

**AT A BOARD WORK STUDY OF THE BOARD OF TRUSTEES OF THE ECTOR COUNTY INDEPENDENT SCHOOL DISTRICT HELD AT THE ADMINISTRATION BUILDING CONFERENCE ROOM A/B – 3<sup>rd</sup> FLOOR - 802 NORTH SAM HOUSTON, ODESSA, ECTOR COUNTY, TEXAS, AT 6:00 P.M., November 8, 2016 WITH THE FOLLOWING MEMBERS:**

**Present:**

Ray Beaty, D.C.  
Dr. Steve Brown  
Teri Ervin  
Carol Gregg  
Nelson Minyard  
Dr. Donna C. Smith  
Doyle Woodall

**Absent:**

**School Officials:** Mike Adkins, Tom Crowe, Carolyn Gonzalez, David Harwell, Wendy Hines, Brian Moersch, Kellie Wilks

**Others:** Mike Atkins, Gloria Phillips, Bertsabe Salcido, Ashley Perales, Jason Osborne, Marlane Burns, David Morris, Carla Byrnes, Cheryl Cox, Carolyn Gonzalez, Michael Neiman, David Heath, Charles Carlson, Ruth Campbell, Cynthia McNabb, Mary Franco

**23537** **Meeting Called to Order:** Teri Ervin, Board President, called the Board of Trustees Meeting to order at 6:04 p.m.

*(The discussion of Item I, appointment of SHAC member was moved to be heard at the beginning of the meeting.)*

**23538** **Discussion of Request for Approval of Permian High School Satin Strings Out-of-State Travel to Canada:** Superintendent Tom Crowe presented this item for discussion. Permian High School Satin Strings is requesting permission for approximately 33 students to travel to Canada from June 1 – June 17, 2017. Students will miss zero days of instruction and the cost of the trip will require fund raising and personal funds. Our students are being invited to take part by presenting a program of diverse pieces. This unique educational experience will give students the opportunity to perform in exciting locations that offers much more than the typical school trip.

No action required.

*(This item will be presented for board approval at the November 15, 2016 meeting.)*

**23539** **Discussion of Request for Approval of Innovative Courses:** Executive Director of Career & Counseling Services Carla Byrne provided information on two innovative courses, Advanced Culinary Arts and Oil & Gas Production to be added for next school year. The Texas education Agency has altered the credit counts of many Career & Technical Education courses for the coming year, therefore it is necessary to add Advanced Culinary Arts to the Culinary pathway.

A partnership is also underway with the University of Texas of the Permian Basin to pair Oil & Gas Production with the college course Petroleum Engineering. As required by TEA, these innovative courses will be presented to the Board for approval.

No action required.

*(This item will be presented for board approval at the November 15, 2016 meeting.)*

**23540**     **Presentation: District Continuous Improvement Plan (DCIP) Quarterly Update:** Superintendent Tom Crowe provided Trustees with a brief presentation highlighting steps that have been taken through September and October to achieve the District's priorities.

No action required.

**23541**     **Discussion of Request for Approval Quarterly Investment Report:** Chief Financial Officer David Harwell presented this item for discussion. . The report represents investments for the months of July 2016 - September 2016. The District's investments are governed by state laws and local policies. Every effort is made to maximize investment earnings while protecting the District's assets.

The report represented is in compliance with legislation that requires quarterly reporting.

No action required.

*(This item will be presented for board approval at the November 15, 2016 meeting.)*

**23542**     **Presentation of District's FIRST (Financial Integrity Rating System of Texas) Report:** Chief Financial Officer David Harwell presented this item for discussion. Of 15 indicators on the FIRST report ECISD passed 14 and scored well enough to merit a superior rating. However, the one indicator missed is an all or nothing rating. Mr. Harwell reported to Trustees that the District had received a Failed rating due to one late payroll tax payment to the IRS. In February 2015 the District was closed due to an ice storm and unfortunately that was also the day the payroll tax payment was due. The District has since put systems into place to avoid similar circumstances in the future.

There was no public comment on the report.

No action required.

**23543**     **Discussion of Request for Approval of Budget Amendment #2:** Chief Financial Officer David Harwell presented this item for discussion. This budget amendment reflects a net decrease in Fund Balance – General Fund of \$4,660,927 which includes funding for 2016-2017 retention incentive payments for teachers, aides, and all paraprofessionals and certified nurses. The amendment also includes \$2.5 million for an increase in substitute pay.

No action required.

*(This item will be presented for board approval at the November 15, 2016 meeting.)*

**23544**     **Discussion of Request for Approval of Annual Financial Report:** Chief Financial Officer David Harwell presented this item for discussion. Mr. Harwell presented the overall report for the year ended June 30, 2016. Mr. Harwell reported the District's revenues had decreased by just over \$8 million dollars due to a loss of property tax base. Over the last two years the District has seen a decrease of 17% in local property appraisals. Expenditures in 2015-16 increased by \$22.5 million due to the opening of five new schools, construction & building costs, and personnel associated with the transition to a middle school alignment.

Johnson & Miller External Auditor David Heath reported their opinion on the District's general purpose financial statements as unqualified, which is good.

No action required.

**23545**     **Discussion of Request for Approval of Purchases over \$50,000:** Chief Financial Officer David Harwell presented Purchases over \$50,000 as required by Board Policy CH (Local). There was only one contract/purchase that met this requirement, Lead4ward for professional development.

No action required.

*(This item will be presented for board approval at the November 15, 2016 meeting.)*

**23546**     **Discussion of Request for Approval of Appointment of Student Health Advisory Council (SHAC) Member:** Health & P.E. Coordinator Michael Neiman provided Trustees with applications and resumes of those wishing to serve on the Student Health Advisory Council for the Trustees' review and consideration. There is one (1) vacant parent position. The following applications have been received for consideration:

Parent Member  
Sarah Keitges  
Latoya Lopez  
Heather McKenzie

Trustees will be asked to select new members by way of ballot at the November 15, 2016 Board meeting.

No action required.

*(This item will be presented for board approval at the November 15, 2016 meeting.)*

**23547**     **Discussion of Superintendent's Appraisal Instrument:** Trustees discussed the evaluation of the Superintendent. Board of Trustees Steve Brown, Carol Gregg, and Donna Smith drafted a new evaluation form to narrow the focus of the appraisal to academics, financial stability, and human resources with an emphasis on improving classroom instruction. Current district operations data will be used to highlight successes and/or challenges. The purpose of the evaluation is to facilitate discussion not to penalize.

**23548**     **Request for Approval of Closed Meeting – Personnel Matters – Section 551.074 of the Texas Government Code (Discussion of Routine Personnel Report) [Board will deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of public employees of the District]:**

No session held.

**23549**     **Information Items:** The Purchasing Report and the Routine Personnel Report were provided to the Board of Trustees for review.

**23550**     **Adjournment:** Board President Teri Ervin adjourned the Board meeting at 7:24 p.m.

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**Board President**  
Teri Wheat Ervin, MEd

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**Board Secretary**  
Ray Beaty, D.C.