

Minutes of Regular Meeting
Monday, April 28, 2025
The Board of Trustees
SPRING BRANCH INDEPENDENT SCHOOL DISTRICT

A Regular Meeting of the Board of Trustees of the SPRING BRANCH INDEPENDENT SCHOOL DISTRICT was held on **April 28, 2025**, beginning at 6:00 PM in the Duncan F. Klusmann Education Center, 9016 Westview Dr., Houston, Texas 77055, with the following Board Members present: Courtney Anderson, Caroline H. Bennett, Chris Earnest, Shannon Mahan, John Perez.

Board Vice President Courtney Anderson called the meeting to order at 6:00 PM, noting that a quorum of Board members was present. President Lisa Alpe and Trustee David Slattery were absent.

Vice President Anderson certified that the provisions of the Texas Open Meetings Act, Texas Government Code Section 551.041, had been complied with in connection with public notice of the meeting.

1. **Pledge: Trustee Chris Earnest**
2. **Prayer - Secretary Shannon Mahan**
3. **Opening Remarks by the Superintendent**
Superintendent Dr. Jennifer Blaine welcomed everyone and spoke about student and school achievements, upcoming voting and the 2025 bond election, and recent legislative updates concerning public education funding.
4. **Public Comment on Special Presentations**
No one signed up to speak.
5. **Special Presentations**
 - A. Recognition of Youth Art Month Award Winners
 - B. Recognition of PTA Reflections Contest Student Entries Advancing to State and National Levels
 - C. Recognition of SBAI Student Awards
 - D. Recognition of SBISD Farrington Competition Award Winners
 - E. Recognition of Spring Branch ISD Honor Roll for Academic Excellence Schools
6. **Public Comment on Agenda Items or Non-Agenda Items**
The following constituents addressed the Board:
Nicole Hobson – 7C
Steve Smelley – 11B and 12A
Sara Davis – 7C

Walker Agnew – 7C
Michelle Azarfar – TEA’s order

7. Second Reading and Adoption of Policy

- A. Second Reading and Adoption of DH(LOCAL): EMPLOYEE STANDARDS OF CONDUCT
- B. Second Reading and Adoption of EHB(LOCAL): CURRICULUM DESIGN - SPECIAL PROGRAMS
- C. Second Reading and Adoption of EHBB(LOCAL): SPECIAL PROGRAMS - GIFTED AND TALENTED STUDENTS
- D. Second Reading and Adoption of GKA(LOCAL): COMMUNITY RELATIONS - CONDUCT ON SCHOOL PREMISES
- E. Second Reading and Adoption of CAA(LOCAL): FISCAL MANAGEMENT GOALS AND OBJECTIVES - FINANCIAL ETHICS
- F. Second Reading and Adoption of CDA(LOCAL): OTHER REVENUES – INVESTMENTS

Vice President Anderson stated that since the Board had six local policies to consider for adoption, the Board would proceed with a single motion unless a trustee requested to address a specific policy separately for discussion and consideration.

Trustee John Perez requested that Item 7C, EHBB (LOCAL), be pulled for separate discussion.

Motion made by Trustee Caroline H. Bennett and seconded by Trustee Perez that the Board of Trustees approve all local policies except EHBB (LOCAL).

Motion passed by a 5-0 vote.

Item 7C

Motion made by Vice President Anderson and seconded by Trustee Perez that the Board of Trustees table this item for further discussion.

Motion passed by a 5-0 vote.

8. Action

- A. Request for Approval of the 2025-2026 Student Code of Conduct

Motion made by Secretary Mahan and seconded by Trustee Bennett that the Board of Trustees approve the 2025-2026 Student Code of Conduct.

Motion passed by a 5-0 vote.

9. Report

- A. Report of School Board Member Training for 2024-2025

Vice President Anderson reported that all trustees have completed the required continuing education requirements regarding team building, and Trustee Slattery has exceeded new board member training requirements. Board members Lisa Alpe, Shannon Mahan, Chris Earnest, Caroline H. Bennett, and David Slattery continue to work toward completion of the remaining hours.

10. Executive Session

Vice President Anderson recessed the Board into Executive Session at 7:07 PM in accordance with the following sections of the Texas Open Meetings Act for the purposes listed below.

- A. The Board Will Meet in Closed Session Under Section 551.074 of the Texas Open Meetings Act Regarding Routine Personnel Matters and Other Personnel Matters including Duties of Employees and Public Officers
- B. The Board Will Meet in Closed Session Under Section 551.0821 of the Texas Open Meetings Act Regarding Deliberation of Personally Identifiable Information of a Public School Student
- C. The Board Will Meet in Closed Session Under Section 551.076 of the Texas Open Meetings Act Regarding Deliberation of the Deployment, or Specific Occasions for Implementation of Security Personnel or Devices, or Deliberation of a Security Audit
- D. The Board Will Meet in Closed Session Under Section 551.071 of the Texas Open Meetings Act in Consultation with the Board's Attorney Regarding All Matters as Authorized by Law, including Legal Issues Surrounding Public Finance

Vice President Anderson reconvened the meeting in open session at 7:28 PM and said that no action was taken while in the closed session.

11. Action as Needed from Executive Session

- A. Request for Approval of Routine Personnel Items

Motion made by Trustee Perez and seconded by Trustee Earnest that the Board of Trustees approve routine personnel items as recommended.

Motion passed by a 5-0 vote.

- B. Request for Approval of Employee Contract Recommendations for the 2025-2026 School Year

Secretary Mahan made a motion that the Board approve probationary contracts for the 2025-2026 school year for employees as recommended by the Superintendent and that the Board authorize the Superintendent to execute employment contracts to the employees accepting this offer. Trustee Perez seconded the motion.

Motion passed by a 5-0 vote.

Secretary Mahan made a motion that the Board approve the recommendations for one-year term contracts for the 2025-2026 school year for employees finishing the probationary period as recommended by the Superintendent and that the Board authorize the Superintendent to execute employment contracts to the employees accepting this offer. Trustee Perez seconded the motion.

Motion passed by a 5-0 vote.

Secretary Mahan made a motion that the Board approve the recommendations for one-year term contracts for the 2025-2026 school year for employees as

recommended by the Superintendent and that the Board authorize the Superintendent to execute employment contracts to the employees accepting this offer. Trustee Perez seconded the motion.

Motion passed by a 5-0 vote.

Secretary Mahan made a motion that the Board approve the recommendations for one-year non-chapter 21 contracts for the 2025-2026 school year for employees as recommended by the Superintendent and that the Board authorize the Superintendent to execute employment contracts to the employees accepting this offer. Trustee Perez seconded the motion.

Motion passed by a 5-0 vote.

12. Consent Agenda Action Items

- A. Request for Approval of Budget Status Summary Report with Budget Amendment as of March 31, 2025
- B. Request for Approval of Facility Improvement Program Monthly Status Report with Project Budget Changes as of March 31, 2025
- C. Request for Approval of Contract Awards
 - 1. Contract for Tully Stadium Turf Replacement
 - 2. Contract for SBISD Pre-Kindergarten Playground Equipment Replacement
 - 3. Contract for Summer 2025 Middle School Track Repair and Replacement
 - 4. Contract for Equipment, General Building and Hardware Supplies
 - 5. Contract for Bank Depository Services
 - 6. Contract for Purchase/Repairs of Computers, Laptops, Projectors, Components, Peripherals, Software and Support Services
 - 7. Increase Contract Police Radios and Services
 - 8. Increase Contract for Safety & Risk Management of First Aid/Health Supplies and AED Equipment/Components
 - 9. Request for Proposal for Beverage for Athletic Concession & Hospitality
 - 10. Request for Proposal for Grounds and Landscaping
 - 11. Request for Proposal for Athletic Equipment, Supplies & Swimwear
 - 12. CSP for Employee Benefits
 - 13. Contract for Grounds Maintenance Goods & Services
- D. Request for Approval to Offer State Innovative Course
- E. Request for Approval of CTE Instructional Materials
- F. Request for Approval of TEKS Certification for 2025-2026
- G. Request for Approval of Acceptance of Gifts
- H. Request for Approval of Grant Awards and Other Services
- I. Request for Approval of Payroll and Operating Expenses - March 2025
- J. Request for Approval of Tax Overpayment Refunds (Sec. 31.11)
- K. Request for Approval of Minutes for School Board Meetings
 - 1. March 03, 2025 - Workshop Meeting
 - 2. March 24, 2025 - Regular Meeting

Vice President Anderson read the rules for the adoption of the consent agenda action items.

Trustee Bennett requested that item C9 be removed from the consent agenda for separate discussion and a separate vote.

Trustee Earnest moved to approve the consent agenda action items except C9. Trustee Perez seconded the motion.

Motion passed by a 5-0 vote.

Item C9 – Trustee Earnest provided an explanation regarding the beverage service quotes received from various companies for athletic concessions and hospitality. Trustee Bennett moved to approve the consent agenda action item C9. Secretary Mahan seconded the motion.

Motion passed by a 5-0 vote.

Vice President Anderson recessed the Board into Executive Session at 7:37 PM pursuant to the Texas Open Meetings Act, as authorized by the sections referenced earlier in the agenda, for the purposes listed in the agenda. The Board reconvened in open session at 8:35 PM and said that no action was taken.

13. Closing Remarks by the Superintendent

Dr. Blaine had no closing remarks.

14. Meeting Adjourned

Vice President Anderson adjourned the Regular meeting at 8:35 PM.

Shannon Mahan
President, Board of Trustees

Walker Agnew Jr.
Secretary, Board of Trustees

Approved: May 27, 2025