

# Minutes of Regular Meeting

## The Board of Trustees Brackett ISD

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A regular meeting of the Board of Trustees of Brackett ISD was held October 10, 2006, beginning at 6:00 PM in the Central Office, 400 Ann Street, Brackettville.

Board Members Present: Sondra Meil, Sara Terrazas, Tony Ashley, John Paul Schuster, Henry Lutz

Members Absent: Mark Frerich, Ronnie Hobbs

Administrators: Paula Renken, Frank Taylor

Guests: Marla Madrid, Susan Esparza, Cathy Lutz, B Schroeder, Maxine Bonner, C.P.A. Chuck Gruenwald, Karron Childress, Brenda Perry, Pam Melancon

1. CALL TO ORDER / ESTABLISH QUORUM

Presenter: HENRY LUTZ

The meeting was called to order at 6:05 p.m., with a quorum present.

Following a moment of silence, Henry Lutz led the pledge of allegiance.

2. OPEN FORUM

Presenter: HENRY LUTZ

No guests were present for open forum participation.

3. PRESENTATION OF YEAR-END AUDIT, 2005-2006

Presenter: CHUCK GRUENWALD, CPA

Chuck Gruenwald, CPA for Coleman, Horton & Company, conducted a review of the annual financial report / audit for the year ending June 30, 2006, and starting June 30, 2005. The 2005-2006 audit was conducted in accordance with generally accepted *Governmental Auditing Standards*. The district once again received a *clean opinion*, the highest rating a district can receive.

A motion was made by Sondra Meil to approve the year-end audit for 2005-2006 as presented. Tony Ashley seconded. The motion carried unanimously.

**For the convenience of the presenters, Items 5 and 6 were moved up on the agenda, to be followed by \*Item 4.**

5. T.A.K.S. REPORT

Presenter: CATHY LUTZ

Cathy Lutz reviewed district TAKS performance scores, broken down into subgroups to note strengths and weaknesses. Teachers will use the information gathered as a resource tool for writing and planning curriculum.

6. TEXAS EDUCATOR EXCELLENCE GRANT  
Presenter: FRANK TAYLOR / B SCHROEDER

Recipients were notified about the grant in May. Program goals include bench-marking [Study Island], enrichment, contingency plans, and collaboration with staff, teachers, and students. At a teacher driven meeting, it was decided that seventy-five percent of the \$40,000.00 awarded would go to the Junior High teachers. Tutorials included in the plan would be in addition to, not in lieu of present tutorials. The plan developed as a requirement of the grant has been submitted to TEA.

\*4. MINUTES  
Presenter: HENRY LUTZ

A motion was made by Tony Ashley to approve minutes for the September 18, 2006, regular meeting as presented. Sondra Meil seconded. The motion carried unanimously.

**[7:03 PM – Board Member John Paul Schuster was called to work.]**

7. BUSINESS & FINANCE  
Presenter: PAULA RENKEN / MARLA MADRID

A. RECAP: REVENUE & EXPENDITURES  
Presenter: MARLA MADRID

Payments are coming in from TEA, a prior payment and one for this year. Federal funds applied for have been awarded.

B. CHECK RUN  
Presenter: PAULA RENKEN

An adjusted Chapter 41 payment was received from Alamo Heights. The Bexar County JJAEP received \$63,707.05. Included on the check run are three dual credit payments, along with a third payment for the storage building. There was a leak in the new storage building today. Before calling John Graves tomorrow, Susan Esparza will have Javier Valdez check to see if the vent was left open during today's rain.

8. INVESTMENT POLICY, CDA LOCAL  
Presenter: MARLA MADRID

The district is required to adopt its investment policy annually. The policy has been reviewed, finding no changes necessary to CDA Local.

Motion made by Sara Terrazas to adopt policy CDA (Local) as written. Tony Ashley seconded. The motion carried unanimously.

9. TRUST PROPERTY - 15816, UN 27 FCS, BLOCK H, LOT 1  
Request to Purchase.

Presenter: HENRY LUTZ

The district has received a request from the Kinney County Appraisal District to approve the purchase of trust property 15816, Unit 27, FCS, Block H, Lot 1, to Tracy L. Dorris for the amount of \$1,500.00. Appraised value of the property is \$4,000.00 with delinquent taxes frozen at \$2,022.36. No other offers have been made.

Motion made by Henry Lutz to accept Mr. Dorris's offer of \$1,500.00 for trust property 15816, nit 27, FCS, Block H, Lot 1. Sondra Meil seconded. The motion carried unanimously.

10. REVISED POLICY RECOMMENDATIONS: BQA, CNB, DNA  
(Teacher Appraisals: Presenters Alma Gutierrez, Frank Taylor)  
Presenter: HENRY LUTZ / PAULA RENKEN

Two revisions have been made to local policy BQA; added "BEA" to the alternative school for composition of the committee and changed three to "two" principals under community members and business representatives headings.

A recommendation was made by Paula Renken to change local policy DNA so teachers do not need to be appraised annually. This is in response to ATPE's request at the last meeting. The recommendation is based on D'Hanis ISD's local DNA policy, which is also TASB's version. The only change being in the frequency, our eligible teachers would be appraised every third year instead of five. Frank Taylor fully supports the recommendation.

A motion was made by Tony Ashley to adopt revisions for local policy BQA as presented. Sara Terrazas seconded. The motion carried unanimously.

A motion was made by Sondra Meil to adopt the TASB version of local policy DNA, effective with the current school year, 2006-2007. Sara Terrazas seconded.

Local policy CNB to be addressed at a later date.

11. BOARD GOALS, 2006-2007  
Presenter: PAULA RENKEN

Board goals presented are the same as last year, with the bulleted objectives being targets for 2006-2007. Technology will continue to be addressed, with the district looking into providing laptops for students. A visit will be made to LaPryor which has a laptop program for students that seems to be working. The district is still looking at a way to provide dental insurance for employees.

A motion was made by Sara Terrazas to adopt the goals for 2006-2007 as prepared. Henry Lutz seconded. The motion carried unanimously.

12. ADMINISTRATIVE REPORTS  
Enrollment, discipline reports, and current events.  
Presenter: ALMA GUTIERREZ / FRANK TAYLOR

Jones Elementary/Intermediate (Alma Gutierrez out of town)

Enrollment EE-6<sup>th</sup>: 336 Discipline: 10 Four counts of bullying. An assembly/workshop has been set for October 31<sup>st</sup> to address bullying. Team leader meetings are geared toward communication and building trust. Mrs. Gutierrez will report back to the board.

BJH/BHS (Frank Taylor)

Enrollment 7-12<sup>th</sup>: 187 Discipline: 13 General misbehavior should be eight, instead of nine. Teachers are excited about the Educator's grant.

Special Education

Spec. Ed.: 82 Speech Only: 19 Report is down one student. The PBMAS report will go to the board soon.

13. SUPERINTENDENT'S REPORT

Presenter: PAULA RENKEN

Bids were opened at 10:00 a.m. today for the phone equipment and Dodge truck. No bids were submitted for the phones. Two bids were received on the surplus truck. Mr. Flores gave the highest bid at \$250.00.

Last week the district acquired another vehicle for \$14,110.00. So far the district has sold four and acquired four. All vehicles acquired are good ones.

Teachers Jamie Ballew and Julie Bruce took students to an information conference on petroleum engineering. Students were told they can make a good living in engineering with just a math degree. Student Michael Stephenson was quoted in the San Antonio Express.

The first six weeks ended on the 29<sup>th</sup>. An attendance percentage report was conducted with district attendance at 98.36%. Pre-K was in the 80<sup>th</sup> percentile last year, this year they have been in the 90<sup>th</sup> percentile. Enrollment percentages translate into dollars for the district.

A change has been made in the elementary office. Ami Gomez resigned. Sandra Davis has been hired to take her place. Mrs. Davis was one of our Educational Aides, so she knows the kids and school.

An advertisement was placed for district and campus committee representatives. Board members received a copy in the Board Brief. Few responses have come in. Positions on the District Advisory Committee have been filled, attention will now be directed to fill campus slots.

The timeline on the water project is running behind. Bonnie Mayes finally contacted Mrs. Renken and gave her the phone number of the gentleman working on this. Bonnie stated the money is there, it's just the process that has slowed. John Graves has received two bids on a septic system so far.

Gus Sandoval and Trevino Electric are working on lighting. The streets and parking lot should be well lit in time for basketball.

The district received an extremely high water bill for the baseball field. We had the meter checked and found it buried under six inches of dirt. We're not sure how the city has been able to read a buried meter. No leaks were noted. All findings have been documented.

PeeWee basketball season is coming up. Tomas Castillo worked with them in the past. Since Mr. Castillo no longer works for the district, we will need to find someone to open and close the gym. Mrs. Renken will work with Coach Voyles on this.

Frank Taylor mediated a meeting with four parents and seven to eight students to discuss the fight song. The meeting resulted in a better understanding of why it was changed.

14. PUBLIC FORUM  
Presenter: HENRY LUTZ

No guests were present for participation in a public forum.

With no objections, the meeting was adjourned at 8:00 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