

**WICHITA FALLS INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES  
WFISD ADMINISTRATION BUILDING – BOARD ROOM  
SPECIAL SESSION MEETING JANUARY 12, 2021**

***CALL TO ORDER AND OPENING STATEMENT:***

The Board of Trustees of the Wichita Falls Independent School District met in a special session meeting on the above date. The meeting was called to order at 12:00 p.m. by Mr. Mike Rucker, board president.

As President of the Board of Trustees of the Wichita Falls Independent School District, I, Mike Rucker, hereby call to order the Special Session of the Board of Trustees. Pursuant to Governor Abbott’s Temporary Suspension of Open Meetings Laws issued on March 16, 2020, and consistent with new state and local mandates on public health and social distancing amidst the outbreak of COVID-19, this Special Session of the Wichita Falls ISD Board of Trustees is being conducted via Google Meet, which is available to the public via a link posted on the Board’s website. A quorum of the Board of Trustees may not be physically present at one location.

Board members present: Mr. Mike Rucker, Ms. K. Elizabeth Yeager, Mr. Tom Bursey, Mr. Dale Harvey, Mr. Mark Lukert, Ms. Katherine McGregor and Mr. Robert Payton. Mr. Mike Rucker noted that a quorum was present and the meeting had been duly called and notice of the meeting had been posted for the time and manner required by law.

Staff members present: Mr. Michael S. Kuhrt, Superintendent of Schools, Mr. Tim Sherrod, Chief Financial Officer, Dr. Peter Griffiths, Associate Superintendent, Ms. Debby Patterson, Executive Director of School Administration, Ms. Cyndy Kohl, Director of Human Resources, Ms. Ann Work Goodrich, Communications Specialist, Ms. Denise Brown, Director of Finance, Ms. Lauren Zotz, Director of Purchasing, Mr. Brady Woolsey, Executive Director of Operations, Mr. Shad McGaha, Director of Technology and Ms. Alefia Paris-Toulon, Director of Special Education.

Also present was Ms. Trish Choate, reporter for Times Record News.

***INVOCATION:***

Mr. Mike Rucker gave the invocation.

***PUBLIC COMMENT:***

No public comments for the special session on January 12, 2021.

***SUPERINTENDENT’S REPORT:***

Mr. Michael S. Kuhrt, Superintendent of Schools, gave a report to the Wichita Falls Independent School District Board of Trustees regarding COVID rapid testing at Carrigan for WFISD staff and students. Mr. Kuhrt also discussed COVID vaccines will not be administered at WFISD at this time.

***FINANCIAL SERVICES:***

**RESALE BIDS OF PROPERTY LOCATED WITHIN WFISD:**

Mr. Tom Bursey, seconded by Mr. Mark Lukert, moved that the Wichita Falls Independent School District Board of Trustees approve the resale bids for property located in the Wichita Falls Independent School District.

Carried unanimously by a vote of 7– 0

## **FINANCIAL REPORTS AS OF NOVEMBER 30, 2020:**

Tim Sherrod, Chief Financial Officer, recommended that the Wichita Falls Independent School District Board of Trustees approve the attached year-to-date financial reports and investment reports.

This item will be placed on the consent agenda for the Board of Trustees regular meeting on January 18, 2021.

## **DECEMBER 2020 BUDGET AMENDMENTS:**

Mr. Dale Harvey, seconded by Ms. K. Elizabeth Yeager, moved that the Wichita Falls Independent School District Board of Trustees approve the attached budget amendments to the 2020-2021 budgets.

Carried by a vote of 6– 0  
Ms. Katherine McGregor abstained

## **AGREEMENT FOR CONTINUING DISCLOSURE SERVICES:**

Mr. Tim Sherrod, Chief Financial Officer, recommended that the Wichita Falls Independent School District Board of Trustees approve an agreement for Continuing Disclosure Services by and between Wichita Falls Independent School District, Texas and HTS Continuing Disclosure Services.

WFISD (the Issuer) of bonds, is obligated to file certain annual continuing disclosure information, pursuant to SEC Rule 15c2-12 (the “Rule”) undertakings to disclose to the investing public, on a periodic and continuing basis, certain information, as more fully set forth in such undertakings and as contemplated by the provisions of Securities and Exchange Commission Rule 15c2-12, as amended (the “Rule”). Sentry Management has recommended the district obtain this service.

SEC Rule 15c-12 was originally put in place to improve disclosure practices among municipal issuers. In today’s economic climate, the Rule has only increased in visibility and importance. The Rule prohibits underwriters from buying an issuer’s bonds if they do not file required disclosure information.

The Issuer’s current disclosure requirements include filing certain data and audited financial statements, as well as any applicable material event notices with the Municipal Securities Rulemaking Board (MSRB).

The annual fee for these services are \$3,500 annually. Sentry Management will pay \$3,500 for the first year and Wichita Falls Independent School District will be required to pay \$3,500 a year for a (5) year term that is renewable in (1) year increments thereafter until terminated by either party.

The purchase is a multi-year agreement, which requires the Board of Trustees approval per policy, CH Local.

This item will be placed on the consent agenda for the Board of Trustees regular meeting on January 18, 2021.

Mr. Murphy Davis Sr., with Sentry Management, discussed a rough timeline of key dates and items that need to be completed for the District’s upcoming finance.

## **COOPERATIVE PROGRAM MANAGING FEES REPORT:**

Mr. Tim Sherrod, Chief Financial Officer, presented to the Wichita Falls Independent School District Board of Trustees a report of the cooperative purchasing programs that were utilized during the 2019-2020 fiscal year.

***ADMINISTRATIVE SERVICES:***

**ADOPTION OF THE WFISD 2021-2022 SCHOOL CALENDAR:**

Ms. K. Elizabeth Yeager, seconded by Mr. Robert Payton, moved that the Wichita Falls Independent School District Board of Trustees approve the 2021-2022 WFISD School Calendar.

Carried unanimously by a vote of 7– 0

**WFISD 2020-2021 SPRING SCHOOL CALENDAR:**

Dr. Peter Griffiths, Associate Superintendent, recommended that the Wichita Falls Independent School District Board of Trustees be made aware that the District will have four early release dates in the spring of 2021 to allow teachers some planning time.

At the October 2020 District Advisory Committee (DAC) meeting, the committee members asked if there was a way to increase staff planning time without disrupting too much of the instructional minutes due to staff needing more time. A survey was sent out to teachers as well. District staff brought six early release days to the DAC at the November meeting. After a lengthy discussion, the DAC suggested only four days since January and February already had built-in days for planning. At the December meeting, the DAC was presented and approved the recommendation of the four early release days as follows:

March 3, 2021, March 24, 2021, April 14, 2021 and April 28, 2021 to be recommended as early release days for students.

Per the Texas Education Agency's allowance, if the campuses still remain open for students who do not have access to the internet and may be allowed to stay on campuses, the instructional minutes are not lost. However, the district has additional minutes built in to the calendar to allow missed instructional minutes without needing a waiver, if needed.

No action is needed by the board, only for information and to allow comments.

**NAMING THE NEW SCHOOLS:**

Ms. Debby Patterson, Executive Director of School Administration presented to the Wichita Falls Independent School District Board of Trustees the process for naming the two new high schools.

The Board shall direct the Superintendent or designee to form and chair a naming committee for school buildings. Any individual may submit a nomination form to the Superintendent's office. The naming committee for school building shall review the nomination forms, forward all nominees to the Board, and recommend no more than five names to the Board. The Board reserves the right to consider all nominations.

The process takes approximately 4-6 months.

1. The district is planning to have a committee of 40 members comprised of 10 students, 10 parents, 10 staff and 10 community members. Students and parents will be represented by individuals of interest in serving on the committee who are from grade levels of K-8.
2. Meetings will be held with the naming committee to explain the process, time lines, criteria, and procedures.
3. Nominations for naming the campuses will be accepted by the district for two months.
4. Meetings will be held with the committee to review nominations at the close of the 2 months.
5. Meetings with the committee will result in 5 recommendations for each building to be presented.
6. The agenda item for naming the schools will be on the Board's agenda for 2 consecutive months.
7. During the 2<sup>nd</sup> meeting, the Board will vote to name the building.
8. The Board reserves the right to consider all nominations.
9. Petitions will not be considered.

**DEA (REGULATION) COMPENSATION AND BENEFITS: COMPENSATION PLAN:**

Ms. Debby Patterson, Executive Director of School Administration, recommended that the Wichita Falls Independent School District Board of Trustees be informed concerning the annual compensation notification for employees.

Additional wording is added to DEA (REGULATION) noting a time requirement for notifying staff of any incremental or non-incremental pay increases as a result of the finalized approved budget by the Board.

***INSTRUCTIONAL SERVICES:***

**TEXAS EDUCATION AGENCY ANNUAL REPORT:**

Dr. Peter Griffiths, Associate Superintendent, reported to the Wichita Falls Independent School District Board of Trustees, the annual TAPR Public Hearing is scheduled for 5:30 p.m. on January 18, 2021.

**INNOVATIVE COURSES:**

Dr. Peter Griffiths, Associate Superintendent recommended that the Wichita Falls Independent School District Board of Trustees approve the Innovative courses.

Some students are unable to complete an Endorsement even with a modified curriculum. For these students, they complete most of their state required credits during freshman and sophomore year and then have a large gap in their schedule junior and senior year. WFISD has added Job Readiness I & II as local courses, but I am proposing adding two innovative courses to increase the number of classes we can offer these students, and ultimately better prepare them for life after high school. These courses can satisfy elective credit toward graduation requirements. The two courses being proposed are General Employability Skills and Making Connections I-IV.

This item will be placed on the consent agenda for the Board of Trustees regular meeting on January 18, 2021

***BOARD MATTERS:***

**MINUTES:**

Minutes of a special session, December 8, 2020 and a regular meeting December 14, 2020.

This item will be placed on the consent agenda for the Board of Trustees regular meeting on January 18, 2021.

**2020 BOND ACTIVITY:**

Mr. Michael S. Kuhrt, Superintendent of Schools, discussed a rough timeline of key dates and items that need to be completed for the District's upcoming finance. Mr. Kuhrt also talked about the special meeting on January 28, 2021. Agenda items for the January 28, 2021 meeting will be: Schematic Design Presentation for New High Schools and Athletic Fields for Bond 2021.

**BOND 2021:**

Mr. Michael S. Kuhrt, Superintendent of Schools, reported to the Wichita Falls Independent School District Board of Trustees, that the architects were working with WFISD departments about floor plans for the two new high schools, and Bond 2021 needs to be called on February 9, 2021.

**CONSIDER REZONING APARTMENTS AT 726 SCOTT AVENUE:**

Mr. Michael S. Kuhrt, Superintendent of Schools, presented to the Wichita Falls Independent School District Board of Trustees to reconsider rezoning the apartments at 726 Scott Avenue.

**RECESS:**

Mr. Mike Rucker, board president, recessed the regular meeting to go into closed session at 2:19 p.m.

**CLOSED SESSION:**

1. Personnel Matters Including the Appointment, Evaluation, Reassignment, Duties, Discipline, Dismissal and/or Compensation of Individual District Employees (*Pursuant to Texas Government Code 551.074*)
2. Superintendent’s Annual Evaluation, Contract, and Compensation (*Pursuant to Texas Government Code 551.074*)
3. Discussion of Purchase, Exchange, Lease or Value of Real Property (*Pursuant to Texas Government Code 551.072*)

**OPEN SESSION:**

1. Consideration and Possible Action Regarding Superintendent’s Annual Evaluation, Contract, and Compensation
2. Consideration and Possible Action Regarding the Purchase of Real Property and any Improvements Consisting of 6.31 Acres, More or Less, Located at 600 Midwestern Parkway in the City of Wichita Falls, County of Wichita, State of Texas, and Authorize the Superintendent to Negotiate and Execute the Real Estate Sales Contract
3. Consideration and Possible Action Regarding the Purchase of Real Property and any Improvements Consisting of a 6.47 Acre Tract of Land, More or Less, Located near 400 Midwestern Parkway, Block 8, Cherokee County School Lands, County of Wichita, State of Texas, and Authorize the Superintendent to Negotiate and Execute the Real Estate Sales Contract

**RECONVENE:**

Mr. Mike Rucker, board president, reconvened the closed session to go into open session at 3:10 p.m.

**OPEN SESSION:**

**CONSIDERATION AND POSSIBLE ACTION REGARDING THE PURCHASE OF REAL PROPERTY:**

Ms. K. Elizabeth Yeager, seconded by Mr. Dale Harvey, moved that the Wichita Falls Independent School District Board of Trustees authorize Mr. Michael S. Kuhrt to negotiate and execute the Real Estate Sales Contract regarding the Purchase of Real Property and any improvements consisting of 6.31 acres, located at 600 Midwestern Parkway in the City of Wichita Falls, County of Wichita, State of Texas.

Carried by a vote of 6 – 1

***HUMAN RESOURCES:***

**PERSONNEL REPORT:**

Mrs. Cyndy Kohl, Director of Human Resources reported to the Wichita Falls Independent School District Board of Trustees a review of employee resignations/retirements that have been submitted since the last board meeting. The resignations/retirements have been accepted by Mr. Michael S. Kuhrt, Superintendent of Schools, in accordance with the requirements of Policy DFE (LOCAL).

**LETTERS OF RETIREMENT SINCE THE SUBMISSION OF THE LAST BOARD AGENDA:**

**Clerical/Auxiliary/Support**

Elmes, James – Building Tech, Maintenance (12/31/2020)

**LETTERS OF RESIGNATION SINCE THE SUBMISSION OF THE LAST BOARD AGENDA:**

**Professionals**

Camp, Sandra – Teacher, Franklin (12/18/2020)  
Cunningham, James – Counselor, Ed Center (1/8/2021)  
Risner, Wendy – Counselor, Rider (12/18/2020)

**Clerical/Auxiliary/Support**

Brown, Danyale – LVN, Barwise (12/18/2020)  
Gaitan, Teresa – Aide, Jefferson (12/18/2020)  
Gruenes, Michelle – Aide, Sheppard (1/20/2021)  
Lee, Savanna – Aide, Franklin (12/18/2020)  
McGaha, Alexandra – Aide, Franklin (12/18/2020)  
Pack, Charles – Building Tech, Maintenance (12/16/2020)  
Schenk, Cassey – Aide, Barwise (12/18/2020)

**TEACHER APPLICANT POOL:**

Mr. Mark Lukert, seconded by Mr. Robert Payton, moved that the Wichita Falls Independent School District Board of Trustees approve the proposed teacher applicant pool (Exhibit A).

Carried unanimously by a vote of 7 – 0

**ADJOURNED:**

No further action and meeting was adjourned at 3:12 p.m.

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President, Board of Trustees

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Secretary, Board of Trustees