

**Minutes of Special Meeting**  
**Monday, February 24, 2025**  
**The Board of Trustees**  
**SPRING BRANCH INDEPENDENT SCHOOL DISTRICT**

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A Special Meeting of the Board of Trustees of the SPRING BRANCH INDEPENDENT SCHOOL DISTRICT was held on **February 24, 2025**, beginning at 6:00 PM in the Wayne F. Schaper, Sr. Leadership Center, Board Room, 955 Campbell Rd, Houston, TX 77024, with the following Board Members present: Lisa Andrews Alpe, Caroline H. Bennett, Shannon Mahan, John Perez, and David Slattery. Courtney Anderson and Chris Earnest were absent.

Board President Lisa Andrews Alpe called the meeting to order at 6:01 PM. She noted that a quorum of Board members was present.

President Alpe 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. Public Comment on Agenda Items**

No one signed up to speak.

**2. Open Session**

**A. Consider and Possible Action regarding Level Three FNG Complaint (K.T.) (MMS)**

President Alpe said the Board is taking up the agenda item related to the Level Three complaint brought by Ms. Kristin Thomas. Because the complaint relates to employee issues as well as issues regarding public school students, the hearing will be held in closed session. President Alpe asked each Trustee to state their name and whether they can be impartial in this hearing. Each Trustee, in turn, answered affirmatively.

Present at the hearing were the following individuals:

Parent: Kristin Thomas

Administration:

Dr. Jennifer Blaine, Superintendent

Dr. Annie Wolfe, Associate Superintendent for Academics

Dr. Bryan Williams, Community Superintendent

Ms. Karen Heeth, Associate Superintendent for Administration and Talent

Ms. Tyra Walker, Executive Director for Guidance and Counseling

Ms. Ellen Green, Memorial Middle School Principal

Ms. Ellen Spalding, Attorney representing the Administration.

Board: Mr. Clay Grover, Attorney advising the Board.

**3. Closed Session**

President Alpe recessed the Board into closed session at 6:04 PM under Section 551.071, Section 551.074, and Section 551.0821 of the Texas Open Meetings Act. She stated that the Board will return to open session for any vote.

- A. Tex. Govt Code Section 551.071: consultation with Board attorney regarding all matters as authorized by law including Level Three FNG Complaint (K.T.) (MMS)
- B. Tex. Govt Code Section 551.074: to hear a charge or complaint against an employee -Level Three FNG Complaint (K.T.) (MMS); deliberation regarding employment, evaluation, reassignment, duties, discipline, dismissal of employee
- C. Tex. Govt Code Section 551.0821: deliberation regarding personally identifiable information of a public school student - Level Three FNG Complaint (K.T.) (MMS)

President Alpe reconvened the meeting in open session at 7:19 PM to proceed with the vote.

Trustee John Perez moved to send the grievance back to Level II for reconsideration by the administration. Trustee Caroline H. Bennett seconded.

Motion passed by a 5-0 vote.

**4. Meeting Adjourned**

President Alpe adjourned the Special meeting – Grievance Hearing at 7:20 PM.

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Lisa Andrews Alpe  
President, Board of Trustees

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Shannon Mahan  
Secretary, Board of Trustees

**Approved: March 24, 2025**