

Minutes of Board Meeting  
The Board of Education  
Levelland ISD

Vol. 46 Page

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A Regular meeting of the Board of Trustees of Levelland ISD was held Wednesday, March 24, 2025, beginning at 6:00 PM in the Administration Building Boardroom, 704 11th Street.

Members Present: Pres. Carrie Ellis, Vice Pres. Joyce Johnson, Sec. Treva Potter and Members Mike Stafford, Kay Franklin, and Matt Buxkemper

Members Absent: Brooke Obenhaus

School Officials Present: Superintendent Becky McCutchen, Assistant Superintendent Rodney Caddell, CFO 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

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1. Presentation

Levelland High School National History Day Team Sponsors Sam Dewbre and Jeffrey Braziel, and Students introduced themselves as well as informed the board of what National History Day does and how they create content online to further educate students and our community on moments in history and the importance of knowing how these moments have shaped our American culture.

2. Invocation/Pledge of Allegiance

Trustee Stafford gave the invocation and lead the Pledge of Allegiance.

3. Call to Order

Pres. Ellis called the meeting to order at 6:15 p.m. and declared a quorum.

4. Public Forum

There were no requests to speak at Public Forum.

5. Consent Item

A motion to approve the consent items as presented was made by Trustee Stafford and seconded by Trustee Johnson and passed unopposed to approve the following:

A. Approval of Minutes

Approval of minutes for February 12, 2025 regular meeting.

B. Approval of Superintendent Credit Card Expenses

Approved the credit card expenses for February for the Superintendent.

6. Consider Financial Report

Chief Financial Officer Teresa Montemayor presented the financial report for the period ending February 28, 2025. She discussed each fund, and answered questions regarding the financials as needed. Trustee Buxkemper made a motion to approve the financial report. Trustee Franklin seconded the motion and it passed unopposed.

7. Budget Parameters 2025-2026

Chief Financial Officer Teresa Montemayor 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.

8. Consider Joint Election Agreement and Election Services Contact

Chief Financial Officer Teresa Montemayor presented the Joint Election Agreement and Election Services Contract which authorizes the Superintendent and the Chief Financial Officer to execute the resolution and contract agreement with the City of Levelland, Hockley County, South Plains College and Levelland ISD for the May 3, 2025 election. Secretary Potter made a motion to approve the election services contact as presented. Trustee Stafford seconded the motion and it passed unopposed.

9. Consider and Approve Summer School Calendar

Director of Curriculum & Special Programs Donna Pugh presented the proposed summer school calendar. Designated state, local and federal monies will be used to fund the program. There is a need to provide extended year services to students who need accelerated learning and / or enrichment activities during the summer. Trustee Buxkemper made a motion to approve the summer school calendar as presented. Vice Pres. Johnson seconded the motion and it passed unopposed.

10. Consider Bluebonnet Learning Transition Plan

Director of Curriculum & Special Programs Donna Pugh presented the OER Transition plan for Bluebonnet Learning Instructional Material that is designed to support local educational agencies (LEAs) in the planning, execution, monitoring, and evaluation of the adoption and implementation of State Board of Education (SBOE)-approved, state-developed OER instructional materials known as Bluebonnet Learning. The OER Transition Plan for Bluebonnet Learning Instructional Materials complies with Texas Administrative Code (TAC) §67.1315 for access to the funding entitlement in Texas Education Code (TEC), §48.308.

The OER Transition Plan is required and was presented to allow for bids to be secured and approved if over \$50,000 at the April board meeting. This will allow for purchases to

be made in April so that materials arrive in June or July and are on campuses prior to the onset of the school year.

Trustee Stafford made a motion to approve the OER Transition Plan and Secretary Potter seconded the motion and it passed unopposed.

11. Consider HeadStart Contractual Partnership Agreement

Superintendent McCutchen presented the HeadStart Contractual Partnership agreement. This contractual partnership establishes an agreement between South Plains Community Action Association, Inc. (SPCAA) and Levelland ISD to provide HeadStart services to age and income eligible Pre-K children per the guidelines established by the Department of Health and Human Services (DHHS) and Texas Education Agency (TEA). This agreement provides funding for the period of March 01, 2025, through February 28, 2026 for up to 92 children, under DHHS Grant No. 06CH012152, Assistance Listing Number 93.600.

The Administration recommended the Board of Trustees approve the Pre-K HeadStart Contractual Partnership Agreement with Levelland ISD and South Plains Community Action Association, Inc./HeadStart Division

Trustee Stafford made a motion to approve the Contract and Partnership with SPCAA HeadStart and Trustee Buxkemper seconded the motion and it passed 4-0 with Trustee Johnson and Trustee Franklin abstaining.

12. Consider Revision to Policy BE (LOCAL)

Superintendent McCutchen Presented the Levelland ISD Policy BE (LOCAL) that was approved on 11/17/2022. Policy BE (LOCAL) states that regular meetings of the Board shall normally be held on the second Wednesday of each month at 6:00 p.m.

The Board discussed Policy BE (LOCAL) to determine if there is a need to change the regular meeting date and / or time. The administration asked that the Board consider a revision to Policy BE (LOCAL) to change the regular meeting date to the third Wednesday of each month at 6:00 p.m.

Trustee Buxkemper made a motion to approve the revision on Policy BE (LOCAL) with new meeting date to every third Wednesday of each month. Trustee Stafford seconded the motion and it passed unopposed.

13. Reports

A. Quarterly Report

CFO Teresa Montemayor reviewed the quarterly report ending February 28, 2025. She answered questions as needed

B-C. Campus Reports

Principals from each respective campus were present and gave a brief run-down of what is going on at each site.

D. Athletic Department

Coach Leong spoke about athletic and academic accolades within the athletic department.

E. Student Fundraising Report

Superintendent McCutchen went over the following fundraisers that were submitted and approved.

<u>Date</u> <u>Approved or</u> <u>Denied</u>	<u>Campus</u>	<u>Organization</u>	<u>Fund Raiser Details</u>
2/26/25	LMS SOUTH CAPTIOL	DI	Students advancing to state for Destination Imagination will be selling raffle tickets to win a \$500.00 Visa gift card. Each ticket will cost \$5.00 or you can buy 4 tickets for \$20.00. This will run from February 26 <sup>th</sup> to March 24 <sup>th</sup> . The drawing will happen on the 27 <sup>th</sup> . <b>APPROVED</b>
3/5/2025	LHS	NHD	Students who participate in NHD will be taking donations to fill up their “Bingo Card” The money raised for each student will go towards the State Trip. This will also fund extra activities such as visiting various places while in Austin. This fundraiser will run from March 7 <sup>th</sup> to April 11 <sup>th</sup> . <b>APPROVED</b>
3/3/2025	LHS	FFA	Students who participate in FFA will be selling Butter Braid Pastries from April 1 <sup>st</sup> to April 26 <sup>th</sup> . Profits made from this fundraiser will go towards the State Convention and Summer Activities. <b>APPROVED</b>
2/21/2025	LHS	Baseball	Shirts, hoodies, tanks, shorts and other Levelland ISD apparel will be sold from February 27 <sup>th</sup> to March 5 <sup>th</sup> . This is a fundraiser to provide the community with team gear. Proceeds will go towards future activities for the boy’s baseball team. <b>APPROVED</b>
2/27/2025	LHS	HOSA	Students who participate in the HOSA – Young Health Professionals program will be selling amaryllis bulbs for \$25.00 each. This fundraiser will start February 27 <sup>th</sup> to May 10 <sup>th</sup> . All proceeds will go towards the end of the year banquet and activities.

F. Academic Report

District Assessment Coordinator Terri White presented the upcoming ACT, TELPAS and STAAR test dates and answered questions as needed.

G. Superintendent Report

Superintendent McCutchen reported the following items:

- A) Assistant Superintendent Rodney Caddell presented the 4th Six Weeks Attendance
- B) Maintenance Director Adam Oliva presented the Facilities Update and answered questions as needed.
- C) End of Year Activities Update
- D) Campus Highlight Walks
- E) Chamber of Commerce Trustee Candidate Forum
  - a. SPC Sundown Room - April 8, 2025 at 6:00 pm
- F) Board Activity Calendar - April 2025 – June 2026
- G) Balanced Scorecard Update
  - a. Superintendent Formative Evaluation
- H) Comments

Superintendent McCutchen answered questions as needed.

H. Board Report

There was nothing to report.

13. Personnel

Assistant Superintendent Rodney Caddell 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

There were no professional hires to report at this time.

B. Personnel Information

Assistant Superintendent Caddell informed the board of the personnel retirement, auxiliary new hire, resignation, and change of assignments.

C. Consider Term Contract Renewals

Assistant Superintendent Rodney Caddell presented the Term Contract Renewals and answered questions as needed. Trustee Stafford made the motion to approve Contracts and Trustee Franklin seconded the motion and it passed unopposed.

D. Consider Non- Certified Contracts Renewals

Assistant Superintendent Rodney Caddell presented the Non-Contract Contract Renewals and answered questions as needed. Trustee Buxkemper made the motion to approve the contracts and Trustee Stafford seconded the motion and it passed unopposed.

14. Executive Session

The Board of Trustees did retire to executive session at 8:33 p.m. and convened at 8:49 p.m. to discuss Personnel Items as well as the Superintendent Formative Evaluation. The Board of Trustees ended executive session at 10:44 p.m.

A. Personnel

B. Superintendent Formative Evaluation

15. Open Session

The Board reconvened in open session at 10:45 p.m.

Adjourn

17. The meeting was adjourned at 10:46 p.m. Trustee Stafford made the motion and it was seconded by Trustee Johnson and passed all in favor.

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Carrie Ellis, President

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Treva Potter, Secretary