

Minutes of Board Meeting
The Board of Education
Levelland ISD

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A Regular meeting of the Board of Trustees of Levelland ISD was held Monday, April 14, 2025, beginning at 6:00 PM in the Administration Building Boardroom, 704 11th Street.

Members Present: Pres. Carrie Ellis, Vice Pres. Joyce Johnson, Sec. Treva Potter and Members Mike Stafford, Kay Franklin, Brooke Obenhaus and Matt Buxkemper

Members Absent: None

School Officials Present: Superintendent Becky McCutchen, Assistant Superintendent Rodney Caddell, Director of Curriculum & Special Programs Donna Pugh, Director of Special Education Lacey Doster, Public Relations Specialist Cristal Isaacks and Secretary to the Superintendent Crystal Hill

Media Present: None

1. Presentation
Levelland ISD Destination Imagination Coaches Joshua Randol and Alexis Gavina presented the Global DI Student Qualifiers. The students demonstrated an example of a challenge they may be asked to perform during the competition.
2. Invocation/Pledge of Allegiance
Trustee Kay Franklin gave the invocation and LABC lead the Pledge of Allegiance.
3. Call to Order
Pres. Ellis called the meeting to order at 6:19 p.m. and declared a quorum.
4. Public Forum
There were no requests to speak at Public Forum.
5. Consent Item
A motion to approve the consent items as presented was made by Trustee Stafford and seconded by Trustee Buxkemper and passed unopposed to approve the following:
 - A. Approval of Minutes
Approval of minutes for March 24, 2025 regular meeting.
 - B. Approval of Superintendent Credit Card Expenses
Approved the credit card expenses for March for the Superintendent.
6. Third Party Benefits Administrator Presentation
Nick Wargo with Higginbotham Public Sector presented information on services available to the district as a single source for benefit services for staff members and answered questions as needed.
7. Consider Financial Report
Superintendent Becky McCutchen presented the financial report for the period ending March 31, 2025. She discussed each fund, and answered questions regarding the financials as needed. Secretary Potter made a motion to approve the financial report. Vice Pres. Johnson seconded the motion and it passed unopposed.
8. Budget Parameters 2025-2026

Superintendent Becky McCutchen went over the Budget Parameters for the 2025-2026 School Year. The purpose is to develop parameters that enable the district to provide a financially solvent budget that meets all short term and long term obligations and is aligned to the vision, mission, and goals alignment with the LISD balanced scorecard. She went through the budget parameters and answered questions as needed.

9. Consider and Approval of Instructional Material Allotment and TEKS Certification

Mrs. Donna Pugh stated that the district superintendent, along with the president and secretary of the local board of trustees, or officers of the governing body of the charter school, certifies the following:

- 1) This district's instructional materials and technology allotment is used only for expenses allowed by the Texas Education Code (TEC), §31.0211.
- 2) For the current school year, this district has instructional materials that collectively cover all elements of the Texas Essential Knowledge and Skills of the required curriculum identified in the TEC, §28.002, other than physical education, for each subject and grade level (TEC §31.004).
- 3) Upon request, this district will provide to the State Board of Education the title and publication information for any instructional materials requisitioned or purchased

Trustee Buxkemper made a motion to approve the Instructional Materials Allotment and TEKS Certification for 2025-2026 as mandated by TEA. Trustee Franklin seconded the motion and it passed unopposed.

10. Consider Approval of Instructional Materials for 2025 -2026

Mrs. Donna Pugh presented quotes from Bluebonnet Learning and recommended that the board approve these purchases for the following 2025-2026 instructional materials.

Bluebonnet Learning is the adopted Reading/Language Arts curriculum for kindergarten through fifth grade. Bluebonnet Learning is replacing Amplify for RLA instruction for these grade levels. This agenda item was being presented to the board due the fact that the total purchase exceeds \$50,000 and, therefore, requires board approval.

Trustee Stafford made a motion to approve the Instructional Materials for 2025-2026.

Secretary Potter seconded the motion and it passed unopposed.

11. Reports

A. Facilities and Transportation Report

Superintendent McCutchen presented an update on the following:

- Roofing Projects
- EIFS Wall Repairs
- HVAC System – High School Field House
- Sprinkler System Repairs
- Bus Retrofit for Wheelchair Lift

She answered questions as needed.

B-D. Campus Reports

Principals from each respective campus were present and gave a brief run-down of what is going on at each site

E. Athletic Department

Coach Leong spoke about athletic and academic accolades within the athletic department.

F. Safety and Security Committee Report

Assistant Superintendent Rodney Caddell presented an update on the district's Safety and Security Committee meeting report.

Levelland ISD's Safety and Security Committee consists of members of local law enforcement, fire department, office of emergency management, EMS, school resource officers, school and district administrators, school board president and another board member, parents, and teachers. The committee is required to meet three times a year – once in the fall semester, once in the spring semester, and once during the summer.

The committee met on April 3, 2025 and discussed the following topics:

- New Committee Members
- Intruder Detection Audit Findings from November 19, 2024
- Emergency Operations Plan Update (Basic Plan and Cybersecurity Annex). Submitted to Texas School Safety Center on October 22, 2024 and approved February 19, 2025
- ALICE Training
- Reunification Training through Texas School Safety Center

Mr. Caddell answered questions as needed.

G. Student Fundraising Report

Assistant Superintendent Rodney Caddell reported that there are no fundraisers to approve of at this time.

H. Superintendent Report

Superintendent McCutchen reported the following items:

- A) Mr. Caddell reported the 5th Six Weeks Attendance
- B) EOY Activities Update
- C) 2022-2023 Accountability Update
 - a. April 17th - Confidential District Release
 - b. April 24th - Public Release
- D) TASB Summer Leadership Institute
 - a. June 11 – 14, 2025 - San Antonio
 - b. June 18 – 21, 2025 - Fort Worth
- E) TASA/TASB txEDCON25
 - a. September 11 – 14 – George R. Brown Convention Center, Houston, Texas
- F) Balanced Scorecard Update
 - a. Superintendent Formative Evaluation – Goal 2 Staff Support and Growth
 - b. Superintendent Formative Evaluation – Goal 3 Family and Community Partnerships

Ms. McCutchen answered questions as needed.

I. Annual Board Members' Continuing Education Hours Reports

Board President Carrie Ellis read aloud the Board Members' Continuing Education Hours and answered questions as needed.

J. Board Report

The board had nothing to report at this time.

12. Personnel

Assistant Superintendent Rodney Caddell presented the following personnel for the board's information. On January 13, 2022 DC(LOCAL) was amended to delegate authority to the Superintendent to hire all professional staff with the exception of administrative positions in order to secure a teacher, diagnostician, LSSP, counselor, therapist, school nurse, etc.

A. Professional New Hire

There were no professional hires to report at this time.

B. Personnel Information

Assistant Superintendent Caddell informed the board of the personnel retirement, auxiliary new hire, resignation, and change of assignments

C. Consider Contract Renewals

Assistant Superintendent Rodney Caddell presented the Contract Renewals and answered questions as needed. Trustee Obenhaus made the motion to approve Contracts and Trustee Buxkemper seconded the motion and it passed unopposed.

13. Executive Session

The Board of Trustees did retire to executive session at 9:00 p.m. and convened at 9:12 p.m. to discuss personnel. The Board of Trustees ended executive session at 11:45 p.m.

13.A. Personnel Discussion

14. Open Session

The Board reconvened in open session at 11:46 p.m.

15. Adjourn

The meeting was adjourned at 11:46 p.m. Trustee Buxkemper made the motion and it was seconded by Vice President Johnson and passed all in favor.

Carrie Ellis, President

Treva Potter, Secretary