

Minutes of Regular Meeting

The Board of Trustees Millsap ISD

A Regular Meeting of the Board of Trustees of Millsap ISD was held Monday, September 22, 2025, beginning at 6:30 PM in the Millsap Administration Board Room / Media Center, 301 East Brazos Street, Millsap, Texas 76066.

I. Meeting was called to order at 6:30pm.

II. Roll Call: Certification by President that the Provisions of Section 551.041 Sub Chapter C Government Code has been complied with in connection with Public Notice of this meeting and a Quorum is present.

Board members present were Ryan Shands, Daniele Clark, Shelby Humphrey, Beth Adkins, Dr. Heather Hester, Jon Hartman, and Dr. Heidi Ritthaler.

III. Meeting Opening

A. Invocation was given by Jon Hartman.

B. Presentation of Colors by FCCLA members Hazel Stamatis and Jaylon Armstrong.

C. Pledges

IV. Recognition

- New staff member Hannah Sigmon, Communications Officer
- Employees of the Month for August- MES Taci Spencer, MMS Amber Collins, MHS Paige Martinez, and MISD Auxiliary La Nell Strain

V. Public Comment: Persons in attendance at the meeting may request a card to be completed and submitted to the Board President no later than five (5) minutes prior to the meeting. This provides the individual with an opportunity to address the Board during Public Comment. The audience may not enter into discussion or debate with the Board on matters being considered by the Board. No presentations are to exceed five (5) minutes.

The Board may not discuss or act upon any issues that are not posted on the agenda. In addition, the Board has adopted policies to provide prompt and equitable resolution of complaints and concerns for employees, students or their parents, and the general public. Copies of our District policies and procedures on public comment and filing complaints are available at www.millsapisd.net.

None

VI. Unfinished Business

A. Tabled Resolution for Fund Balance Commitments from August 25, 2025

Motion made by Shelby Humphrey to resolve, order, and direct that the Millsap Independent School District commit the following portions of its August 31, 2025 General Fund unassigned fund balance. Second by Daniele Clark. Motion carried 7-0.

B. Tabled Consent Items from August 25, 2025

VII. New Business

A. Discuss and Consider the Resolution for Donation of Property to the City of Millsap for the Proposed City of Millsap Wastewater Treatment Plant as Shown in EXHIBIT A Motion made by Jon Hartman to approve the resolution for donation of property to the City of Millsap for the proposed City of Millsap Wastewater Treatment Plant as shown in EXHIBIT A. Second by Ryan Shands. Motion carried 7-0.

B. Discuss and Consider Execution of a Commitment Letter Confirming that Millsap ISD Will Connect all ISD-Owned Facilities to the City of Millsap Wastewater Treatment System Upon Completion of Construction

Motion made by Dr. Heather Hester to adopt a commitment with the City of Millsap confirming that Millsap ISD will connect all ISD-owned facilities to the City of Millsap Wastewater Treatment System upon completion of construction. Second by Dr. Heidi Ritthaler. Motion carried 7-0.

C. Discuss and Consider Open Records Request Non-Business Days

Motion made by Dr. Heidi Ritthaler to approve the resolution for Millsap ISD to designate 10/9/25, 10/10/25, 12/29/25, 12/30/25, 12/31/25, 2/5/26, 2/6/26, 3/16/26, and 7/03/26 as nonbusiness days for the purposes of Open Records Requests. Second by Shelby Humphrey. Motion carried 7-0.

D. Discuss and Consider a Banking Resolution for Account Authorization

Motion made by Jon Hartman to add William Harper Stewart, James Ray Steen, Jr. and Debra Jo Meng as authorized users and the ability to conduct business for Millsap ISD as listed. Second by Dr. Heather Hester. Motion carried 7-0.

VIII. Superintendent's Report

Information Item

IX. Read and Approve the Minutes of the Special Board Meeting August 25, 2025 and the Regular Board Meeting August 25, 2025

Motion made by Jon Hartman to approve the minutes of the special board meeting August 25, 2025 and the regular board meeting August 25, 2025, as presented. Second by Shelby Humphrey. Motion carried 7-0.

X. Review Bill Payment List for September 2025

Information Item

XI. Consent Items

A. Tax Report

B. Comparison of Revenues and Expenditures to Budget

C. Cash Position of Bank Accounts

D. Acceptance of Gifts

E. Monthly Investment Report

Motion made by Dr. Heather Hester to approve the Consent Items, as presented. Second by Ryan Shands. Motion carried 7-0.

XII. Board Activities

Information Item

XIII. Meeting was adjourned at 7:45pm.

Lori Beth Adkins, President

Dr. Heather Hester, Secretary