

ADDENDUM

Minutes of Board Meeting
The Board of Education
Levelland ISD

Vol. 47

A Regular meeting of the Board of Trustees of Levelland ISD was held Wednesday July 30, 2025, beginning at 6:00 PM in the Administration Building Boardroom, 704 11th Street.

Members Present: President Carrie Ellis, Vice President Mike Stafford, Sec. Treva Potter and Members Matt Buxkemper, Gary Bridges, Joyce Johnson

Members Absent: Member Brooke Obenhaus

School Officials Present: Interim Superintendent David Foote, Assistant Superintendent Rodney Caddell, Chief Financial Officer Teresa Montemayor, Director of Curriculum & Special Programs Donna Pugh, Director of Special Education Lacey Doster, District Assessment Coordinator Terri White, Public Relations Specialist Cristal Isaacks and Secretary to the Superintendent Crystal Hill

Media Present: None present

1. Invocation/Pledge of Allegiance

Secretary Potter gave the invocation and led the Pledge of Allegiance.

2. Call to Order

President Ellis called the meeting to order at 6:10 p.m. and declared a quorum.

3. Public Forum

There were no speakers to present

4. Consent Item

A motion to approve the consent items as presented was made by Secretary Potter and seconded by Vice President Stafford and passed unopposed to approve the following:

A. Approval of Minutes

Approval of minutes for:
June 23rd, 2025 regular meeting

June 24th, 2025 special meeting
July 7th, 2025 special meeting
July 8th, 2025 special meeting

B. Approval of Superintendent Credit Card Expenses

Approval of the credit card expenses for the month of June for the Superintendent.

5. Consider Financial Report

Teresa Montemayor, CFO, presented the financial report for the period ending June 30, 2025. She discussed each fund, and answered questions regarding the financials as needed. Vice President Stafford made a motion to approve the financial report. Trustee Johnson seconded the motion and it passed unopposed.

6. Set Date, Time and Location for Public Hearing to Discuss Proposed Budget and Proposed Tax Rate

Teresa Montemayor, CFO, spoke with the board about setting a date, time and location for public a hearing to discuss proposed budget and proposed tax rate. State law requires a public hearing prior to the adoption of a budget/tax rate. Any taxpayer in the district may be present and participate in the hearing. The Board is required to adopt the budget at this meeting as a separate item on the agenda as well as the tax rate as a separate item. The Board may conduct other business at the meeting properly posted under the Texas Open Meetings Act. The administration is recommending that the Board hold this hearing at the regular board meeting to be held August 20, 2025. The administration is recommending a possible tax rate of \$0.9742.

The Board will have a Public Hearing for the Tax Rate on the Aug 20th 2025 during the Regular Board meeting as an agenda item. Vice Pres. Stafford made the motion to approve the hearing date, time and location. Trustee Bridges seconded the motion and it passed unopposed.

7. Consider TASB Policy Update 125

David Foote, Interim Superintendent, presented Policy Update 125 and went over the changes to the local policies and answered questions as needed. Trustee Buxkemper made a motion to approve Policy Update 125. Secretary Potter seconded the motion and it passed unopposed.

8. Consider Policy Update as a result of the 89th Legislative Session

David Foote, Interim Superintendent, presented the Policy update from 89th Legislative Session.

The following policies that need to be adopted before school starts:

- *FM(LOCAL) and FD(LOCAL) Homeschool Students and UIL activities.
- *FNCE (LOCAL) Cell Phone
- *EFB(LOCAL) Instructional Resources (Library Material)

Secretary Potter made a motion to approve the updated policies. Trustee Johnson seconded the motion and it passed unopposed.

9. Consider Student Code of Conduct

Dr. Matthew Birdwell, Principal at Levelland High School presented the Student Code of Conduct. The Levelland Independent School District's Student Code of Conduct is designed and patterned from the Texas Association of School Boards model that will communicate to students, parents, school staff, and the community exactly what is expected of students and how misconduct will be handled. State law requires that all changes to the Student Code of Conduct be board adopted. The Code stands as an authoritative document on its own and, once adopted, has the force of policy.

Dr. Birdwell answered questions as needed.

Trustee Buxkemper made a motion to approve the 2025-2026 LISD Student Code of Conduct as presented. Trustee Bridges seconded the motion and it passed unopposed.

10. Consider Extracurricular Student Code of Conduct

Rodney Caddell, Assistant Superintendent presented the extracurricular student code of conduct. All students who participate in extracurricular activities are required to adhere to the District's Extracurricular Code of Conduct Policy. There were no changes made this year except for the dates. Vice President Stafford made a motion to approve the 2025-2026 Extracurricular student code of conduct. Trustee Buxkemper seconded the motion and it passed unopposed.

11. Consider Appraisal Calendar and List of Certified Appraisers for 2025-2026

Terri White, District Assessment Coordinator, presented the Texas Teacher Evaluation & Support System (T-TESS), the state adopted evaluation system for teachers. T-TESS is designed to support teachers in their professional growth. T-TESS is a process that seeks to develop habits of continuous improvement, and the process itself best leads to that outcome when appraisers and teachers focus on evidence-based feedback and professional development decisions based on that feedback through ongoing dialogue and collaboration. Secretary Potter made the motion to approve the T-TESS calendar and list of appraisers as presented. Trustee Johnson seconded the motion and it passed unopposed.

12. Consider Texas School Medicaid Direct Services Agreement (Onward)

David Foote, Interim Superintendent, presented Texas School Medicaid Direct Services Agreement. This agreement would replace the agreement we have with BSM to handle our SHARS reimbursement. The board discussed the agreement and agreed they would table the agenda item until August's regular board meeting. Trustee Buxkemper made the motion to table the agreement and Trustee Johnson seconded the motion and it passed unopposed.

13. Consider Proposals for Property and Casualty Insurance

Teresa Montemayor, CFO, presented the interlocal, interlocal Addendum, and Proposal with PCAT. Our Property & Casualty Insurance policy will expire

August 31, 2025. The current proposal compared to our current policy is as follows:

	PCAT 24-25	PCAT25-26	Increase/ (decrease)
Property	\$ 644,135	\$ 637,033	\$ (7,102)
Equipment Breakdown	\$ 11,963	\$ 8,581	\$ (3,382)
Cyber Suite	\$ 22,457	\$ 10,351	\$ (12,106)
General Liability	\$ 4,509	\$ 14,430	\$ 9,921
Educator's Liability	\$ 17,650	\$ 14,643	\$ (3,007)
Automobile Liability	\$ 34,623	\$ 37,277	\$ 2,654
Auto Physical	\$ 40,942	\$ 27,534	\$ (13,408)
Total	\$ 776,279	\$ 749,849	\$ (26,430)

The Texas Association of School Boards (TASB) issued a policy requiring all school districts participating in their Risk Management Fund to also obtain Workers' Compensation Insurance through TASB in order to continue receiving their property/casualty services.

LISD currently holds an active Workers' Compensation contract with Claims Administrative Services (CAS). As a result of TASB's requirement, transitioning to TASB for property/casualty insurance would obligate the District to pay for both the existing CAS Workers' Comp contract and the TASB Workers' Comp coverage—an arrangement that would result in unnecessary and duplicative costs.

Despite this limitation, the District still requested a proposal from TASB in order to fully evaluate all available options. However, TASB was unable to provide a proposal at this time for LISD.

Montemayor answered questions as needed. Trustee Buxkemper made a motion to approve the proposal and Vice President Stafford seconded the motion and it passed unopposed.

14. Review Employee Handbook

Rodney Caddell, Assistant Superintendent, presented the updated 2025-2026 Employee Handbook and answered questions as needed.

15. Review Student Handbook

Matthew Birdwell, High School Principal, presented the updated 2025-2026 Student Handbook and answered questions as needed.

16. Review New Teacher Contracts

There was nothing to present.

17. Reports

A. Academic Report

Donna Pugh, Director of Curriculum & Special Programs, presented the academic report and strategies each campus will be using to improve STAAR scores.

B. Survey Action Plan Report

Donna Pugh, Director of Curriculum & Special Programs, presented the Survey Action Plan Report and Evaluation 2024 – 2025 which is based on results from the 2023-2024 surveys of students, staff, parents & community. Director Pugh answered questions as needed.

C. Budget Parameters

Teresa Montemayor, Chief Financial Officer, went over the Budget Parameters for the 2025-2026 School Year. The purpose is to develop parameters that enable the district to provide a financially solvent budget that meets all short term and long term obligations and is aligned to the vision, mission, and goals alignment with the LISD balanced scorecard. She went through the budget parameters and answered questions as needed.

D. SHAC Report

Rodney Caddell, Assistant Superintendent, presented the Student Health Advisory Council meeting report and answered questions as needed.

Items listed include:

Levelland ISD's Student Health Advisory Council (SHAC) is required to meet at least four times during the school year. The council is comprised of parents and district staff.

Student Health Advisory Council meetings were held on the following dates:

- August 8, 2024
- October 15, 2024
- February 11, 2025
- April 15, 2025

Topics covered include:

- AED monthly checks
- Extracurricular drug testing – utilizing school nurses vs. a vendor
- NEIDS meetings
- 1 in 5 program update
- Updates on seasonal ailments
- Measles updates
- Food Service updates

- Menu Planning
- Over-The-Counter standing order to administer OTC products
- Medical Exemptions
- Mental Health training for staff
- Hockley County Child Welfare Board
- CPR summer training
- Stop The Bleed training
- Nurse campus assignments for 25-26 school year

E. Safety and Security Committee Report

Rodney Caddell, Assistant Superintendent presented the Safety and Security Committee Meeting Report. He went over the following information and answered questions as needed.

Levelland ISD's Safety and Security Committee consists of members of local law enforcement, fire department, office of emergency management, EMS, school resource officers, school and district administrators, school board president and another board member, parents, and teachers. The committee is required to meet three times a year – once in the fall semester, once in the spring semester, and once during the summer.

The committee met on July 9, 2025 and discussed the following topics:

- District Vulnerability Audit (DVA) – 2025-2026 School Year
- Emergency Operations Plan Update (Basic Plan and Active Threat for Schools Annex). Due to Texas School Safety Center by October 2, 2025
- ALICE Training
- Cell Phone Policy Changes per HB 1481
- Vaping (E-Cigarettes) Policy Changes
- Mental Health Training for Staff
- Safety Allotment Funds

F. Superintendent Report

Mr. Foote went over the following items and answered questions as needed.

- Superintendent Transition
- TASB Convention - September 11 -14, 2025 in Houston
- Comments

- 89th Legislature
SB 571/HB 4623 Reporting Misconduct
SB12 Parental Rights and Grievances
Special Session STAAR Test and
Spending Caps on Taxing Entities
Federal Funds

G. Board Report

There was nothing to report at this time.

18. Personnel

Rodney Caddell, Assistant Superintendent, presented the following personnel for the board's information. On January 13, 2022 DC(LOCAL) was amended to delegate authority to the Superintendent to hire all professional staff with the exception of administrative positions in order to secure a teacher, diagnostician, LSSP, counselor, therapist, school nurse, etc.

A. Professional New Hire

The Superintendent has approved the hiring and contracts for the following professionals:

Lindsay Hutchinson (effective 8/5/25)	LABC	1 st Grade Teacher	Professional Probationary Contract with Addendum
Kristin Stecklein (effective 8/5/25)	South	4 th Grade ELAR Teacher	Professional Probationary Contract with Addendum
Sara Maddox (effective 8/5/25)	South	4 th Grade Math Teacher	Professional Probationary Contract with Addendum
Marco Morgan (effective 8/4/25)	LMS	Girls Coach / History Teacher	Professional Probationary Dual Assignment Contract with Addendum
Collin Flemons (effective 8/5/25)	LHS	Social Studies Teacher / Assistant Girls Coach	Professional Probationary Dual Assignment Contract with Addendum

Sandra Hudson (effective 8/5/25)	LHS	English Teacher	Professional Probationary Contract
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B. Personnel Information

Mr. Caddell informed the board of the following personnel retirement, auxiliary new hire, resignation, and change of assignments:

Resignations

Kelsie Castaneda (effective 5/21/25)	TA	LABC
Bethany Chavarria (effective 5/21/25)	TA	LABC
Eunice Rodriguez (effective 5/21/25)	Bilingual Teacher	Capitol
Mecca Speelhoffer (effective 5/21/25)	Teacher	Capitol
Kristen Williamson (effective 5/21/25)	Office Aide	LMS
Alexis Saunders (effective 5/21/25)	TA	LMS
Amanda Jones (effective 5/21/25)	TA	LMS
Courtney Buxkemper (effective 5/21/25)	Athletic Director Secretary	LHS
Adam Oliva (effective 6/30/25)	Maintenance / Transportation Director	Maintenance Transportation

Auxiliary New Hires

Debbie Nelson (effective 8/5/25)	Special Ed. TA	LABC
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Gabriella Niavez (effective 8/5/25)	Pre K TA	LABC
Kasey Castellano (effective 8/5/25)	Pre K TA	LABC
Cynthia Saenz (effective 8/5/25)	Kindergarten TA	LABC
Catalina Levens (effective 8/5/25)	Office Aide	LMS
Payton Holm (effective 8/5/25)	Inclusion Aide	LMS
Denise Gonzales (effective 7/28/25)	Principal's Secretary	LMS
Darlene Lopez (effective 8/5/25)	ISS Aide	LMS
Jennifer Marinelarena (effective 8/5/25)	Inclusion Aide	LMS
Cody Brown (effective 8/5/25)	Inclusion Aide	LMS

Change of Assignments

Jennifer Grant (effective 8/5/25)	From: Capitol To: Capitol	Sped Teacher 4 th Grade Math
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Retirements

None

BOARD ACTION REQUIRED

None

19. Executive Session

The Board of Trustees retired to executive session at 9:32 p.m. and convened at 9:41 p.m. to discuss personnel. The Board of Trustees ended executive session at 10:55 p.m.

20. Open Session

The Board reconvened in open session at 10:56 p.m.

21. Adjourn

The meeting was adjourned at 10:56 p.m. Trustee Buxkemper made the motion to adjourn, it was seconded by Trustee Johnson and passed all in favor.

Carrie Ellis, President

Treva Potter, Secretary