

Brackett Independent School District  
Board Minutes of Monthly Meeting  
April 10, 2006

Members Present - Henry Lutz, Ronnie Hobbs, Sondra Meil, Sara Terrazas

Member Absent - Mark Frerich, Tony Ashley, Jeffrey Duncan

Administrators Present - Paula Renken, Frank Taylor, George Burks, Alma Gutierrez

Guests - Bonnie Mayes, Lydia M. Tipps, Catrina Longoria, Allison Taylor, Matt Bland, David Martinez Jr., Bo Hagler, Marla Madrid, Susan Esparza

**1. CALL TO ORDER/ESTABLISH QUORUM**

Henry Lutz, President, called the regular meeting to order at 6:23 p.m.

**A. MOMENT OF SILENCE & PLEDGE**

Henry Lutz led the Pledge of Allegiance, and thanked Sondra Meil for conducting several meetings in his absence.

**2. PUBLIC FORUM**

No guests were present for public forum participation.

**3. MINUTES**

**Minutes for March 21, 2006 Monthly Meeting**

A motion was made by Sondra Meil to approve the minutes for March 21, 2006, as presented. Sara Terrazas seconded. The motion carried unanimously.

**Item #5 was moved up at this time to accommodate city council members attending the meeting.**

**4. PROPOSED WATER TOWER SITE**

A proposal to purchase property from the district for the construction of a water tower was brought to the board by City Secretary Bonnie Mayes and City Attorney Catrina Longoria. Ms. Longoria stated she is in charge of the water tower project to be funded with \$250,000.00 grant money received. The city is currently up against a May 6<sup>th</sup> deadline, but a 6-month extension on construction has been requested. Major problem is property for the planned construction is not clear in the city's name and current litigation is stalled. The city stands to lose another \$250,000.00 grant tied in to the project, and TNRCC will take over. The city is requesting a passive agreement between the city and school district, with the city purchasing property at fair market value. Paula Renken stated the city has a choice of two 80 x 80 properties that would meet the cities needs, the north corner of the baseball field, and at the track field. The city would also acquire easements. Ms. Longoria stated if the board approves the city's proposal it will be presented as an option to the city council tomorrow night. If the city council accepts the districts' offer, a resolution will be drawn up to sell the property. Next, a surveyor will be called out to determine fair market value to be paid by the city. The last step would be a sign-off on deeds. Matt Bland has checked deeds and found the district owns both properties free and clear.

City Council member David Martinez stated either property would benefit the community by increasing water pressure. If the tower is constructed at either site, Paula Renken stated pressure reducers would need to be installed, adding advantages would offset the cost either way.

A motion was made by Ronnie Hobbs to allow the school district to offer the two proposed sites to the city for possible construction of their water tower, pending further negotiations, at a later time. Sara Terrazas seconded. The motion carried unanimously.

**5. BUSINESS & FINANCE**

**A. MONTHLY RECAP OF REVENUE & EXPENSES**

Marla Madrid stated revenue is at 51%. We have almost reached 100% on General Operating costs. Cut-off for purchase orders was April 3<sup>rd</sup>. The district is still waiting on the S.E.C.O. check.

**B. CHECK RUN**

A (\$32,564.09) check to Trevino Electric Service will be reimbursed through S.E.C.O. grant money. U.S. Filter Recovery Service pumped fuel out of our tank (\$830.00) and U.S.T. Suretest installed a line, tested the tank, line and LD (\$1,500.00). The district is now in compliance with E.P.A. We have a 30-day cathodic inspection coming up, inspection will then move to 60-day.

**6. PRE-KINDERGARTEN PROGRAM**

A recommendation was made by Alma Gutierrez to approve a half-day, open enrollment program for Pre-K students, for the 2006-2007 school year. The program would not be tuition based. There will be no interference with the current community HeadStart program.

A motion was made by Sara Terrazas to approve a Pre-K program for the 2006-2007 school year as presented. Ronnie Hobbs seconded. The motion carried unanimously.

**7. TASB RISK MANAGEMENT FUND: CONTRIBUTION & COVERAGE SUMMARY**

Renewal of an Interlocal Participation Agreement with TASB for property and casualty coverage is required annually. Coverage runs June to June. Though district coverage has increased, TASB has said premiums will go down \$3,000 from the prior year. The board conducted a review of the Contribution and Coverage Summary provided by TASB.

Marla Madrid and Gracie Mata will attend a TASB Risk-Management conference April 24-25<sup>th</sup>. Their attendance will bring the district a \$1,500.00 discount.

**8. CANVASS ELECTION RESULTS, SET DATE**

A motion was made by Sondra Meil to set Tuesday, May 16, 2006, at 6:00 p.m., as the official day to canvass May 13, 2006, election results. Henry Lutz seconded. The motion carried unanimously.

**9. LOCAL BOARD POLICY DEA**

A recommendation was made by Paula Renken to clarify the definition of a "work week" as beginning at 12:01 a.m. Sunday, and ending at midnight on Saturday, so local policy DEA and the employee handbook are in agreement.

A motion was made by Sara Terrazas to revise local board policy DEA, to define a "work week" as beginning at 12:01 a.m. on Sunday, and ending at midnight on Saturday. Sondra Meil seconded. The motion carried unanimously.

10. **ADMINISTRATIVE REPORTS: ENROLLMENT, DISCIPLINE REPORT, & CURRENT EVENTS**

**Jones Elementary (Alma Gutierrez)**

Refer to written report. Enrollment: 241 (enrolled one today) Discipline: 6 PTO met earlier this evening with Kinder performing. Kinder will perform again for the elementary on Wednesday. Second graders will go to Rotary to do a presentation on "Character." Family Frameworks series is done. Mr. Ortiz was commended for his leadership and making the program a success. The most student and parent representation during the series was 42. Parents will be honored during Public Schools Week. Staff and students are gearing up for the start of TAKS week.

**Intermediate / Junior High (George Burks)**

Refer to written report. Enrollment: 5<sup>th</sup> - 6<sup>th</sup>, 87, 7<sup>th</sup> - 8<sup>th</sup>, 128. Discipline: 21 (3 in a fight today). Junior High extracurricular activities are done. Seventh and eighth graders have TAKS next week. Mary Petrosky has been busy with tutorials.

**Brackett High School / Educational Academy (Frank Taylor)**

Refer to written report. Enrollment: 187 for HS and Academic Academy. Discipline: 16. Relay for Life is coming up, lots of teams doing fundraisers. The Senior Baccalaureate was well attended. U.I.L. academic team won first place for the third year in a row. Golf teams won 1<sup>st</sup> and 2<sup>nd</sup> place in district.

**Special Education (Melanie Jones)**

Total in district: 97 Speech only: 18

11. **SUPERINTENDENT'S REPORT**

- Update on Track/Storage Facility: Cost on the storage facility has gone down another \$2,000.00. We have gone back out for bid on the track and concession stand. Bid opening is May 2<sup>nd</sup>.
- Summer School: State has cut down on money. District will receive \$2,000.00. Classes offered will be a 2<sup>nd</sup> and 3<sup>rd</sup> grade combination, a 5<sup>th</sup> grade, and 7<sup>th</sup> & 8<sup>th</sup> grade combination. High school will offer credit recovery for a fee.
- On-Line Board Policy: Due to an extensive list of employee notification requirements for 2006-20007, a recommendation was made to make current on-line policy used by administrators and the board, available to the public by placing on our website. We would still need to give employees the option of receiving a hard copy of all policies. Employees would be instructed on how to access board policy electronically during staff development. Following discussion, the board agreed to have Noe Maldonado add district policy on-line for public use.
- Personnel Update: All contracts are in. Mrs. Eileen Allen submitted a letter of resignation in lieu of her contract.
- Teacher & Staff Appreciation Week, May 8-12: Board will hold a luncheon Wednesday, May 10<sup>th</sup>, in the Cafeteria. Menu will be burgers and sausage, chips. Paula Renken will purchase the meat, chips, and sodas. First lunch is at 11:00 a.m. so board members will meet at 10:15. Gift will be handed out in the morning to remind them about the luncheon. Invitations will go out early.

- Administrative Regulations: Policies BP and FN state the Superintendent is responsible for developing administrative regulations, including handbooks, to implement policies established by the Board. Handbooks do not require board approval. Handbooks will be available for the board to review in June. The district is looking into a printing service now offered by Region 20 to print handbooks this year. Handbooks will be sent by web and delivered by a “pony” service that comes once a week.
- Election Update: Ballots are in and several early voting ballots were mailed out Friday. Received a memo from the Secretary of State today relating the problem with vendors. We will not have a voting machine for this election due to problems encountered trying to get the machine, ballots, and software. Our records must show we have made an attempt to comply with federal and state law. We are not the only district going with paper ballots, quite a few districts have run into the same problems.
- Band Director interview next week.

**12. PUBLIC FORUM**

No guests present for public forum participation.

**With no objections, the meeting was adjourned at 7:34 p.m.**

**Respectfully Submitted,**

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**Henry Lutz, Board President**

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**Sara Terrazas, Secretary**

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**Date**

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**Date**