

Minutes of Board Meeting
The Board of Education
Levelland ISD

Vol. 38 Page 44

A Regular of the Board of Trustees of Levelland ISD was held Thursday, June 14, 2012, beginning at 7:00 PM in the Administration Building Boardroom, 704 11th Street.

Members Present: Pres. David Etheredge, Vice Pres. Tania Moody, Sec. Joyce Johnson and members Rusty Gibson, Missy Himango, F.E. Shaheen and Glen Smith

Members Absent: None

School Officials Present: Superintendent Mark Holcomb, Assistant Superintendent Kelly Baggett, Chief Financial Officer Nick Williams, Director of SPECO Kathy Hutchinson, and Secretary to the Board Sherry Alexander

Media Present: John Rigg, Levelland Hockley County News Press
Jody Rose, KLVT Radio

1. Invocation/Pledge of Allegiance

Mr. Gibson gave the invocation and led the Pledge of Allegiance.

2. Call to Order

Pres. Etheredge called the meeting to order at 7:02 p.m. and declared a quorum.

3. Public Forum

There were no requests to speak at public forum.

4. Public Hearing

Mr. Baggett informed the board through a public hearing that in early 2001, the FCC issued rules implementing CIPA. Mr. Baggett stated that he had recently received information on changes for the Children's Internet Protection Act stating that schools and libraries subject to CIPA may not receive discounts offered by the E-rate program unless they certify that they have an Internet safety policy that includes technology protection measures. Mr. Baggett stated that the biggest issue would be to make sure all children will receive training in regards to this act. Mr. Baggett concluded by informing the board of a letter from TEA to all administrators reminding them of each school district's obligation to ensure that their acceptable use policies included Internet Safety Policies that complied with the August 2011 FCC Order FCC 11-125.

5. Consent Agenda Items

Ms. Moody made a motion to approve the consent agenda items as presented. Mr. Smith seconded the motion and it passed unopposed.

A. Approval of Minutes

Approved minutes for the 5/17/12 regular meeting.

B. Approval of Financial Report

Approved financial reports for the period ending 5/31/12.

<u>Fund Name</u>	<u>Fund #</u>	<u>Check #</u>	<u>Amount</u>
General	100/200/300/400/600	87391-87792	\$2,262,682.56
Insurance	753	5104	\$ 1,602.30
SPECO	437/459	7298-7370	<u>\$ 88,770.41</u>
Total			\$2,353,055.27

6. Consider Retainer Agreement Representation by the Underwood Law Firm

Mr. Baggett informed the board that the District is considering a monthly retainer fee with Underwood Law Firm for their general legal services. He stated that for the past several years, the average monthly fee is approximately \$3,000 and that dollar figure was over that amount this past month. Supt. Holcomb stated that the District typically budgets more than this, as it is impossible to do the work of the District without legal representation. He added that on the average, a retainer fee would wave \$2,000 or more per year. Mr. Shaheen asked if the administration was satisfied with the

Underwood Law Firm. Pres. Etheredge stated that they have been very timely when he has dealt with them. Mr. Holcomb stated that administration is very satisfied with their services. Mr. Shaheen asked what was budgeted for legal fees last year and was answered \$35,000. With no further discussion, Mr. Shaheen made a motion to approve the hiring of Underwood Law Firm under a traditional monthly retainer. Mr. Smith seconded the motion and it passed unopposed.

7. Consider Student Code of Conduct/Dress Code

Mr. Baggett informed the board that there were mandated changes to the student code of conduct that is patterned from the TASB model. Mr. Baggett discussed highlighted changes, such as participation in graduation activities to include a speaking role, as established by district policy and procedures. He noted that a student may be expelled for engaging in documented serious misbehavior that violates the code, despite behavioral interventions while placed in DAEP. Mr. Shaheen asked why the use of BB guns is not included in the code. Mr. Baggett answered that the Texas School Law Bulletin Penal Code does not include BB guns in the explosive projectile category. Mr. Baggett discussed bullying and serious misbehavior as written in the student code of conduct. He stated that faux hawks has been added to the hair and head wear code as being disruptive and prohibited. Mr. Baggett said that the remainder of the code is consistent with what was approved by the board in 2011. Supt. Holcomb stated that there is an issue with Nike shorts where the same short is shorter on certain individuals, and that this needs to be discussed and decided if these type shorts will be acceptable. Mr. Shaheen stated that if a particular item fits differently on different kids, then this item should just be eliminated. Ms. Moody asked if there is one person per campus trained to determine the perspectives to keep it fair. Mr. Shaheen stated that if it is written as black and white, it should be easy to interpret. Mr. Baggett stated that the key to the dress code is to keep it consistent. Mr. Smith asked if there is a dress code for faculty and it was answered that there is and it is professional dress. Mr. Baggett stated that there is a need for a stylistic correction that will be made to the master copy to number the bullets in the student code of conduct. Ms. Himango made a motion to approve the student code of conduct and dress code. Mr. Gibson seconded the motion and it passed unopposed.

8. Consider Employee's Salary Schedules for 2012-2013

Supt. Holcomb stated that most of the District's budget is 75 – 80% in personnel costs. He said that the District has adopted the salary schedule as recommended by TASB. Mr. Holcomb reminded the board that the school employees did not receive a raise last year but at the board's request, the District is recommending a 3% of midpoint raise for all LISD employee staff. Mr. Holcomb stated that the cost of this salary raise would be \$503,000 upwards to \$525,000 depending on the personnel hired to replace those who have resigned or retired. Mr. Holcomb stated that because of our increase in ADA and the increase in students at Children's Hope as well as frugal budget spending, Mr. Williams and Mr. Holcomb feel that there will be additional funding that will be approximately \$800,000 to \$1.2 million that will be added to fund balance for this year. He added that the administration will add a new factor to the existing District compensation plan that will be a conditional incentive payment of \$300 for both professional and auxiliary personnel. He said that the maximum amount would be set annually by the board as part of its annually adopted District compensation plan. Mr. Holcomb reminded the Board that we are again losing state funding, but if need be the salary enhancements can be covered by the additional funds added to the fund balance this year. Mr. Gibson made a motion to approve a 3% from mid-point salary increase and a conditional incentive payment which is conditioned on the future availability of funds for all District employees. Ms. Johnson seconded the motion and it passed unopposed.

9. Consider Skyward Software

Mr. Williams reminded the board that LISD has used Skyward Finance for many years, and have added additional components including the Student Information System. Mr. Williams stated that the District is able to garner additional savings while increasing the functionality to include both the health and food service modules. Mr. Williams said that the total cost paid to Skyward is increasing this year, but that the District will no longer pay System Design an annual fee plus the conversion costs. He added that after this year, the District will not pay the training costs and will have more functionality and a more seamless flow of critical student data impacting the state funding formulas. He provided a spreadsheet to show the LISD actual cost FY 13 to be approximately \$64,574.70. Ms. Moody made a motion to approve the software packages as presented. Mr. Shaheen seconded the motion and it passed unopposed.

10. Consider Purchase of Cisco Servers

Supt. Holcomb advised the board that currently, there are 21 virtual servers residing on 3 Dell physical servers which are operating at capacity. He stated that technology is trying to be more

efficient and to deliver more technology at a more efficient price. Mr. Holcomb stated that through VDI an older computer can be operated from a server located at the annex and that Cisco Unified Computing Systems was designed especially for VDI. Mr. Holcomb stated that costs have been compared and that the District can get 7 years of usage versus 4 years with Dell servers at a total cost of \$69,105. He added that there is money available through an E-Rate reimbursement to pay for these servers. Mr. Holcomb recommended that the board approve the immediate purchase of the Cisco Unified Computing System servers and broker licenses for initial pilot of 200 users to be purchased in September 2012, adding that Cisco is a leader in virtual systems and that administration feels very comfortable with them. Mr. Gibson asked if the administration considered lease or buy. Mike Sapia with technology stated that the original plan was to lease but if these will last 6 to 8 years, technology can turn over the hardware from 4 servers in the chase that can hold up to 8. He added this will more than support our servers and desktops. Ms. Moody made a motion to approve the purchase of the Cisco system and broker licenses. Ms. Himango seconded the motion and it passed unopposed.

11. Consideration and Possible Action to Adopt Acceptable Use Policies that Include Requirements of Internet Safety Policy as set forth in the Children's Protection Act

Mr. Baggett informed the board of a July 1 deadline for CIPA, E-Rate and Technology Plans. Mr. Baggett stated that the FCC released a new order FCC 11-125, which pertains to the Children's Internet Protection Act (CIPA). Mr. Baggett said that the teacher or designated representatives will provide age-appropriate training for students who use the LISD internet facilities, adding that we want to protect our students and staff. Mr. Baggett stated that David Backus, District attorney, was extensively involved in reviewing this order, and that administration feels confident with the changes made. Mr. Shaheen asked if it is a federal mandate. Mr. Beard answered that the District will receive E-Rate money as a result of implementing this. Ms. Johnson made a motion to approve the revised Acceptable Use Procedure for students and staff as mandated by the Texas Education Agency and approved by the District's attorney. Mr. Shaheen seconded the motion and it passed unopposed.

12. Reports

A. Report on Renovation and Remodeling Plan

Supt. Holcomb asked the board to begin conversation for a renovation plan for the campuses of LISD. He showed specific numbers and estimated costs for proposed renovation activity per campus, prioritizing the needs. With stadium renovations included, the total proposed cost would be \$19.528 million to complete every campus need. Mr. Holcomb stated that the best use of taxpayer money would come from a bond. Mr. Holcomb said that the board and administration has not been frivolous, and reminded them of the remodeling at Capitol and stated that the same can be done with the other campus buildings. Mr. Holcomb reminded the board that the High School is now 34 years old and needs approximately \$4.2 million in updates. The Intermediate school estimates \$3.7 million in renovations, followed by South Elementary that needs approximately \$2.135 for updates. Carver, Cactus, Capitol, the Field House and Central Office are included in this proposal for updates. Mr. Baggett added that the best estimations figured are based on what was spent on the Capitol project. Mr. Gibson asked if technology and virtual desktops was included in these cost figures, and it was answered that they are. Mr. Holcomb stated that currently there are only 3 campuses that can handle virtual desktop, those being the Middle School, ABC and Capitol. Mr. Smith asked how much it costs to irrigate the stadium each year. Mr. Baggett stated that it costs approximately \$100,000 a year for upkeep on the stadium field. Mr. Holcomb added that the stadium is controversial, and that this will come down to what is good for Levelland. He stated that with good facilities in concession stands and restrooms, Levelland could host playoff games again in the future. Mr. Holcomb added that the cost of artificial turf could pay for itself over 7 years. Mr. Holcomb showed current market prices stating that \$15 million paid off over 30 years would raise taxes approximately 5.3 cents. Mr. Holcomb stated that the District is in the process of refinancing the last bond issue which will be \$140,000 per year savings and total \$2 million over the term of both bond issues. Mr. Holcomb stated that he feels the time is good to look at a remodeling and renovation package. Trustee Gibson asked how they go forward. Mr. Holcomb suggested having a community meeting. Mr. Shaheen stated that if the press informs the public that the board is talking about this, it could be a good way to start. Supt. Holcomb stated that the District needs to first determine an architect and then can proceed with RFQ's. He added that he does not think that the board would need to spend a lot of money to sell the issue, as there seems to be a lot of people in favor of renovations. He stated that administration would get a plan on the steps of a timeline and will bring this to the board in July. Mr. Holcomb added that a critical part of the sale is the teachers, where they can make or break a bond issue. He stated that every campus has something at stake in this. Mr. Beard said that cheap interest rates are a good selling point as well. There were no further comments.

B. Quarterly Reports

Mr. Williams briefly covered the quarterly reports for the reconciliation of tax collections, cafeteria report, worker's compensation report, health insurance report and investment report. He stated that delinquent taxes in the amount of \$517,647.78 have been collected.

C. Report on Property and Casualty Insurance

Mr. Williams informed the board that only one company, TASB, had bid on the property and casualty insurance through an RFP. He stated that their quote is the same as it was for fiscal year 2012. Mr. Williams said that the District is pleased with the coverage and service associated with TASB and will execute documents to continue coverage for FY13. Mr. Baggett asked if there needed to be supplemental insurance for a 17 foot mower that incurred \$4,500 - \$5,000 damage. Mr. Williams stated that he will check into this.

D. Superintendent's Report

Supt. Holcomb reminded the board of the upcoming TASA/TASB Convention that will be held in September and asked the board to notify his secretary if they plan to attend.

Mr. Holcomb stated that he has met with the High School administration after this past year's graduation ceremony to address ideas and issues. Mr. Holcomb stated that the high school administrators have come up with ideas to insure that graduation receives the dignity that it deserves. Mr. Smith stated that he has received numerous phone calls regarding this year's graduation and feels that it put a black mark on our community.

Mr. Holcomb stated that he and Mr. Williams have visited with Standard and Poors and once again received an A+ rating. Vince Vialle advised him that at this time the market is favorable and the end of June could be favorable to refinance the last bond issue. He reminded the board that the superintendent has been given latitude to sign the agreement once it is complete.

Supt. Holcomb thanked each board member for a great 3 years, stating that they have been an outstanding board to work with and that he considered them friends but also people who are dedicated to the students of LISD. He thanked them for their support, stating that there is still a lot of work to do. He concluded by saying he could not have asked for anything better than what these past 3 years have meant to him professionally.

E. Board Report

Ms. Moody gave a report on the LAC II Meeting that she recently attended in San Antonio, stating that top priority issues will be drafted into a priority statement to present to legislation.

13. Personnel

The Board of Trustees retired to closed session at 9:20 p.m. to discuss personnel issues. They resumed closed session at 9:30 p.m. and concluded at 10:35 p.m.

A. Resignations/Retirements/Change of Assignments/Auxiliary New Hires

Mr. Baggett informed the Board of the following personnel:

PERSONNEL: RESIGNATIONS, RETIREMENTS, AUXILIARY NEW HIRE
AND CHANGE OF ASSIGNMENTS

Resignations

Kylie Prather (effective 6-1-12)	Counselor	Middle School
Leslie Williams (effective 5-26-12)	7 th /8 th Social Studies	Middle School
Lorraine Davila (effective 5-26-12)	Special Ed Aide/Bus Driver	ABC
Kellyann Boles (effective 5-26-12)	Pre-Kindergarten	ABC
Linda Salazar (effective 5-26-12)	Food Service	High School
Jimmy Irvin (effective 5-26-12)	Business/Career Technology	High School

Auxiliary New Hire

Margaret Lockett (effective 8-1-12)	Secretary/PEIMS	Cactus
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Theresa Arenivas (effective 8-20-12)	Special Ed Aide	South
Sara Diaz (effective 8-20-12)	PPCD Aide	ABC
Patricia Reyes (effective 8-20-12)	Pre-Kindergarten Teachers Aide	ABC
<u>Retirement</u>		
Susan Campbell (effective 5-26-12)	Food Service	ABC
Tamra Caddell (effective 5-26-12)	Vocabulary Enrichment	Middle
<u>Change of Assignments</u>		
Linda Tucker (effective 8-20-12)	From: Pre-Kindergarten To: Kindergarten	ABC ABC
Deronda Hewitt (effective 8-20-12)	From: Pre-Kindergarten To: Kindergarten	ABC ABC
Carol Cole (effective 8-20-12)	From: 1 st Math, Science, SS To: Pre-Kindergarten	Capitol ABC
Mylinda Graves (effective 8-20-12)	From: Pre-Kindergarten To: Kindergarten	ABC ABC
Nacole Martinez (effective 8-1-12)	From: PK/PEIMS Secretary To: Secretary to Principal	ABC ABC
Jamie Coronado (effective 8-1-12)	From: Office Aide To: PK/PEIMS Secretary	ABC ABC
Amee Dobson (effective 8-20-12)	From: Kindergarten To: 1 st Grade	ABC Capitol
Catherine McMahan (effective 8-20-12)	From: 4 th ELA/Social Studies To: 7 th & 8 th Social Studies	Intermediate Middle
Theresa Rodriguez (effective 8-20-12)	From: 8 th ELA To: 7 th Vocabulary Enrichment	Middle Middle
Raemi Thompson (effective 7-23-12)	From: Assistant Principal To: Principal	Intermediate South

B. Consider Hiring New Personnel

The board returned to open session at 10:35 p.m. Mr. Shaheen made a motion to approve the following professional new hires. Mr. Smith seconded the motion and it passed unopposed.

Miran Reynolds (effective 8-20-12)	Keyboarding	Middle	1 Yr. Probationary
Janie Fryar (effective 8-20-12)	8 th ELA/Reading	Middle	1 Yr. Probationary
Jennifer Read (effective 8-20-12)	Special Ed	ABC	1 Yr. Probationary
Patricia Gutierrez (effective 8-20-12)	P.E.	Intermediate	1 Yr. Probationary
Melissa Carin Linker (effective 8-20-12)	Music	Intermediate	1 Yr. Probationary
Candace Kemp (effective 8-20-12)	2 nd Math, Science, SS	South	1 Yr. Probationary
Christi Peck (effective 8-20-12)	1 st Grade	South	1 Yr. Probationary
Lyndi Nicholson (effective 8-20-12)	3 rd Math & Science	South	1 Yr. Probationary
Natalie Gann (effective 8-20-12)	5 th Math & Science	Intermediate	1 Yr. Probationary
James Daniel (effective 8-20-12)	8 th Science	Middle	1 Yr. Probationary
Michelle Constantino (effective 8-20-12)	4 th ELA/Social Studies	Intermediate	1 Yr. Probationary

Lynsey Coker (effective 8-20-12)	Special Education	ABC	1 Yr. Probationary
Randi Trew (effective 8-20-12)	ELA/Head Volleyball	High	1 Yr. Probationary
Shannon Rodriguez (effective 8-20-12)	5 th ELA/Reading	Intermediate	1 Yr. Probationary
Mellanie Beversdorf (effective 8-20-12)	Pre-Kindergarten	ABC	1 Yr. Probationary
Taylor Hurley (effective 8-20-12)	Pre-Kindergarten	ABC	1 Yr. Probationary
Amber York (effective 8-20-12)	Pre-Kindergarten	ABC	1 Yr. Probationary
Whitney Basye (effective 8-20-12)	7 th Math	Middle	1 Yr. Probationary
Karla Dunn (effective 8-20-12)	6 th Math	Middle	1 Yr. Probationary
Holly McGinnis (effective 8-20-12)	Technology/Computers	Middle	1 Yr. Probationary
Cale Norman (effective 8-20-12)	Social Studies/Coach	High	1 Yr. Probationary
Rebecca Norman (effective 8-20-12)	Business Education	High	1 Yr. Probationary

14. Deliberation and Possible Action on Interim Superintendent's Contract

The Board retired to Executive Session to discuss the Interim Superintendent's employment contract. Ms. Moody made a motion to approve the interim superintendent's contract as written. Ms. Himango seconded the motion and David Etheredge, Joyce Johnson, Rusty Gibson, F.E. Shaheen, and Glen Smith voted for the motion to approve the contract as written.

15. Adjourn

The meeting adjourned at 10:42 p.m.

David Etheredge, President

Joyce Johnson, Secretary