

# 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 March 19, 2007, beginning at 6:00 PM in the Central Office, 400 Ann Street, Brackettville.

Members Present: Henry Lutz, Ronnie Hobbs, Sondra Meil, Sara Terrazas, Mark Frerich, John Paul Schuster

Members Absent: Tony Ashley

Administrators: Paula Renken, Frank Taylor, Alma Gutierrez

Guests: John Graves Jr., Marla Madrid, Susan Esparza

### 1. CALL TO ORDER / ESTABLISH QUORUM

Presenter: HENRY LUTZ

The meeting was called to order at 6:04 p.m., with a quorum present. Following a moment of silence, Henry Lutz led the Pledge of Allegiance.

### 2. OPEN FORUM

Presenter: HENRY LUTZ

No guests were present for open forum participation.

### 3. TRACK FIELD PROJECT/ WATER TOWER

Presenter: ARCHITECT JOHN GRAVES JR. / PAULA RENKEN

The City has started on the water tower. Items needing additional work at the track field include the toilet in the concession stand. It did not work until a booster was put on the pump. The main problem seems to be when the pump is on for the sprinklers, the concession stand has no water. Mr. Graves stated a large booster (40 PSI) is needed for the concession stand. Also needing attention is the handicap access which needs additional dirt. A retainage fee is being held on the track until the irrigation system and pumps are working correctly. The drinking fountains are in. The track is being used by students and seems to be working well. The grass is growing. Mr. Bizzell's work is 99% complete. The district will pay all but \$9,000, to be used for minor repairs. Other items completed include replacement of a wall mounted hot water heater, a building erected for the pump, and pouring of a cement slab in back of the stand. Plans are for a fire hydrant to go in across the street. Once in, all lines will then be flushed to clear out debris.

### 4. MINUTES

Presenter: HENRY LUTZ

A. RETRACTION & RESUBMISSION: REQUESTS FOR RESIGNATION AND RETIREMENT, ITEM 20

Minutes to reflect requested changes.

Presenter: PAULA RENKEN

Correction to item 16C, add "s" to Bower. Item 20, Mrs. Curry requested her previous letter be amended to "resignation." Mr. Frerich requested his previous letter be amended to "retirement."

A motion was made by Sondra Meil to approve minutes for the February 12, 2007, regular board meeting as presented, to include the amendments and correction as presented. Henry Lutz seconded. The motion carried unanimously.

5. BUSINESS & FINANCE

Presenter: PAULA RENKEN / MARLA MADRID

A. RECAP: REVENUE & EXPENDITURES

Presenter: MARLA MADRID

The February recap includes a large January payment from the Kinney county tax appraisal office. Very little state money is in. April 2<sup>nd</sup> is the deadline for all purchase orders.

B. CHECK RUN

Presenter: PAULA RENKEN

Checks discussed:

- Dr. Arthur Flores (\$1,054.50) consultation fees are paid directly to him, though he works through Cluster Five.
- Proceeds (\$738.00) from Thanksgiving dinner have been transferred to BISD scholarship fund.
- Trevino Electric Service (\$509.76) installed drop plugs for an automated inspection system at the bus barn. All stickers and forms will now be done on-line.

C. AMENDMENT(S)

Presenter: MARLA MADRID

A *revised* list of amendments was handed out to board members.

Amendments include the set-up of an additional budget for federal funds for CATE, additional budget balance of federal funds pending approval of our OEYP grant for summer school, and set-up of a budget for the Junior High and High School Texas Excellence Grant. [See Revised Budget Amendments with agenda.]

A motion was made by John Paul Schuster to approve the *revised* budget amendments as presented. Sara Terrazas seconded. The motion carried unanimously.

D. RESOLUTION FOR RENEWAL OF BANK DEPOSITORY CONTRACT

Presenter: MARLA MADRID

Bank and Trust President Lynn McCarson agreed to renew our same bank depository contract thru 2009. District fees are the same as for commercial accounts on returned checks, stop payments, number of checks issued, number of deposits, etc. The district collects any fees on returned checks.

A motion was made by Sara Terrazas to adopt a resolution for the renewal of our bank depository contract as presented for an additional two years. Sondra Meil seconded. The motion carried unanimously.

6. SCHOOL HEALTH ADVISORY COUNCIL, ADD VOLUNTEER

Presenter: PAULA RENKEN

Members of the 2006-2007 School Health Advisory Council were approved at the February 12, 2007 meeting. Since then, another parent has volunteered to on the council. Nurse Ostby's goal is to have more parents on the council, instead of employees of the district.

A motion was made by John Paul Schuster to approve the addition of parent Melissa Koontz to the School Health Advisory Council. Mark Frerich seconded. The motion carried unanimously.

7. ADMINISTRATIVE REPORTS

Enrollment, discipline reports, and current events.

Presenter: ALMA GUTIERREZ / FRANK TAYLOR

Jones Elementary/Intermediate (Alma Gutierrez)

Enrollment: 330 Discipline: 14

Refer to written report. Four students enrolled today, two from Michigan and two as a result of parent custody. TAKS results were received from Test Coordinator Cathy Lutz. A faculty meeting was held today to discuss results. Nineteen 5<sup>th</sup> grade students did not pass Reading. These students will be grouped in three's and tutored every day after school. All nineteen parents were met with before Spring break, two were phone conferences. There are twenty days before the next TAKS Reading exam. Several teachers have volunteered to work with the students to get them ready. Judy Burks, one of the volunteer teachers, has a very structured tutorial program that has shown excellent results for our third graders on the TAKS.

BJH/BHS/BEA (Frank Taylor)

Enrollment: 291 Discipline: 20

Refer to written report. Staff development is ongoing. Twenty-three presentations were given by thirty-six presenters on Career Day. Credit was given to Louisa Stone, Yolanda Reuda, Cindy Brant, and Shatona Hicks for their work setting this up. The program was very positive for the students. TAKS scores in. None of the Seniors that "retested" passed. They will have one more chance before graduation. Teachers will be working with them before, during and after school. Two girls were in a fight, neither student had any injuries. Money received from the Texas Educators Excellence Grant will be discussed at the next faculty meeting.

## Special Education

Total in district: 78    Speech only: 15

Alma Gutierrez shared several special education elementary success stories.

### 8. SUPERINTENDENT'S REPORT

Presenter: PAULA RENKEN

The district has several job vacancies that we will run an ad for:

- Custodian - we had one who resigned today
- Elementary Counselor - Melanie Jones has decided to stay with special education.
- Science (Secondary) - Cathy Lutz will move up next year.
- Migrant / ESL Clerk – a paraprofessional is needed to help with language barriers with students, will also help Hector Jimenez.

An update on the dog bite, it did not occur on school property. Deputy Chism is investigating the incident. A hearing is scheduled for Wednesday, at 9:30. The district received a letter from the dog's owner stating it happened on their property. The district has contacted TASB. We have not contacted the person involved. Her name will remain on the substitute list but she will not be called until the situation is cleared up.

TEA has approved our district for the Optional Flexible Year Program for 2007-2008.

The April board meeting will be moved to the 16<sup>th</sup>, not the 9<sup>th</sup>.

Textbook adoption will be included on the agenda for next month. Selections will be made then.

Gracie Mata has been approved to work overtime in case her daughter's baby comes early.

Student laptops will also be included on the agenda next month. The technology committee saw a different side after visiting Pleasanton ISD.

The new cafeteria program is coming in. The scanners are in and equipment is ready to be set-up. We will do hand statements for one more month. A data base will need to be built before the program can take off. Several complaints have come in, one about the forks not being clean. The soap used may be the cause, it discolors them. The cafeteria is checking to make sure they are clean. The School Health Advisory Council will look at how many snacks students are eating, some are spending up to \$3.50 per day. A solution may be to limit them to one per day. Another complaint has been about the food not tasting good. The cafeteria will look for new recipes. We currently save money buying COOP but its pre-processed. We may want to go back to our own cooking. Portion size is regulated by state. Our new program has a menu planning module which may help. Honey Bee should be back to work on the 28<sup>th</sup>.

An update on the Fulton street closure, staff has adjusted to not parking there. The street is more open now and it does make a difference. To make this permanent we may want to paint and post "no parking at anytime" signs. Cones could also be used in the middle of the street.

**A short break was called for at 6:59 p.m., with the board convening into a closed session at 7:30 p.m.**

9. \*CONSULTATION WITH SUPERINTENDENT  
Pursuant to Gov't Code 551.074, Personnel.  
Presenter: PAULA RENKEN
  
10. \*PERSONNEL, PURSUANT TO GOV'T CODE 551.074  
Presenter: HENRY LUTZ
  - A. \*CONSIDER RENEWAL/APPROVAL OF  
PROFESSIONAL TERM CONTRACTS, 2007-2008  
Presenter: PAULA RENKEN
  - B. \*CONSIDER RENEWAL/APPROVAL OF NON-  
CERTIFIED CONTRACT, 2007-2008  
Presenter: PAULA RENKEN
  - C. \*CONSIDER RENEWAL/APPROVAL OF  
PROFESSIONAL PROBATIONARY CONTRACTS, 2007-  
2008  
Presenter: PAULA RENKEN
  - D. \*LETTER OF RESIGNATION  
Presenter: HENRY LUTZ
  - E. \*RECONSIDER SUPERINTENDENT EVALUATION  
Presenter: HENRY LUTZ

**The board reconvened into open session at 9:20 p.m., and took the following action:**

Professional Term Contracts

A motion was made by Ronnie Hobbs to renew all professional term contracts as recommended by the Superintendent. Mark Frerich seconded. The motion carried unanimously.

Non-Certified Contract

A motion was made by Sara Terrazas to renew the non-certified contract as recommended. Henry Lutz seconded. The motion carried unanimously.

Professional Probationary Contracts

A motion was made by John Paul Schuster to renew the professional probationary contracts as recommended by the Superintendent. Mark Frerich seconded. The motion carried unanimously.

Letter of Resignation

A motion was made by Sondra Meil to accept a letter of resignation as requested by 5<sup>th</sup> grade teacher Amanda Edgar. Sara Terrazas seconded. The motion carried unanimously.

11. OPEN FORUM  
Presenter: HENRY LUTZ

No guests were present for open forum participation.

12. ADJOURN

Presenter: HENRY LUTZ

With no objections, the meeting was adjourned at 9:23 p.m.

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Henry Lutz, Board President

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Sara Terrazas, Secretary

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Date

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Date