



East Chambers Independent School District

Home of the Buccaneers

Andrea Smith, Superintendent • 216 Champions Loop Winnie, TX 77665 • 409-296-6100

MINUTES-BOARD OF TRUSTEES EAST CHAMBERS INDEPENDENT SCHOOL DISTRICT REGULAR MEETING OF NOVEMBER 10, 2025

A regular meeting of the Board of Trustees of the East Chambers Independent School District was held on **Monday, November 16, 2025, at 6:00 P.M.** in the East Chambers ISD Board Room, 216 Champions Loop, Winnie, TX 77665.

The meeting was called to order at **6:00 P.M.** by Scott Jones, President. Mr. Jones gave the welcome and led the Pledge of Allegiance.

Members present: Scott Jones, President; Lisa Bauer, Vice President; Charlotte Edwards, Secretary; Frank Abalos; Jason Gardner; Everett Guillory; Kelley Touchet

Members absent: None

Administrators present: Andrea Smith, Superintendent; Cheryl Williams, Curriculum & Instruction; Megan Leday, Primary Principal; Britnie Bordelon, Elementary Principal; Kelsea Broomas, Junior High Principal; Justin Lezak, High School Principal; Toby Kahla, Operations Director; Mitchell Long, Technology Director; Marsha Peden, Child Nutrition Director; Gena Albrecht, Business Manager; Cindy Bull, Special Programs Director

Audience/Visitors: Christy Ridgaway, Jill Gerlufsen, Left after student presentation: Rachel Gibson, Rene Hearn, several junior high students and parents for student presentation.

Student recognition/presentations:

Ms. Gibson, Ms. Hearn, Ms. Charles, Mr. Savoie, and Ms. Smith from the junior high campus brought 7 students to give a presentation to the board on their House (system). Students reviewed the purpose of the House (system), how students are grouped into each House, how they earn points, and shared pictures. Students also gave Superintendent Smith and the board members an opportunity to spin for their House assignment.

Public Participation: There was no public participation.

INFORMATION ITEMS:

Superintendent Reports:

Andrea Smith, Superintendent: Mrs. Smith reported on the following information items listed after administration reports: Discussion of Intruder Detection Audit Summary; Enrollment; Update Regarding Soccer Field, and Review of Update 126 Affecting Local Policies; BE(LOCAL): BOARD MEETINGS; BED(LOCAL): BOARD MEETINGS - PUBLIC PARTICIPATION; CJ(LOCAL): CONTRACTED SERVICES; CJA(LOCAL): CONTRACTED SERVICES - BACKGROUND CHECKS AND REQUIRED REPORTING; CLE(LOCAL): BUILDINGS, GROUNDS, AND EQUIPMENT MANAGEMENT - REQUIRED DISPLAYS; CQB(LOCAL): TECHNOLOGY RESOURCES - CYBERSECURITY; CQD(LOCAL): TECHNOLOGY RESOURCES - ARTIFICIAL INTELLIGENCE; CSA(LOCAL): FACILITY STANDARDS - SAFETY AND SECURITY; CV(LOCAL): FACILITIES CONSTRUCTION; DBD(LOCAL): EMPLOYMENT REQUIREMENTS AND RESTRICTIONS - CONFLICT OF INTEREST; DEC(LOCAL): COMPENSATION AND BENEFITS - LEAVES AND ABSENCES; DFBB(LOCAL): TERM CONTRACTS - NONRENEWAL; DGBA(LOCAL): PERSONNEL-MANAGEMENT RELATIONS - EMPLOYEE COMPLAINTS/GRIEVANCES; DH(LOCAL): EMPLOYEE STANDARDS OF CONDUCT; EEP(LOCAL): INSTRUCTIONAL ARRANGEMENTS - LESSON PLANS; EFA(LOCAL): INSTRUCTIONAL RESOURCES - INSTRUCTIONAL MATERIALS; EHBAF(LOCAL): SPECIAL EDUCATION - VIDEO/AUDIO MONITORING; EIA(LOCAL): ACADEMIC ACHIEVEMENT - GRADING/PROGRESS REPORTS TO PARENTS; FA(LOCAL): PARENT RIGHTS AND RESPONSIBILITIES; FEF(LOCAL): ATTENDANCE - RELEASED TIME; FFAC(LOCAL): WELLNESS AND HEALTH SERVICES - MEDICAL TREATMENT; FFB(LOCAL): STUDENT WELFARE - CRISIS INTERVENTION; FFF(LOCAL): STUDENT WELFARE - STUDENT SAFETY; FFG(LOCAL): STUDENT WELFARE - CHILD ABUSE AND NEGLECT; FNG(LOCAL): STUDENT RIGHTS AND RESPONSIBILITIES - STUDENT AND PARENT COMPLAINTS/GRIEVANCES; FO(LOCAL): STUDENT DISCIPLINE; GF(LOCAL): PUBLIC COMPLAINTS; GKA(LOCAL): COMMUNITY RELATIONS - CONDUCT ON SCHOOL PREMISES

Administration Reports:

Cheryl Williams, Curriculum & Instruction: Mrs. Williams reported on the Teacher Incentive Allotment, Professional Development, and Child Care Center Updates.

Megan Leday, Primary Principal: Mrs. Leday arrived after Literacy Night and gave her report after Gena Albrecht. Mrs. Leday reported on Enrollment, Staff Development, UIL, Veterans Day, Family Literacy Night, Red Ribbon Week, and Other Upcoming Events.

Britnie Bordelon, Elementary Principal: Mrs. Bordelon reported on Enrollment, Attendance, Staff Development, Stuco Activities, Red Ribbon Week, Fall Fest, Six Weeks Celebrations, Buccaneer Book Buddies, and other ongoing events.

Kelsea Broomas, Junior High Principal: Mrs. Broomas reported on enrollment, Red Ribbon Week, Pink Out, ELA/History Meeting, Stuco Fall Convention, Six Weeks Celebrations, HOCO Activities, Fantastic Friday, Other Ongoing Events.

Justin Lezak, High School Principal: Mr. Lezak reported on Enrollment, Department PLC, PSAT/SAT Testing, FFA at TVE, HOCO, Band Contest, National Technology Honor Society, UIL, Shirt Off My Back

Toby Kahla, Operations Director: Mr. Kahla reported on Auditorium Stage Extension, Emergency Operations Plan, Fence Project Update, Groundskeeping Renewals, CDL Bus Training, Building Updates, Training, and Reunification Kits.

Russ Sutherland, Athletic Director: Coach Sutherland submitted a written report on Varsity Football, Junior Varsity Football, Varsity Volleyball, Junior Varsity Volleyball, Junior High Volleyball, Cross Country Teams and Basketball.

Mitchell Long, Technology Director: Mr. Long reported on New Sound System, Computer Updates, Campus Locking Systems, TCEA Conference.

Marsha Peden, Child Nutrition Director: Mrs. Peden reported on financials, the Lufkin Food Show, Primary Taste Testing, Elementary Fall Fest, Need for Added Position at JH/HS Campus

Gena Albrecht, Business Manager:

Finance Reports:

Monthly Transactions Revenue Realized: \$3,036,778.15; Expenditures: \$957,656.18;

Check Register

Revenue/Expenditure Report

Depository Collateralization Report

Tax Collections

Student Activity Funds

Attorney Invoices

Investments:

\$ 2,230,137.39 Texpool

\$ 9,155,757.57 TASB Lonestar

\$.07 TASB Lonestar 2022 Bond Prop A

\$ 123,820.93 TASB Lonestar Debt Service Fund

\$ 533.96 TASB Lonestar PSF Capital Improvement

CONSENT AGENDA - ACTION ITEM:

The consent agenda is presented as a single item on the agenda. Any board member may ask for a specific item to be removed from the consent agenda if they want further discussion. That item will then be placed on the regular agenda for consideration. After any requested removals, the remaining consent agenda is approved with one motion, one second, and one vote.

A. Approval of Minutes October 14, 2025

B. 2025-2026 Campus Improvement Plans

C. Gifted & Talented Program Guide

D. Payments Over \$50,000:

Entergy \$50,000 (estimate)

Labatt \$50,000 (estimate)

Perdue Brandon \$64,710

E. 2025-2026 Budget Amendments

199/11/Instruction increased by \$36,000 Amended Budget \$12,293,434

199/41/Administration increased by \$74,210 Amended Budget \$1,061,043

199/52/Security increased by \$10,218 Amended Budget \$141,815

Move to approve the consent agenda as presented. This motion, made by Lisa Bauer and seconded by Charlotte Edwards,

Passed. Frank Abalos: Yea, Lisa Bauer: Yea, Charlotte Edwards: Yea, Jason Gardner: Yea, Everett Guillory: Yea, Scott Jones:

Yea, Kelley Touchet: Yea. Yea: 7, Nay: 0

ENTER CLOSED SESSION:

The Board entered into a closed meeting at 6:41 P.M. under §551.072 Real Property to discuss soccer fields agreement. The Board ended its closed meeting at 7:21 P.M.

RETURNED TO OPEN SESSION

ACTION ITEMS:

Consider Adding SLPA Position or Contracted Services:

Move to add SLPA position. This motion, made by Lisa Bauer and seconded by Charlotte Edwards, Passed.

Frank Abalos: Yea, Lisa Bauer: Yea, Charlotte Edwards: Yea, Jason Gardner: Yea, Everett Guillory: Yea, Scott Jones: Yea, Kelley Touchet: Yea. Yea: 7, Nay: 0

Consider Update to 2025-2026 Stipend Schedule:

Move to approve the updated 25-26 stipend schedule as presented. This motion, made by Lisa Bauer and seconded by Charlotte Edwards, Passed. Frank Abalos: Yea, Lisa Bauer: Yea, Charlotte Edwards: Yea, Jason Gardner: Yea, Everett

Guillory: Yea, Scott Jones: Yea, Kelley Touchet: Yea. Yea: 7, Nay: 0

Consider Outside Auditor for 2024-2025 School Finances:

Move to approve the outside auditor for 2024-2025 school finances as presented. The originally approved auditor, JR Edwards & Associates was purchased by Marino CPA Firm. This motion, made by Lisa Bauer and seconded by Jason Gardner, Passed.

Frank Abalos: Yea, Lisa Bauer: Yea, Charlotte Edwards: Yea, Jason Gardner: Yea, Everett Guillory: Yea, Scott Jones: Yea, Kelley Touchet: Yea. Yea: 7, Nay: 0

Consider Resolution to Designate Investment Officers and Update All Investment Accounts:

Move to approve the resolution to designate Superintendent Andrea Smith and Business Manager Gena Albrecht as the Investment Officers for the district and Update All Investment Accounts by removing Scott Campbell and adding Andrea Smith. Resolution attached. This motion, made by Lisa Bauer and seconded by Charlotte Edwards, Passed. Frank Abalos: Yea, Lisa

Bauer: Yea, Charlotte Edwards: Yea, Jason Gardner: Yea, Everett Guillory: Yea, Scott Jones: Yea, Kelley Touchet: Yea. Yea: 7, Nay: 0

Yea: 7, Nay: 0

Consider Adoption of 2025-2026 Student Attendance Accounting Handbook (SAAH):

Move to approve the adoption of the 2025-2026 student attendance accounting handbook as presented. This motion, made by Lisa Bauer and seconded by Jason Gardner, Passed. Frank Abalos: Yea, Lisa Bauer: Yea, Charlotte Edwards: Yea, Jason

Gardner: Yea, Everett Guillory: Yea, Scott Jones: Yea, Kelley Touchet: Yea. Yea: 7, Nay: 0

Consider Resolution of Calculation of Tax and 2025 Tax Roll:

Move to approve the Resolution of Calculation of Tax and 2025 Tax Roll as presented. Resolution and calculation attached.

This motion, made by Lisa Bauer and seconded by Charlotte Edwards, Passed. Frank Abalos: Yea, Lisa Bauer: Yea, Charlotte Edwards: Yea, Jason Gardner: Yea, Everett Guillory: Yea, Scott Jones: Yea, Kelley Touchet: Yea. Yea: 7, Nay: 0

Consider Resolution for Chambers County Appraisal District Ballot:

Move to approve the resolution for the Chambers County Appraisal District ballot casting the 65 votes split between Tan Williams and Laurie Payton. Resolution attached. This motion, made by Lisa Bauer and seconded by Charlotte Edwards,

Passed. Frank Abalos: Yea, Lisa Bauer: Yea, Charlotte Edwards: Yea, Jason Gardner: Yea, Everett Guillory: Yea, Scott Jones: Yea, Kelley Touchet: Yea. Yea: 7, Nay: 0

There being no further business, Mr. Jones declared the meeting adjourned at 7:27 P.M.

Scott Jones, President

Charlotte Edwards, Secretary

Date