

Minutes of Board Meeting  
The Board of Education  
Levelland ISD

Vol. 47

---

A Regular meeting of the Board of Trustees of Levelland ISD was held Wednesday, January 15, 2024, beginning at 6:00 PM in the Superintendent's Office, 704 11th Street.

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

Members Absent: None

School Officials Present: Superintendent Becky McCutchen, Assistant Superintendent Rodney Caddell, Chief Financial Officer Teresa Montemayor, Director of Curriculum & Special Programs Donna Pugh, Director of Special Education Lacey Doster, District Assessment Coordinator Terri White, Director of Maintenance and Transportation Adam Oliva, Public Relations Specialist Cristal Isaacks and Secretary to the Superintendent Crystal Hill

Media Present: None

---

- Presentation  
April Austin Presented the Levelland High School E Sports State Teams.  
In honor of School Board Appreciation Ms. McCutchen took the time to thank the board for all they do.
- Invocation/Pledge of Allegiance  
President Ellis gave the invocation and lead the Pledge of Allegiance.
- Call to Order  
President Ellis called the meeting to order at 6:18 p.m. and declared a quorum.
- Public Forum  
No one signed up
- Consider Annual Financial Audit  
Kasey Gast, Partner with BOLINGER, SEAGARS, GILBERT & MOSS, L.L.P, presented a report and update to the board. Mrs. Gast highlighted important figures in the financial audit.

Mrs. Gast, then went over a quick comparison for the last 3 years and answered questions as needed. Trustee Buxkemper made a motion to approve the annual financial audit report for the 2023-2024 school year. Vice Pres. Johnson seconded the motion and it passed unopposed.

6. Consent Item

A motion to approve the consent items as presented was made by Trustee Stafford and seconded by Vice President Johnson and passed unopposed to approve the following:

A. Approval of Minutes

Approval of minutes for December 18, 2024 regular meeting.

B. Approval of Superintendent Credit Card Expenses

Approved the credit card expenses for December for the Superintendent. There were no charges made.

7. Consider Financial Report

Ms. Montemayor presented the financial report for the period ending December 31, 2024. She discussed each fund, and answered questions regarding the financials as needed. Trustee Obenhaus made a motion to approve the financial report. Trustee Buxkemper seconded the motion and it passed unopposed.

8. Budget Parameters 2025-2026

Chief Financial Officer Teresa Montemayor 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 2025 Board of Trustees Election

The Trustee Election Order was presented for one trustee to single-member District 1, one trustee in single-member District 3 and Special Election for one trustee At Large. The trustee election will be held on Saturday, May 3, 2025. Sec. Potter made the motion to approve the trustee election. Vice Pres. Johnson seconded the motion and it passed unopposed.

Consider Adoption of the 2025-2026 School Calendar

10. Ms. McCutchen and Mrs. Donna Pugh presented the 2025-2026 calendar that is up for adoption. As in the past several years, the District Advisory Committee has been charged with reviewing and approving a school calendar. During a recent committee meeting, the calendar presented for the 2025-2026 school calendar received a majority vote. Ms. McCutchen answered questions as needed. Trustee Buxkemper made a motion to approve the 2025-2026 school calendar as presented. Trustee Stafford seconded the motion and it passed unopposed.

11. Reports

A. Athletic Department

Coach Lyle Leong presented the Athletic Department Report and answered questions as needed.

B. Facilities Report

Adam Oliva, Director of Maintenance and Transportation, presented an update on the following:

- Roofing Projects
- Water Wells
- HVAC Systems
- Softball Field Dugout & Playing Surface
- Tennis Court Netting
- Ceiling Tiles
- Tree Trimming
- Intermediate Facility

Mr. Oliva answered questions as needed.

C. Student Fundraising Report

There were no Fundraisers to report.

D. Academic Report

Superintendent McCutchen presented the Academic Report.

The information presented reviewed the Levelland High School December End of Course (EOC) STAAR Results. She answered questions as needed.

E. Superintendent Report

Superintendent McCutchen went over the Superintendent report which included the following:

- A) 3<sup>rd</sup> Six Weeks Attendance
- B) Balanced Scorecard Update
  - a. Superintendent Formative Evaluation – Goal 3 Family and Community
- C) Comments

She answered questions as needed.

F. Board Report

There was nothing to report.

12. Personnel

Mr. 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

The Superintendent approved the contracts for professional new hires as presented.

B. Personnel Information

Mr. Caddell informed the board of personnel retirements, auxiliary new hires, resignations, and change of assignments.

13. Executive Session

The Board did not go into Executive Session.

14. Open Session

N/A

15. Adjourn

School Board Minutes, January 15, 2025

The meeting was adjourned at 7:52 pm. Vice Pres. Johnson made the motion and it was seconded by Trustee Buxkemper and passed all in favor.

---

Carrie Ellis, President

---

Treva Potter, Secretary