

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 Thursday, January 14, 2021, beginning at 6:00 PM in the Administration Building Boardroom, 704 11th Street.

Members Present: Pres. Tania Moody, Vice Pres. Carrie Ellis, Sec. DeEtte Edens, and Members Rusty Gibson, Treva Potter, and Ronnie Watkins

Members Absent: Joyce Johnson

School Officials Present: Superintendent Jeff Northern, Assistant Superintendent Rodney Caddell, Chief Financial Officer Teresa Montemayor, Director of Curriculum Heidi Blair, Director of Instructional Services Donna Pugh, Director of SPECO Kathy Hutchinson, and Secretary to the Board Sherry Alexander

Media Present: Kati Moody – Levelland/Hockley County Newspress  
Jody Rose - KLVT Radio

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1. Invocation/Pledge of Allegiance

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

2. Recognition/Presentation

The Board of Trustees were honored with a special meal provided by Sodexo. Campus administrators were invited to join the meal celebration with the board. Supt. Northern stated this year, instead of campuses providing separate gifts, administrators contributed money towards purchasing a gift card in honor of School Board Recognition Month. Mr. Northern thanked the board for their service.

Mr. Clanton introduced Max Chapa, a LMS student who was the first student from Levelland ISD to enter a coding program for virtual robotics. Mrs. Celinda Rejino introduced the Coder Z Competition to her students that began with 64 teams across the state. Max won the first and second rounds, and advanced to the Top 8, taking out All Saints Catholic School of Dallas. Mrs. Rejino stated Max plans to collect a small team to compete in the Coder Z League this Spring.

3. Call to Order

Pres. Moody called the meeting to order at 6:05 p.m. and declared a quorum.

4. Public Forum

There were no requests to speak at public forum.

5. Public Hearing

Ms. Blair presented a public hearing on the 2020 TAPR report. Ms. Blair discussed campus performance objectives, district accreditation status and distinction designations awarded, the District's current special education compliance status, information on violent or criminal incidents and prevention policies, and information on the performance of the previous year's graduates in their first year of college. Ms. Blair stated due to COVID interruptions in STAAR testing, the grade level testing data shown in the report is a repeat of 2019 results. Asst. Supt. Caddell addressed the Levelland ISD teacher turnover rate, stating the District competes very well according to TAPR. Mr. Caddell stated the District actually retained more teachers this year because they needed a job. The District's turnover rate for 2019-2020 is 18.60% as compared to the region 18.90% and the state 16.80%. Ms. Blair stated the scope and function of this year's TAPR has expanded, as it now takes two forms in a more comprehensive online data system, and a scaled back PDF version. Ms. Blair provided the online link for the complete online TAPR and stated printed versions will be placed at each campus and at Central Office.

6. Consent Agenda Items

Sec. Edens made a motion to approve the consent agenda items as presented. Vice Pres. Ellis seconded the motion and it passed unopposed with one member absent.

A. Approval of Minutes

Approved the minutes for the 11/12/20 regular meeting and the 12/2/20 special meeting.

B. Approval of Superintendent Credit Card Charges

Approved the superintendent credit card charges in the amount of \$1,085.00 for TASA Midwinter Registrations.

7. Consider Annual Financial Audit

The firm of CMMS CPAs and Advisors PLLC, an ATLAS Navigators LLC Firm conducted the District's annual audit for the 2019-2020 school year. Phelps Blume and Fermin Ramirez represented the firm and presented the annual audit to the board for their approval. Financial highlights are as follows:

- At the close of the most recent fiscal year, the District's assets exceeded its liabilities by \$1,172,309. Of this amount, (\$15,378,559) was unrestricted net position.
- The District's net assets increased by \$700,673 or (56.45%) as a result of this year's operations and prior period adjustments. The District had loss that was \$524,333 less than the \$41,248,938 spent in expenses for governmental programs. This compares to last year when revenues exceeded expenses by \$686,372.
- The General Fund ended the year with a fund balance of \$12,725,288.
- The resources available for appropriation were \$272,871 less than budgeted for the General Fund.

Mr. Ramirez briefly discussed the statement of activities for the year ended August 31, 2020. He briefed the board on the governmental fund financial statements and fiduciary fund financial statements. He discussed the non-major governmental funds by reviewing the combining balance sheet and the combining statement of revenues, expenditures, and changes in fund balances, as well as required TEA schedules.

Mr. Ramirez provided a summary of the auditor's results:

1. The type of report we issued on whether the financial statements of Levelland Independent School District were prepared in accordance with GAAP was an unmodified opinion.
2. With respect to internal control over financial reporting we identified no material weaknesses and no significant deficiencies.
3. We noted no noncompliance material to the financial statements.
4. With respect to internal control over major federal programs we identified no material weaknesses and we reported no significant deficiencies.
5. The type of report we issued on compliance for major programs was an unmodified opinion.
6. We disclosed no audit findings which the auditor is required to report in accordance with 2 CFR 200.516(a).
7. Identification of major programs: ESEA, ESSER, SSA-IDEA.
8. The dollar threshold used to distinguish between Type A and Type B programs was \$750,000.
9. The auditee did qualify as a low-risk auditee.
10. There were no findings relating to the financial statements.
11. There no findings and questioned costs for federal awards.

Mr. Blume thanked the board for the opportunity to work for the District, stating the District has a good healthy fund balance. Ms. Montemayor reported \$1,664,000 was put into fund balance for a total of \$12,725,288. With no further comments, Trustee Watkins made a motion to approve the financial audit as presented. Mr. Gibson seconded the motion and it passed unopposed with one member absent.

8. Consider Contract Amendment with Lydick Hooks

Ashley Horsley with Parkhill, Smith and Cooper was present to address the revisit of the November 2020 roofing repairs at the Cactus campus. Ms. Horsley reported the roof is not finished, with the work not moving as fast as they hoped. Ms. Horsley stated a recovery schedule has been drafted and dated January 8, 2021. She updated the board on activity with the roof project. Ms. Horsley answered the reason for delay is the company was not fully staffed at the beginning of the project. Ms. Horsley stated the District is allowed to charge \$500 for every day they are over. Ms. Horsley stated the project consultant, Brad Draper, has done a very thorough inspection every week, reporting the company is doing a great job on the project. Ms. Horsley addressed the board's questions regarding requested information to reroof the Cactus gymnasium. She stated Lydick Hooks will honor the bid through 2021 and will not charge extra for this project. If the board chooses to do the gymnasium roof as a standalone project, it could cost \$3,000 to \$5,000 more. The cost would be \$12 - \$15/sq. ft. for a total \$71,000. The other option is to not coat the gymnasium roof and use this savings to offset the additional electrical expenses incurred on the Cactus roof. Ms. Montemayor stated the board does not have to make a decision now. Mr. Northern stated the roof is ok and not experiencing any leaks at this time. The board tabled the agenda item, stating they want to wait to see how the current project finishes out before they make a decision on the gymnasium roof.

9. Consider Board Resolution to Extend Emergency Paid Sick Leave

Asst. Supt. Caddell informed the board as a result of the COVID-19 pandemic, the federal government mandated the Family First Coronavirus Response Act (FFCRA) beginning in

the spring of 2020 through December 31, 2020. The FFCRA allowed full-time employees that met specific criteria to qualify for up to 80 hours, or 10 days, (less for part-time employees) of Emergency Paid Sick Leave without using their own personal leave while receiving their regular rate of pay during these absences. Mr. Caddell stated with the FFCRA expiring on December 31, 2020, Levelland ISD feels it is in the best interest of the District's employees to extend the EPSL portion of the FFCRA from January 4, 2021 through June 30, 2021. Mr. Caddell explained that employees who have already exhausted all of their hours/days during the first semester of the school year will no longer be eligible for another set of hours/days. Those employees with unused hours/days will remain eligible for SPSL up to the original amount designated by the original mandate. Trustee Potter made a motion to approve the resolution to extend the Emergency Paid Sick Leave portion of the FFCRA from January 4, 2021 through June 30, 2021. Vice Pres. Ellis seconded the motion and it passed unopposed with one member absent.

10 Consider 2021 Trustee Election Order

Ms. Montemayor requested the board's approval for a trustee election order for one trustee to single member District 2 and one trustee to single member District 4. Ms. Montemayor stated both positions will serve a three year term. Sec. Edens made a motion to approve the trustee election order as presented. Trustee Watkins seconded the motion and it passed unopposed with one member absent.

11 Consider 2021 Trustee Special Election Order

Ms. Montemayor requested approval for a special trustee election order to fill a Vacancy-Unexpired term ending May 2022 for District 1. Vice Pres. Ellis made a motion to approve the trustee special election order as presented. Trustee Watkins seconded the motion and it passed unopposed with one member absent.

12 Consider Financial Report

Ms. Montemayor presented the financial report for the period ending December 31, 2020. Ms. Montemayor reported a decline in revenues as well as a decline in expenditures under Fund 161. Ms. Montemayor explained payroll under Fund 171 is less due to a change in personnel. She stated Covid slowed the work of LOC, but the District is currently enrolling new clients that will aide in more revenue. Ms. Montemayor stated revenues are up and expenditures are down in Fund 181 due to cancellations in athletic competitions. Ms. Montemayor discussed separate functions under Fund 199. Ms. Montemayor stated revenues and expenditures are down in Fund 240. She explained a new plan was started in December, with reimbursement rates higher. She stated participation is still low. Regarding Debt Service under Fund 599, the District has collected 31% of what is budgeted. With no further comments, Mr. Gibson made a motion to approve the financial report as presented. Sec. Edens seconded the motion and it passed unopposed.

13 Consider Approval of HB3 Board Goals

Ms. Blair informed the board they must adopt and post on the District's website early childhood literacy and mathematics proficiency plans that set specific annual goals for the following five school years to reach quantifiable goals for student performance in reading and mathematics at each campus. Ms. Blair stated each plan must:

1. Identify annual goals for students in each group evaluated under the closing the gaps domain under Education Code 39.053(c)(3);

2. Include annual goals for aggregate student growth on the third grade reading or mathematics assessment instrument;
3. Provide for targeted professional development for classroom teachers in kindergarten or first, second, or third grade who are assigned to campuses that the board identifies as not meeting the plan's goals;
4. Be reviewed annually by the board at a public meeting.

Ms. Blair further stated the board shall adopt college, career, and military readiness plans that set specific annual goals for the following five school years to reach quantifiable goals for measures of student college, career, and military readiness at each campus. Each plan must:

1. Identify annual goals for students in each group evaluated under the closing the gaps domain;
2. Include annual goals for aggregate student growth on college, career, and military readiness indicators evaluated under the student achievement domain;
3. Be reviewed annually by the board at a public meeting.

Ms. Blair stated these are the board's goals that are living in the District Improvement Plan. Trustee Potter made a motion to approve the HB3 Board Goals. Vice Pres. Ellis seconded the motion and it passed unopposed with one member absent.

#### 14 Consider and Possible Action to Accept Bids or Trust Property in the City of Levelland

Ms. Montemayor presented a Tax Deed and Property Card for Trust Property in the City of Levelland for the submitted winning bidder, Elias Saenz, in the amount of \$1,001. Sec. Edens made a motion to accept the tax deed and property card as presented. Mr. Gibson seconded the motion and it passed unopposed with one member absent.

#### 15 Reports

##### A. Quarterly Reports

Ms. Montemayor discussed the quarterly reports for the period ending November 30, 2020. She stated 11.77 % of tax collections have been paid. The Cafeteria Report shows a net profit of \$121,774.41, stating that student participation is low. Ms. Montemayor reported total interest earned at Prosperity Bank under the quarterly investment report was \$17,655.77. Interest earned with TEX POOL was \$4,541.05 for the period ending November 30, 2020. Ms. Montemayor reported the remaining balance under the Workers Compensation Liability Report is \$19,126.30, noting there are a few pending claims.

##### B. 2021-2022 Budget Planning Calendar

Ms. Montemayor provided a 2021-2022 Budget Planning Calendar, stating there are still a lot of unknowns pending the legislative session that could go as late as September. Ms. Montemayor stated schools and departments will begin submitting budget requests to the business office on April 1, 2021. It was noted a budget workshop will be held at the regular scheduled school board meeting on July 15, 2021.

##### C. Student Fundraising Report

Supt. Northern informed the board of the following student fundraising activities that have been approved by the campus principal and superintendent:

January 4, 2021 LHS Student Council Cystic Fibrosis Bracelets: sold last year but COVID 19 caused issues. Bracelets

will be sold for \$3.00 a piece starting in January and ending in March 2021. The purpose is to raise awareness and funds to be donated to Cystic Fibrosis Foundation for research. 2/3 will go to CFF and 1/3 of the proceeds to Student Council.

January 7, 2021 LMS Cheer

Sell Cookie Collection: Scoop & Bake pre-portioned cookie dough March 12 through 26 to offset cost of cheer uniforms

**D. Superintendent Report**

Asst. Supt. Caddell provided the 3<sup>rd</sup> 6 weeks Attendance Report, stating last year at this time attendance was 95.06% as compared to this year 95.12%. Mr. Caddell stated the District Goal is 96.5%.

Ms. Montemayor gave a short report on Cap X Funds, stating a plan with TASB has been implemented for a facility study. After this plan is submitted, they will do a walk through and visit. TASB will build a report and submit it to the District before summer.

Supt. Northern informed the board January 25 -27 is the Virtual Midwinter Conference.

Mr. Northern invited the board to the upcoming Hockley County Stock Show.

Ms. Blair provided a chromebook disbursement overview in conjunction with the funding administration will be requesting from the board at the January 18, 2021 special board meeting. Ms. Blair stated prior to COVID, the Chromebook count was 150. In Spring 2020, 45 Chromebooks were purchased. In Summer 2020, 580 additional Chromebooks were added. In the Fall 2020, 100 Chromebooks were purchased for Intermediate, with 130 being added in the Winter 2021 to close the 3<sup>rd</sup> grade gap. Ms. Blair stated 1,250 Chromebooks are projected for the 3<sup>rd</sup> through 8<sup>th</sup> graders, with an average of 55. She stated the circumstances we are in and given the opportunity for TEA to pay approximately 75%, the District would be wise to take advantage of this generous opportunity to get the District where they want to be in technology devices. She stated the timeline is tight because it is dealing with federal dollars. Ms. Blair stated the long term goal is to send the devices home once students have learned the culture of the device.

**E. Board Report**

Pres. Moody asked the reason for students having to wear a mask while taking student pictures. Asst. Supt. Caddell answered it is optics reasons, as administration does not want to show a perception that LISD is not following protocol. Sec. Edens stated the closer we are to herd immunity, we will see a move away from wearing masks.

Pres. Moody reminded the board that revisions to the Superintendent goals was sent via email and asked if there were any questions. With no comments and assuming no more changes, Ms. Moody stated the document will stand as written.

16 Personnel

Asst. Supt. Caddell informed the board of the following personnel resignations, retirement and auxiliary new hires.

A. Personnel: Resignations, Retirements, Auxiliary New Hire

Resignations:

Ashley Purser Gibson (effective 12-18-20)	3 <sup>rd</sup> Life Skills Teacher	South
Stefanie Cortez (effective 12-10-20)	7 <sup>th</sup> Science Teacher	Middle
Natisha Morales (effective 12-18-20)	Life Skills Teaching Assistant	Intermediate
Z'Lae Weatherall (effective 1-4-21)	Bus Driver	Transportation

Retirements:

Maggie Rivera (effective 12-31-20)	ESL Migrant Specialist	High
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Auxiliary New Hires:

David Key (effective 1-6-21)	LOC Job Coach	High
Lupe Martinez (effective 1-8-21)	Life Skills Teaching Assistant	Intermediate

B. Personnel: New Hires

Sec. Edens made a motion to approve the following professional new hires as presented. Trustee Watkins seconded the motion and it passed unopposed with 1 member absent.

Sharon DeMerritt (effective 1-4-21)	7 <sup>th</sup> Science Teacher	High	Professional Non-Chapter 21 Employment Agreement
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17 Executive Session

The board did not retire to executive session.

18 Adjourn

The meeting adjourned at 9:52 p.m.

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Tania Moody, President

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DeEtte Edens, Secretary