funds designated for capital improvement projects. Ms. Capito moved to approve the proposed rank order of the contractors for the fiscal year 2025 HVAC life cycle replacement capital improvement project, as presented, and to delegate authority to the superintendent or designee to execute the contract, provided there are no material changes to the contract included with the procurement package. Ms. Adams seconded the motion, which carried 7-0.

PRATT LEARNING AND  
LEADERSHIP CENTER  
HVAC LIFE CYCLE  
REPLACEMENT CAPITAL  
IMPROVEMENT PROJECT  
CONTRACTOR RANK  
ORDER

State law requires that annually at the last regular meeting before an election of trustees, the Board President announces each board member's name and state whether each trustee has met, exceeded, or is deficient in meeting the required continuing education as of the first anniversary of the date of the trustee's election or two-year anniversary of previous training, as applicable. Mr. Williams, as Board President, read aloud the Board Training Announcement, as summarized:

REPORT ON BOARD  
MEMBER TRAINING

Local District Orientation, Orientation to the Texas Education Code, and Open Government training for first-year board members: As first year board members, Tina Capito and Rodney Gilchrist completed each of these trainings.

Post-Legislative Update to the Texas Education Code: No board members were required to complete this training for the time period covered by this announcement. Board members will attend a Post-Legislative Update after the current legislative session.

Team Building is required of the full board and superintendent annually: Board members Brett Williams, Susan Jones, Marvin Rainwater, Brenda Adams, Oliver Mintz, Tina Capito, and Rodney Gilchrist completed the annual team-building training.

Evaluating Student Academic Performance and Setting Goals: Board members Brett Williams, Susan Jones, Marvin Rainwater, Cullen Mills, Brenda Adams, Oliver Mintz, Tina Capito, and Rodney Gilchrist completed this biennial training.

Identifying and Reporting Abuse, Trafficking, and Other

Maltreatment of Children: Board members Brett Williams, Susan Jones, Marvin Rainwater, Brenda Adams, Oliver Mintz, Tina Capito, and Rodney Gilchrist completed this biennial training.

School Safety: Board members Brett Williams, Susan Jones, Marvin Rainwater, Cullen Mills, Brenda Adams, and Oliver Mintz completed this biennial training.

Cybersecurity Training: Board members Brett Williams, Susan Jones, Marvin Rainwater, Cullen Mills, Brenda Adams, and Oliver Mintz completed this annual training.

Gifted and Talented Education Training, as required by the 2019 Texas State Plan for the Education of Gifted/Talented Students.

Board members Brett Williams, Susan Jones, Marvin Rainwater, Cullen Mills, Brenda Adams, Oliver Mintz, Tina Capito, and Rodney Gilchrist completed this training.

Additional Continuing Education: As first year board members, Tina Capito and Rodney Gilchrist completed the required ten hours of continuing education. As experienced board members, the following board members completed the required five hours of additional continuing education: Brett Williams, Susan Jones, Marvin Rainwater, Brenda Adams, and Oliver Mintz. Brett Williams completed education related to the leadership duties of a board president.

Exceeding Required Continuing Education: Brett Williams exceeded required training by 27.5 hours; Susan Jones exceeded required training by 24 hours; Marvin Rainwater exceeded required training by 9.5 hours; Brenda Adams exceeded required training by 9.5 hours; Oliver Mintz exceeded required training by 6 hours; Tina Capito exceeded required training by 3.25 hours; and Rodney Gilchrist completed required training by 4.25 hours.

As required by state law, a copy of the State Board of Education's *Framework for Governance Leadership, also known as School Board Development*, was distributed to each board member.

Dr. Fey reviewed the draft agenda for the upcoming April 15, 2025 workshop. Mr. Mintz requested updates on the DAEP program, summer school, and Fort Hood school relationships. The board debated the timing and effectiveness of summer school planning and the three-year-old program. This item was for information.

Mr. Williams discussed the possibility of regular evening meetings beginning earlier at approximately 4:30 p.m. to accommodate grievance hearings and closed sessions toward the start of the board meeting agenda. This could alleviate the lateness of meetings and the extensive time individuals wait for their grievance hearing.

FUTURE BOARD  
MEETING AGENDAS AND  
TRUSTEE REMARKS

BOARD AND SUPT  
COMMUNICATIONS,  
BOARD OPERATING  
PROCEDURES, DUTIES, &  
RESPONSIBILITIES

At 7:50 p.m., the board convened in closed session for agenda item VII-A, Level III Parent Grievance – K. Hickok, as allowed by Texas Government Code 551.071, 551.0821, and 551.074. At 10:04 p.m., the board reconvened in the open meeting. No action or voting took place in closed session.

(CLOSED SESSION)  
LEVEL III PARENT  
GRIEVANCE – K. HICKOK  
(551.071, 551.0821, 551.074)

As a result of discussions in closed session, Mr. Mintz moved that the board grant the request in part and deny in part, as follows: grant the request for a comprehensive investigation by the district investigator under the supervision of the superintendent to investigate the climate and culture of the Chaparral High School band program; and all other requested relief be denied. Without a second, the motion died.

Mr. Williams called for another motion. Ms. Capito moved to uphold the administrative decision. Mr. Rainwater seconded the motion, which failed 2-2-3, with Mr. Rainwater and Ms. Capito in favor, Ms. Adams and Mr. Mintz opposed, and Mr. Williams, Ms. Jones, and Mr. Gilchrist abstaining. Mr. Williams confirmed failure of the vote reverts the decision back to the Level II grievance; thus upholding the Level II decision.

Mr. Williams called for another motion. Mr. Mintz moved that the board upholds the district decision but direct the superintendent to meet with Ms. Hickok and to conduct further investigation, as warranted, into the climate and culture of the Chaparral High School band program; and all other requested relief as part of the grievance be denied. Ms. Jones seconded the motion, which carried 4-2-1, with Mr. Williams, Ms. Jones, Ms. Adams, and Mr. Mintz in favor; Mr. Rainwater and Ms. Capito opposed; and Mr. Gilchrist abstaining.

At 10:12 p.m., the board convened in closed session for agenda item VII-B, Deliberate Regarding Board and Superintendent Communications, Board Operating Procedures, Board Members Duties and Responsibilities, Pursuant to Texas Government Code 551.074, and agenda item VII-C, Discussion of Personnel Matters, as allowed by Texas Government Code 551.074.

(CLOSED SESSION)  
BOARD AND SUPT  
COMMUNICATIONS,  
BOARD OPERATING  
PROCEDURES, DUTIES, &  
RESPONSIBILITIES

At 10:59 p.m., the board reconvened in the open meeting. No action or voting took place in closed session. No action was needed.

(CLOSED SESSION)  
PERSONNEL MATTERS  
DISCUSSION (551.074)

There being no further business or discussion, Ms. Adams moved to adjourn. By consensus, the meeting adjourned at 11:00 p.m.

ADJOURN

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President

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Secretary