

**MINUTES OF SCHOOL DISTRICT Regular Meeting**

**BOARD OF TRUSTEES**

**SMITHVILLE INDEPENDENT SCHOOL DISTRICT**

Notice is hereby given that a Regular Meeting of the Board of Trustees of the Smithville Independent School District was held on Monday, July 15, 2024 beginning at 6:00 PM at the Smithville ISD Administrative Building, PO Box 479, 901 N.E. 6th Street, Smithville, Texas 78957.

**Members present:** Grant Gutierrez, Michael Hancock, Chelsa Vinklarek, Chris Hinnant, Bryan Jones

**Members absent:** Josh Magden, Candice Parsons

**Others present:** Bethany Logan, Margarita Igoe, Irene Hernandez, Whitney Brown, Tracy Johnson, Cheryl Burns,

The subjects to be discussed or considered, or upon which any formal action may be taken, are as follows:

**Call to Order** – The Board President or his/her designee will call the meeting to order.

**Roll Call** – The Board President or his/her designee called the roll of members. All were present.

**Pledge of Allegiance** – The group recited the Pledge of Allegiance.

**Public Hearing** - ESSER III, ESSA, Perkins Grant – Dr. Bethany Logan, Assistant Superintendent, conducted a public hearing on ESSER III, ESSA, Perkins Grant to comply with grant requirements.

**Public Communications** – The Board heard from Margarita Igoe regarding parent engagement.

**Consent Agenda** – Michael Hancock moved to approve the Consent Agenda as presented. Grant Gutierrez seconded and the motion passed 5-0. The Consent Agenda included:

1. Minutes
2. Financial Statements
3. Monthly reporting of financial position in relation to the budget. The Board is provided monthly financial statements.
4. Investment Report
5. State Aid Comparison - Budgeted vs. Earned
6. Earned vs. TEA Payments
7. Tax Collection Report
8. Bond Payments Resolution
9. Approve a Resolution regarding Extra-Curricular Status of the 4-H Organization and County Extension Agents

**Financial Report** – The business manager, Sean Sanchez, reviewed the financial disbursements for the previous month with the Board of Trustees. No action was required.

**Superintendent's Report** – The Superintendent will updated the Board on important issues pertaining to the District, including:

- Administrators return to work on Monday, July 22nd.
- Teachers return on Monday, August 5th.
- Students will return on Wednesday, Aug. 14th.
- The New Staff Orientation will begin on Thursday, August 1st.
- The Beginning of Year Lunch Convocation is Tuesday, August 6th at 11:30 a.m. The Board of Trustees are welcome to attend.
- At this time, we still have 3 professional openings.
- SES Teacher Reveal Drive-Thru is on August 8th from 5:00 p.m. - 7:00 p.m.
- Meet the Teacher at Smithville Junior High is on August 8th from 6:00 p.m. to 7:00 p.m.
- Meet the Tiger is scheduled for August 8th at 7:30 p.m. at Tiger Stadium.
- Brown Primary Meet the Teacher is on August 12th from 5:00 p.m. to 6:00 p.m.
- Smithville Elementary Meet the Teacher is on August 12th from 5:30 p.m. to 7:00 p.m.
- Reminder - There is a special board workshop (Team of Eight) on Monday, August 12th at 6:00 p.m.
- Additional reminder - Please confirm with Denise if you need registration and housing for the TASA/TASB Convention in September. Housing availability opens on July 23rd and rooms are limited.
- The regular school board meeting is scheduled for Monday, August 26th.

**Second Draft of the 2024-2025 District Budget** – The school district staff is currently in the process of developing the proposed budget for the 2024-2025 school year. The process began in January with budget planning at the campus level. The Board must adopt the final budget on or before August 31, 2024 in accordance with legal requirements. The first draft of the 2024-2025 district budget was presented to the Board of Trustees at the June 17, 2024 regular meeting. Mr. Sanchez will present the second draft to the Board of Trustees.

**Review Strategic Plan** – Mrs. Burns reviewed the strategic plan which is designed to encompass the next five years, 2024-2029.

**Child Nutrition Report** – Mrs. Biehle, Child Nutrition Director, is unable to be at the meeting due to her attendance at the National Child Nutrition Conference in Boston, MA. Mrs. Burns will highlight the information in the report.

**Tentative August Agenda Items** – Tentative items to be included on the August agenda are:

- a. Public Hearing on Proposed Budget
- b. Financial Report
- c. Superintendent's Report
- d. District and Campus State Accountability Ratings Report
- e. Adoption of 2024-2025 District Budget and Tax Rate

- f. Approval of District and Campus Improvement Plans
- g. Personnel

**Consider Approval of 2024-2025 Student Code of Conduct** – It is a requirement that the Student Code of Conduct for the upcoming school year is reviewed, revised and ultimately approved by the Board prior to the commencement of the new school year. Administrators have reviewed the current Code of Conduct. The proposed 2024-2025 Student Code of Conduct is included for the Board's review. Grant Gutierrez moved to approve the 2024-2025. Chelsa Vinklarek seconded and the motion passed 5-0.

**Approval of Expenditure in Excess of \$50,000** – The purpose of this agenda item is to authorize security film installation on exterior windows on district-wide facilities. This is in accordance with safety requirements for glass and any doors, glass within 20 feet of any door and any window 6ft or below in any district facility.

**Proposed Student Meal Price Increase** –

In 2022, lunch prices were increased for both the junior high and high school by 25 cents. Lunch prices at Brown Primary and Smithville Elementary were not increased at that time. Due to the continued increase in food and supply costs and salaries, Candy Biehle, Child Nutrition Director, is proposing a 25 cent increase to student lunches at Smithville Elementary only. Brown Primary is not being included in the proposed increase, as the impact would be minimal. Student lunch prices for 2024-2025 would be as follows:

- Brown Primary - Lunch - \$2.50 (no change)
- Smithville Elementary - Lunch - \$2.75 (25 cent increase)
- Smithville Junior High - Lunch - \$3.00 (no change)
- Smithville High School - Lunch - \$3.25 (no change)

Michael Hancock moved to approve the student meal prices as presented. Bryan Jones seconded and the motion passed 5-0.

**Consider Approval of TASB Board Policy Update 123 and Edits or Additions to the Following Local Policies: BBFA, EEH, CKC, BBD, EFA, DGBA, FNG, GF, CQC, EFB, CCGB, CKEC, AND CKE** –

The District must update and maintain its policies with the most recent legislation and educational regulation changes. In your packet of information, you have been provided the Update 123 Local Policy Overview. The board should not adopt (LEGAL) policies, but TASB recommends that they be reviewed. Therefore, (LEGAL) policies are included for review in Update 123. The attachments provide you with information concerning the policy changes found in the update. The information included in the board packet is a summary of each of the policy changes. The update includes changes to the following local board policies:

BBFA(LOCAL)	ETHICS: CONFLICT OF INTEREST DISCLOSURES
EEH(LOCAL)	INSTRUCTIONAL ARRANGEMENTS: HOMEBOUND INSTRUCTION
CKC(LOCAL)	SAFETY PROGRAM/RISK MANAGEMENT: EMERGENCY PLANS
BBD(LOCAL)	BOARD MEMBERS: TRAINING AND ORIENTATION

EFA(LOCAL)	INSTRUCTIONAL RESOURCES: INSTRUCTIONAL MATERIALS
DGBA(LOCAL)	PERSONNEL-MANAGEMENT RELATIONS: EMPLOYEE COMPLAINTS/GRIEVANCES
FNG(LOCAL)	STUDENT RIGHTS AND RESPONSIBILITIES: STUDENT AND PARENT COMPLAINTS/GRIEVANCES
GF(LOCAL)	PUBLIC COMPLAINTS
CQC(LOCAL)	TECHNOLOGY RESOURCES: EQUIPMENT
EFB(LOCAL)	INSTRUCTIONAL RESOURCES: LIBRARY MATERIALS
CCGB(LOCAL)	AD VALOREM TAXES: ECONOMIC DEVELOPMENT
CKEC(LOCAL)	SECURITY PERSONNEL: SCHOOL RESOURCE OFFICERS
CKE(LOCAL)	SAFETY PROGRAM/RISK MANAGEMENT: SECURITY PERSONNEL

Grant Gutierrez moved to approve TASB Board Policy Update 123 as presented by TASB. Michael Hancock seconded and the vote carried 5-0.

**Consider Approval of 2024-2025 TTESS Appraisers and Appraisal Calendar** – The Board must approve the district appraisal calendar and the list of administrators trained to evaluate teachers. Teachers must be evaluated annually by trained and board-approved appraisers. For the 2024-2025 school year, the District plans to continue to use the state-adopted appraisal system, Texas Teacher Evaluation and Support System (T-TESS). All appraisers will be trained before they conduct classroom observations. Teachers are evaluated on performance in the classroom, staff development activities, and performance of students on the campus. A list of appraisers and the appraisal calendar was included in the board packet. Grant Gutierrez moved to approve the 2024-2025 TTESS Appraisers and Appraisal Calendar as presented. Michael Hancock seconded and the motion passed 5-0.

**Call for Public Hearing on Proposed Budget and Tax Rate** – The goal of the District is to adopt a budget and set the tax rate for the 2024-2025 school year. State Truth in Taxation laws require the school district to publish a public notice of public hearing to discuss the proposed budget and proposed tax rate for the new fiscal year. Legally the budget must be developed on or before August 20<sup>th</sup>, 2024 and adopted by August 31<sup>st</sup>, 2024. The school district will publish the notice of the public hearing in the local newspapers to comply with state laws and timelines for budget adoption and setting of the tax rate. Michael Hancock made a motion to call for a public hearing on the 2024-2025 proposed tax rate for Monday, August 25, 2024. Bryan Jones seconded and the motion passed 5-0.

**Resignations of Certified Personnel** – The Superintendent would informed the Board of the resignation of John Jones, instructional coach at Smithville Junior High. No action was required.

**Employment of Certified Personnel** – According to Board Policy DC [Local], the Superintendent has the authority to make recommendations to the Board regarding the selection of all personnel.

The Superintendent advised the Board of the employment of Daniel Zika, Brian Mack and Travis Butler as teacher/coaches at Smithville Junior High; William Davidson as a teacher/coach, Brooke Weise as academic advisor, and Tori Gest as an agricultural teacher at Smithville High School, and Rebecca Scaife as a registered nurse and Amy Spahn as a Licensed Specialist in School Psychology (LSSP) for the district. No action was required.

**Superintendent's Mid-Point Review** – 1 Board Policy BJCD [Legal] requires the Board to annually evaluate the Superintendent. One part of the appraisal process involves the superintendent completing and providing to Board members a self-evaluation. The self-evaluation is presented to the Board in December, and the superintendent's evaluation by the Board takes place in closed session in January. The Superintendent provided the Board with a mid-point review of her progress and accomplishments.

Closed Session Disclaimer - During the course of the meeting, the Board of Trustees may conduct a closed meeting in accordance with the Texas Open Meetings Act, Texas Government Code, Chapter 551, Subchapter D and E. Decisions may be made as a result of executive session.

Adjournment – The meeting ended at 7:42 p.m.