

**MINUTES  
BOARD OF TRUSTEES  
REGULAR MEETING  
CLEAR CREEK INDEPENDENT SCHOOL DISTRICT  
MAY 18, 2026**

The Board of Trustees for the Clear Creek Independent School District met in a regular meeting in the Board Room at the Education Support Center, 2425 E. Main Street, League City, Texas 77573, on May 18, 2026.

**1. *Call to Order***

President Cottrell called the meeting to order at 6:00 p.m.

**2. *Establishment of a Quorum***

President Cottrell established a quorum.

Trustees present:       Jonathan Cottrell, President  
                                  Jessica Cejka, Vice President  
                                  Jeffrey Larson, Secretary  
                                  Jay Cunningham, Trustee  
                                  Arturo Sanchez, Trustee  
                                  Jamieson Mackay, Trustee  
                                  Rebecca Lilley, Trustee

Staff present:           Karen Engle, Superintendent  
                                  Members of the Superintendent's Cabinet

**3. *Administer the Oath of Office***

Ms. Greta McMahon, Executive Assistant to the Superintendent and Secretary to the Board of Trustees, administered the Oath of Office to Mr. Arturo Sanchez, District 3 Trustee, and Mr. Jamieson Mackay, District 2 Trustee. They will serve a 3-year term on the Board.

**4. *Election of Board Officers***

President Cottrell called for nominations for Board President. Trustee Lilley nominated Jonathan Cottrell for President. No other Trustees were nominated. Seven Trustees voted in favor of the nomination. Jonathan Cottrell was named as Board President.

President Cottrell called for nominations for Board Vice President. Trustee Mackay nominated Jessica Cejka for Vice President. No other Trustees were nominated. Seven Trustees voted in favor of the nomination. Jessica Cejka was named as Board Vice President.

President Cottrell called for nominations for Board Secretary. Trustee Larson nominated Jamieson Mackay for Secretary. No other Trustees were nominated. Seven Trustees voted in favor of the nomination. Jamieson Mackay was named as Board Secretary.

The Board Officers for the 26 – 27 School Year are elected as follows:

President: Jonathan Cottrell

Vice-President: Jessica Cejka

Secretary: Jamieson Mackay

**5. *Pledge of Allegiance, Texas Pledge, Moment of Silence, and District Mission Statement***

Addison Richter and Lennox Blackwell, the National PTA Reflection Winners, led the Board and the audience in the Pledge of Allegiance, and the Texas Pledge. Dr. Engle led the Board and the audience in a moment of silence. The students also assisted Dr. Engle with the District Mission, Vision, Core Values and Value Statement.

**6. *Recognitions***

**A. *National PTA Reflections Program 2026 Winners – Trustee Recognition***

Trustee Cejka requested to recognize the PTA Reflections Program Winners.

The National PTA has a long-standing commitment to arts education under the Reflections Program. This year, hundreds of thousands of students entered artwork around the theme, “I Belong!” We had two very talented students advance to Nationals for the Reflections Art Program. Congratulations to:

Addison Richter, a second-grade student at Ferguson Elementary. Addison received the Award of Excellence for Photography. Only 40 students were recognized nationwide and only 16 of those received the Award of Excellence, equivalent to a second-place finish nationally.

Lennox Blackwell, a fourth-grade student at Armand Bayou received the overall Award of Excellence for Literature at the state level and advanced to Nationals.

**B. *Letters About Literature Winner***

Rilyn Snell is our Letters About Literature winner. She placed second in her grade category in the statewide contest sponsored by the Texas Library and Archives Foundation. For this contest, students read a book, poem, short story or other written work and write a letter to the author, explaining how their work changed their view of themselves or the world. More than one thousand students entered from across the state. Rilyn Snell wrote to Jennifer Niven about her book, *All the Bright Places*, and won second place with a prize of \$200.

***C. Career and Technical Education Student Organization (CTSO) 2026 State Award Winners***

CCISD's Career and Technical Student Organizations had some big wins at the state level this year.

Family Career and Community Leaders of America is a career preparation and workforce readiness organization for students pursuing careers in Education & Training, Hospitality & Tourism, Human Services, and Public Service through Family and Consumer Sciences education. The project winners out of Clear Springs High School are:

- The Focus on the Children Team with a 1<sup>st</sup> Place Win advised by Megan Edlefsen
- The Texas Mystery Basket with a 1<sup>st</sup> Place Win advised by Chef Amanda Pankratz

The next CTE Group recognized was DECA. DECA prepares student leaders and entrepreneurs in the areas of business, marketing, finance, and hospitality in high schools and colleges around the globe. We have DECA student organizations from several schools that were in attendance. From Clear Brook High School:

- The Hospitality and Tourism Professional Selling Team was named a State Finalist
- The School-Based Enterprise Food Operations Team was named an International Qualifier

Their Adviser is Erica Durant.

The following teams from Clear Lake High School were also named State finalists:

- The Independent Business Plan Team
- The Career Development Team
- Accounting Applications

Their Adviser is Heather Jefferson.

And from Clear Springs High School, we have:

- The School-Based Enterprise Food Operations Team were named International Qualifiers

Their Adviser is Amber Lynn.

The Technology Student Association is a career and technical student organization for students engaged in STEM. Our state winner out of Clear Springs High School:

- Forensic Science Team with a 1<sup>st</sup> Place win.

Their advisor is Laura Turner

Finally, we have the Future Health Care Professionals which is a nationally recognized student-led organization for future health and medical professionals. Our winners from Clear Brook High School are:

- Organizational Leadership with a 3<sup>rd</sup> place win advised by Zenia Ridley who was also named the 2026 Outstanding HOSA Advisor of Texas.

#### ***D. NASA HUNCH Finalists***

As a district of innovation, the HUNCH program is an example of the commitment CCISD makes to provide a world-class education to its students with the help of some amazing community partners. The HUNCH program partners students with NASA engineers to design and fabricate real-world hardware, software, and biomedical products that support NASA initiatives and missions such as ISS, a commercial space station, a Lunar mission, or even Mars! These are the students whose projects made it to the final evaluation by NASA where they had the opportunity to display and present their designs, some of which will move to the next level and mature to something that NASA will use. We recognized each team by their project creation.

Clear Creek High School led by Engineering Instructor Robin Merrit. These students worked as teams on some out-of-this world projects.

- Chess from Trash
- Trash Ejector
- Supply Pod Garage
- Gateway Cargo Enclosure for Unused Payload Locations
- Gateway Padded Refrigeration/Freezer Enclosure
- Redesign of the ISS Galley Table
- Flight Trash Compactor

Clear Falls High School led by Engineering Instructor - Trevor Curtis

- Project NanoLab, A Microgravity Multi-Media Experimental Testbed Assembly

Clear Lake High School led by Engineering Instructor Geoffrey Tudor

- The Jumping Lunar Robot Camera

Clear Springs High School led by Engineering Instructor – Camia Lowman

All the projects out of Clear Springs are biomedical. These students developed a prototype for a:

- Computer Vision Assisted Otoscope Adapter for Fiber Optic Camera
- Portable IV Fluid Generator
- Innovative Nutrition for Spaceflight Associated Neuro-Ocular Syndrome
- The Effect of Inulin Extracted Via Chicory Root on Preventing Calcium in Space

We congratulated these future leaders and innovators.

***E. Clear Lake High School Golf Qualifiers***

Qualifying for state in Golf is an outstanding accomplishment. CCISD had two of the approximately 400 State Qualifiers:

Margaret Kerr, a Junior from Clear Springs High School  
Max McClosky, a Senior from Clear Creek High School

***7. Program Spotlight***

***A. Clear Creek Council of PTA's Annual Report***

Ms. Lisa Polansky, President of the CCCC PTA, presented the Annual Report to the Board. Members of the Board made comments and asked questions. Ms. Polansky answered the questions.

***8. Community Input***

No members of the Community addressed the Board at this meeting.

***9. District Update***

Dr. Karen Engle, Superintendent of Schools, presented the Board of Trustees with a District Update regarding Retirement Celebration, Graduations, and Election Results.

***10. Action***

***A. Consent Agenda***

Vice President Cejka moved to accept the consent agenda as presented minus #13. The motion passed unanimously.

1. Consider Approval of Board Meeting Minutes
2. Consider Approval of Monthly Human Resources Board Report
3. Consider Acceptance of Monthly Financial Statements
4. Consider Acceptance of Donations
5. Consider Acceptance of the 2025 Tax Collection Report
6. Consider Approval of Resolution Providing for Additional Penalty for Tax Collection Costs
7. Consider Approval of Waivers and Refunds of Penalty and Interest
8. Consider Review of Investment Policy
9. Consider Approval of Investment Training Providers
10. Consider Approval of a Contingent Fee Contract for the Collection of Delinquent Taxes with Perdue, Brandon, Fielder, Collins and Mott, LLP
11. Consider Approval of Library Materials
12. Consider Approval of CCISD's Optional Flexible School Day Program – Clear Harbor
- ~~13. Consider Approval of the Service Agreement with Communities in Schools – Bay Area, Inc. for the 2026-2027 School Year~~
14. Consider Approval of the Use of Capital Projects Funds for Facility Related Projects
15. Consider Approval of Renewal of Contract 2022.820 HVAC Equipment, Labor, and Supplies

16. Consider Approval of Renewal of Contract 2023.605 Charter Bus, Mini Bus, and Mini Coach Services
  17. Consider Approval of Renewal of Contract 2024.515 Online Math Curriculum for Secondary
  18. Consider Approval of Renewal of Contract 2024.813 Inspection and Service of Life Safety Systems
  19. Consider Approval of Renewal of Contract 2024.814 General Maintenance and Operations
  20. Consider Approval of Award of Contract 2026.409 Life Insurance & Disability Insurance for District Employees
  21. Consider Approval of Contract 2027.500 Student Information System
  22. Consider Approval of Award of Contract 2027.600 Special Education Equipment, Supplies, and Assistive Technology
  23. Consider Approval of DCE(LOCAL) Employment Practices - Other Types of Contracts -FIRST READING
  24. Consider Approval of DGBA(LOCAL) Personnel-Management Relations – Employee Complaints/Grievances, FNG(LOCAL) Student Rights and Responsibilities - Student and Parent Complaints/Grievances, and GF(LOCAL) Public Complaints - FIRST READING
  25. Consider Approval of DPB(LOCAL) Personnel Positions - Substitutes, Temporary, and Part-Time Positions - FIRST READING
13. Consider Approval of the Service Agreement with Communities in Schools - Bay Area, Inc. for the 2026-2027 School Year

Trustee Mackay made comments regarding CCISD partnership with Communities in Schools. Trustee Mackay moved to accept the Superintendent's recommendation and approve the agreement with Communities in Schools – Bay Area for the 2026 – 2027 school year in the amount of \$302,500.00. The motion passed unanimously.

***B. Consider Approval of Adoption of the FY 2026 – 2027 Budget Goals, Assumptions and Priorities***

Ms. Alice Benzaia, Chief Financial Officer, presented the information to the Board. Members of the Board made comments and asked questions. Ms. Benzaia answered the questions. Members of the Board amended the Goals, Assumptions, and Priorities. Trustee Larson moved to accept the Superintendent's recommendation and approve the FY 2026 – 2027 Budget Goals, Assumptions, and Priorities as amended. The motion passed unanimously.

***C. Consider Approval of the Use of Capital Projects Funds for Transportation Related Projects***

Mr. Paul Miller, Assistant Superintendent of Support Services, presented the information to the Board. Members of the Board made comments and asked questions. Mr. Miller answered the questions. Secretary Mackay moved to accept the Superintendent's recommendation and approve the use of Capital Projects Funds of \$4,900,000 for Transportation Related Projects. The motion passes unanimously.

***D. Consider Approval of Purchase of School Buses through ILA Vendors***

Ms. Tammy Pickett, Director of Transportation, presented the information to the Board. Members of the Board made comments and asked questions. Ms. Pickett answered the questions. Vice President Cejka moved to accept the Superintendent's recommendation and approve the purchase of thirty school buses for ILA vendors Longhorn Bus Sales, Rush Truck Centers, and Thomas Bus Sales in an amount not to exceed \$4,900,000. The motions passed unanimously.

***E. Consider Budget and Warranty Limitation Determination Under Transportation Code §547.701***

Ms. Tammy Pickett, Director of Transportation, presented the information to the Board. Secretary Mackay moved to accept the Superintendent's recommendation that the Board of Trustees make a determination under Transportation Code §547.701(e)(1) that the district's budgetary and warranty limitations do not permit the district to purchase or retrofit buses to be equipped with three-point seat belts. The motion passed unanimously.

***11. Closed Session***

President Cottrell called the meeting into closed session at 7:35 p.m.

President Cottrell convened the meeting into open session at 8:58 p.m.

***12. Action on Closed Session***

***A. Consider Adoption of Resolution Authorizing the Sale of Surplus Real Property***

Trustee Cunningham moved that the Board accept the Superintendent's recommendation and adopt a resolution declaring as surplus and authorizing the sale of approximately 9.43 acres generally known as 15511 Hope Village Road in Friendswood, Texas, as further described in the Resolution. The motion passed unanimously.

***B. Consider Approval of an Interlocal Government Agreement with the City of Webster for Fill Dirt for Development Within the City***

Secretary Mackay moved that the Board accept the Superintendent's recommendation and approve an Interlocal Governmental Agreement with the City of Webster for fill dirt for development within the city. The motion passed unanimously.

***C. Consider Adoption of a Resolution Authorizing to Convey a Temporary Construction Easement to The City of Webster***

No Action was taken on this item at this meeting.

***D. Consider Adoption of a Resolution Authorizing the Convey 0.2498-acre Utility Easement to The City of Webster***

No action was taken on this item at this meeting.

**13. Information and Discussion**

**A. Discussion of Districtwide School Safety Audits**

Mr. Cameron Munson, Emergency Management Coordinator, presented the information to the Board. No questions or comments were made by the Board.

**14. Adjournment**

President Cottrell adjourned the meeting at 9:00 p.m.

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Jonathan Cottrell, Board President

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Jamieson Mackay, Board Secretary

Date Approved: \_\_\_\_\_

*Minutes prepared by Greta McMahon*