

# 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 July 14, 2008, beginning at 6:30 PM in the Central Office, 400 Ann Street, Brackettville.

Members Present: John Paul Schuster, Mark Frerich, Sondra Meil, Dan Laws, Tony Molinar, Brad Coe, Tony Ashley

Administrators: Paula Renken, Alma Gutierrez, Frank Taylor

Guests: Debbie Smith, Susan Esparza

1. CALL TO ORDER / ESTABLISH QUORUM

Presenter: JOHN PAUL SCHUSTER

A. MOMENT OF SILENCE & PLEDGE OF ALLEGIANCE

The meeting was called to order at 6:37 p.m., with a quorum present.

Following a moment of silence, Sondra Meil led the Pledge of Allegiance.

2. OPEN FORUM

Presenter: JOHN PAUL SCHUSTER

Debbie Smith (Parent) – Regarding May 21, 2008, incident at the Band Hall. Mrs. Smith stated she was not made aware of the incident until that evening, and voiced concerns that the school did not notify her. She also did not feel the boy's punishment of one day in D-hall was fair, adding she wanted it made emphatically clear to all that she did not want her granddaughter in any classes with the boy.

Board President John Paul Schuster asked Mrs. Smith to work with the Administrator and Mrs. Stone, referring her to policy FNC if in the future she decides to file a formal complaint.

Administrator Frank Taylor stated Louisa Stone has already addressed her request. Mr. Taylor assured her that both her granddaughter and the boy's schedules are such that they will not be in the same class.

3. MINUTES

Action Item

Presenter: JOHN PAUL SCHUSTER

Discussed MOU and substitute pay issue, with no changes noted.

A motion was made by Sondra Meil to approve minutes for the June 9, 2008, regular meeting, and June 24 & 30, 2008 special meetings. Dan Laws seconded. The motion carried unanimously.

4. BUSINESS & FINANCE

Presenter: MARLA MADRID / PAULA RENKEN

A. RECAP OF REVENUE & EXPENDITURES

Presenter: MARLA MADRID

A recap for the month of June was reviewed by the board. The recap ends the 07-08 school year. The district is not expecting any more items to be paid out under the 07-08 year. The July recap will allow the board to see the start of a new school year.

B. CHECK RUN

Presenter: PAULA RENKEN

The board discussed various checks. John Paul Schuster suggested a holding a meeting in November or during the Spring semester to have a lesson on how the newly installed smart boards work. Paula Renken noted district gas lines have been pressure checked and mapped. Several minor leaks were found, one in a room not being used, another at the new concession stand. These have been fixed with the cost coming under \$1,000. Plans are to have maintenance supervisor Javier Valdez certified to do any future pressure testing for the district.

5. SHARED SERVICES ARRANGEMENT INTERLOCAL  
ELECTRICITY PROCUREMENT AGREEMENT

Presenter: JOHN PAUL SCHUSTER

Paula Renken reviewed the Energy for Schools agreement, of which the district is already in a partnership with. Payments would be made by the district to Deer Park ISD, they in turn would pay Reliant Energy. The district can withdraw from the agreement at anytime. A recommendation was made by Paula Renken to approve the agreement since it will benefit the district.

A motion was made by Tony Ashley to accept the Interlocal Electricity Procurement Agreement as presented. Mark Frerich seconded. The motion carried unanimously.

6. TRUST PROPERTY - 11893, BKTVL, BLOCK T, LOT 14

Action Item

Presenter: JOHN PAUL SCHUSTER

A motion was made by Sondra Meil to accept Dave Crowe's offer of \$100.00 for trust property 11893, BKTVL, Block T, Lot 14. Dan Laws seconded. The motion carried unanimously.

7. LOCAL BOARD POLICY UPDATE 83

Action Item

Presenter: JOHN PAUL SCHUSTER

A second reading of Update 83 was conducted by the board. Discussion centered on timeline issues with the grievance process. Paula Renken recommended leaving current policy as is, at 15 days. Several board members agreed this is the norm around the state. Dan Laws asked the board to consider a less formal process for small school districts, suggesting a workshop to discuss the issue before the start of school. Paula Renken stated the process is not used to punish and every effort is made by the administrators and herself to settle grievances before the allowed number of days. Due to necessary policies needing adoption to be included in the handbooks, a recommendation was made by Paula Renken to adopt Update 83, with the exception of policies DGBA, FNG, and GF, and replacing them with alternates DGBA- version B, FNG-B, and GF-B. In the meantime, Paula Renken will research the three policies further, and if the board decides to address the grievance process, do so in May or June next year.

A motion was made by Mark Frerich to adopt Local Update 83 as recommended by TASB and the Superintendent, with the exception of policies DGBA, FNG, and GF, instead adopting DGBA version B, FNG-B, and GF-B. Tony Molinar seconded. The motion carried unanimously.

The grievance process will be added to the May or June 2009 calendar for further discussion.

8. ADMINISTRATIVE SUMMER REPORTS

Summer school enrollment, campus projects

Presenter: ALMA GUTIERREZ / FRANK TAYLOR

A. JONES ELEMENTARY / INTERMEDIATE

Presenter: ALMA GUTIERREZ

See written report. Alma Gutierrez stated she has moved into her remodeled office. Teaching vacancies include one kinder, one 1<sup>st</sup> grade, one 2<sup>nd</sup> grade, one 5<sup>th</sup> grade, and one 6<sup>th</sup> grade position. Results from the third administration of the TAKS came back today. Only two 5<sup>th</sup> graders remain retained.

B. BJH / BHS / ACADEMY

Presenter: FRANK TAYLOR

See written report. Tomorrow's TAKS will be ELA. Yolanda Rueda has volunteered to chaperone the cheerleaders at camp. Chica Hernandez, the new high school sponsor is unable to attend camp with the girls. Misty Rose has agreed to be the junior high cheerleading sponsor, though Chica will oversee both. Mr. Taylor gave the board a brief overview of the Learn, Lead, Advance to New Opportunity grant program written by Dr. Blessing. Students Victor Cantu, Elidia Molinar, and

Alexis Buecher are participants in the program and will be attending a weeklong academy at the UT Health Science Center. TAKS scores are in, four 8<sup>th</sup> graders failed. The grade placement committee will meet to discuss the situation.

Frank Taylor commented on the incident that occurred on the 28<sup>th</sup> with Mrs. Smith's granddaughter. Mr. Taylor stated he knew the boy and felt the student showed genuine remorse for what he said. Mr. Taylor added he did not consider it a terroristic threat, more as making fun of her for being skinny, and not intending any physical harm. Labeling the incident as a terroristic threat would have required immediate removal and filing charges with the sheriff, etc. Mr. Taylor stated in this incident he did not feel charges were warranted, but this option is open to the parents.

9. SUPERINTENDENT'S REPORT

Information & updates on projects and events.

Presenter: PAULA RENKEN

A. CONSTRUCTION UPDATES

Presenter: PAULA RENKEN

Covered Play Court

AEP came back with a proposal to go underground. Paula Renken recommended simply moving one existing pole ten feet, since we are no longer continuing with the classroom addition/expansion project. Having spoken with John Graves, the project was only 60% complete and the engineers had not started. There is no need to go underground now.

Football Field Concession Stand

The sidewalk must be raised up for the handicapped. Several options are open, one is to handle this as a change order.

Alma Gutierrez has moved into her new office.

B. UPDATES FROM TASB S.L.I.

Presenter: PAULA RENKEN

As a result of attending the Summer Leadership Session:

- Board members were given an acronym list.
- An annual calendar of events and deadlines for the board is in the works. The calendar may be ready for the August meeting.
- The board was reminded to look at setting a team building session.
- Names can be used in public session, with the person being held responsible for slander.

C. CONSENT AGENDA

Presenter: PAULA RENKEN

Having expressed an interest in a consent agenda, the minutes, finance, and administrative reports would need to go out early enough for board members to review and call the superintendent for additional information. Only items on the consent agenda would be mailed as a hard copy, the Monday before a scheduled meeting. These items would then fall under one motion. Consent agenda reports would be due by noon on the 7<sup>th</sup> day (Monday) before a meeting. In order to make these changes, the board would need to revise local board policy BE. Adoption of BE will be included on the August agenda.

Dan Laws and John Paul Schuster met with the auditors on Tuesday. Both shared what they learned about funding and the finance process. Two representatives for the board will meet annually with district auditors.

The district will have to go out for bid in order to purchase vehicles. Fleet sales, with Toyota out of Houston, has three basic 2008 Prius models the Police department does not want for \$22,300 each, leaving the district room for negotiation. The vehicles get approximately 40 miles per gallon. There is a six to eight month wait for 2009 models. Once a bid is worked up, the district will advertise for one week. Sixty thousand was budgeted for vehicle purchasing.

**A break was called for at 8:23 p.m., with the board convening into a closed session at 8:36 p.m., pursuant to 551.074, personnel matters.**

10. \*PERSONNEL

Pursuant to Gov't Code 551.074.

Presenter: JOHN PAUL SCHUSTER

A. LETTERS OF RESIGNATION

Action Item

Presenter: JOHN PAUL SCHUSTER

B. RECOMMENDATIONS FOR HIRE

Action Item

Presenter: PAULA RENKEN

1. ELEMENTARY COUNSELOR

Presenter: ALMA GUTIERREZ

2. ELEMENTARY TEACHER(S)

Presenter: ALMA GUTIERREZ

3. SECONDARY TEACHER

Presenter: FRANK TAYLOR

C. MID-YEAR SUPERINTENDENT EVALUATION / GOALS & CONTRACT

Presenter: JOHN PAUL SCHUSTER

**The board reconvened into open session at 11:22 p.m., and took the following action:**

A motion was made by Sondra Meil to accept letters of resignation from Tara Edwards, Aracelie Wiebush, and Cynthia Welch. Tony Molinar seconded. The motion carried unanimously.

A motion was made by Mark Frerich to hire elementary counselor Kimberly Ilse as recommended by the superintendent. Dan Laws seconded. The motion carried unanimously.

A motion was made by Dan Laws to hire elementary teacher (Fleta) Jeanette Allison as recommended by the superintendent. Tony Ashley seconded. The motion carried unanimously.

A motion was made by John Paul Schuster to hire secondary teacher/coach Jose Alvarado as recommended by the superintendent. Sondra Meil seconded. The motion carried unanimously.

A motion was made by Dan Laws to approve a salary of \$79,427.00 per year for the superintendent, with no other changes to her contract. Tony Molinar seconded. The motion carried unanimously.

11. OPEN FORUM

Presenter: JOHN PAUL SCHUSTER

No guests were present for open forum participation.

12. ADJOURN

Presenter: JOHN PAUL SCHUSTER

With no objections, the meeting was adjourned at 11:25 p.m.

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John Paul Schuster, Board President

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Dan Laws, Secretary

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Date

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Date