

MINUTES OF THE REGULAR MEETING OF THE
BOARD OF TRUSTEES
CALDWELL INDEPENDENT SCHOOL DISTRICT

July 22, 2013

6:30 p.m.

Members Present: Dan Harris, Mark Goodman, Terri Jurena, Janet Carrigan,
Gerald Rodriguez, Mike Thompson, Clover Cochran

Members Absent:

Administrators: Dr. Janet Cummings, Rhonda Homeyer, Bill Broaddus, Gary Stout, Dr. Tim Cuff

Guests: Holly Ashley, Bobretta Taylor; Caldwell I.S.D., Vanessa Jackson, Lisa Daehnke,
Don Cook, Kathryn Penrose, Burleson County Tribune

President Dan Harris called the meeting to order at 6:30 p.m.

Public Input: No one wished to address the Board at this time.

Student/Staff Recognition: No one at this time.

Motion No. 3883

On motion by member Carrigan, seconded by member Jurena, the Board approved the following: the minutes of the June 24, 2013 Regular Meeting, July 8th Board Workshop & July 11th Board Workshop/Special Meeting; approved expenditures, tax reports, monthly investment reports for June 2013; and the following budget amendments: 1) Budget transfer for past district and meal expenses in Fuction 36 in the amount of \$17,198; 2) Budget transfer for Appraisal District Redistribution of expenses based on actual tax levy in the amount of \$6,810, as submitted by Rhonda Homeyer, Director of Business Services. (See a copy of the budget amendments attached and made a part of these minutes.)

For 6 *Ag. 1 Ab. 0

*Member Goodman voting against the motion for approval.

Mr. John Banks, Delinquent Tax Attorney, with Purdue, Brandon updated the Board on the district's delinquent taxes, filings, and collections. Mr. Banks reviewed the process of contacting delinquent tax payers and the procedures for collecting taxes due.

Mr. Doug Whitt, Southwest Securities, addressed the Board and presented preliminary financial information prepared for Caldwell ISD. Mr. Whitt reviewed the options the district could take regarding seeking a possible bond election.

Rhonda Homeyer, Director of Business Services, reviewed the bids received for Athletic Trainer for 2013-2014 with members of the Board. Bids were received accordingly:

- 1) The Physicians Centre Sports Medicine in the amount of \$11,000 + \$2,800* = \$13,800
*Additional Cost to Cover Sub-Varsity Football Games
- 2) Brazos Valley Sports Medicine- St. Joseph = \$15,000

Motion No. 3884

On motion by member Cochran, seconded by member Carrigan, the Board accepted the bid from St. Joseph in the amount of \$15,000 for Athletic Trainer for 2013-2014. (A copy of the bids are attached and made a part of these minutes.)

For 6 *Ag. 1 Ab. 0

*Member Thompson voted against the motion requesting that the district should solicit for more bid proposals in the future.

Motion No. 3885

On motion by member Carrigan, seconded by member Jurena, the Board approved the tax refund in the amount of \$1,618.14 to David & Arjustice Morris submitted by the Burleson County Tax Office. (The refund is due to an error in double assessment for improvements as indicated by Carroll Brincefield, Director of the Burleson County Appraisal District.)

For 7 Ag. 0 Ab. 0

Motion No. 3886

On motion by member Carrigan, seconded by member Cochran, the Board approved the tax resale deed submitted by Mr. Curtis Doss, Burleson County Tax Assessor Collector, for property purchased by Alfaro Reyes in the amount of \$755.00 for the following property:

Lots 376-377, Section 2, Cade Lake Estates Subdivision, being more particularly described in Volume 192 at Page 279 et seq, Deed Records of Burleson County, Texas (Tax Account No. 18411-1)

For 7 Ag. 0 Ab. 0

Motion No. 3887

On motion by member Jurena, seconded by member Rodriguez, the Board approved Mrs. Marilyn Bettes, Navasota ISD, as the district's representative on the TASB Board of Directors from TASB Region 6 to seek reelection. (The Board approved this nomination at the June 24th meeting but would not be accepted by TASB until effective dates of July 3rd – August 29th, 2013.)

For 7 Ag. 0 Ab. 0

Motion No. 3888

On motion by member Cochran, seconded by member Carrigan, the Board approved the following PDAS evaluation timeline as submitted by Superintendent Cummings:

Teacher Orientation	August 23, 2013
Teacher Self Report #1	September 13, 2013
PDAS Window for Appraisals	September 16, 2013 – April 11, 2014
Teacher Self Report #11 & 111	April 11, 2014
Summative Appraisals	April 28 – May 9, 2014
Walk Through Window	August 26, 2013 – May 30, 2014

For 7 Ag. 0 Ab. 0

Motion No. 3889

On motion by member Goodman, seconded by member Cochran, the Board approved the PDAS Appraisers as listed by Superintendent Cummings:

Primary Appraisers: Principals and Asst. Principals on Campuses
Secondary Appraisers: Superintendent Cummings & Designee- Beverly Lillie

For 7 Ag. 0 Ab. 0

Superintendent Cummings reviewed the district's Employee Handbook for 2013-2014 with members of the Board indicating the changes that have been made to the handbook.

Motion No. 3890

On motion by member Goodman, seconded by member Cochran, the Board voted to table the approval of the 2013-2014 Employee Handbook at this time to allow time for the Board to review the handbook and resubmit for approval at the August 1st Board Workshop.

For 7 Ag. 0 Ab. 0

Dan Harris, Board President, stated that the Board will take a 5-10 minute break at this time 8:30 p.m. The Board reconvened at 8:40 p.m.

Motion No. 3891

On motion by member Cochran, seconded by member Jurena, the Board set the date of Thursday, August 1, 2013 for a Board Workshop to complete the Maintenance & Facilities update with Mr. Broaddus and visit with Bo LeDoux and Mike Brooks, TASB, to discuss bond information.

For 7 Ag. 0 Ab. 0

Motion No. 3892

On motion by member Carrigan, seconded by member Goodman, the Board approved the district's renewals with TAPS, Texas Association of Public Schools, for property & casualty insurance and TIPS, Texas Political Subdivisions, for commercial auto insurance as listed:

<u>TAPS</u>	
Property Value	66,310,665
Deductible	10,000/10,000
Premium	<u>\$103,819</u>

<u>TIPS</u>	
56 Units	<u>\$17,574</u>

(See attached property & casualty insurance renewal comparison as submitted by Rhonda Homeyer, Director of Business Services.)

For 7 Ag. 0 Ab. 0

Motion No. 3893

On motion by member Cochran, seconded by member Carrigan, the Board approved the renewal for 2013-2014 with TASB for unemployment coverage in the amount of \$6,158. (See attached information regarding this renewal.)

For 7 Ag. 0 Ab. 0

Superintendent's Reports: *Fiber Optic Update: Dr. Cummings reported that at the May 7th, Special Meeting, Ann Greenberg with Walsh Anderson gave the Board a possible timeframe for pursuing the situation regarding the Interlocal Agreement for fiber optic between Burleson County, the City of Caldwell, Burleson County Hospital District and Caldwell ISD. Ms. Greenberg has been working with the Hospital's attorney, Mr. Syd Falk, regarding the lease agreement. There have been numerous phone calls and emails sent to the other parties involved for further discussion regarding the lease agreement without any response. Dr. Cummings stated that the district has already spent approximately \$4,900.00 in attorney's fees as well as time spent to contact the other entities and their attorneys. Dr. Cummings stated that there were meetings scheduled that she was not made aware of in order for her to attend and represent the district. Ms. Greenberg will continue to update as to the status of the agreement. *Dress Code: Dr. Cummings stated that the approved dress code for 2013-2014 has been placed on the district's web site. August 9th - 11th is tax free weekend and fliers have been distributed to local businesses. *Board Committees: Dr. Cummings stated that the district has tried to establish Committees with the past Board members. The Board would be allowed to select the committee that they may have an interest in serving such as in the areas of allocating school resources, budgeting and curriculum. This would also open avenues for more discussion but would be an extra time commitment by the Board. *Facility Usage: Dr. Cummings

stated that she has been tracking the district's facility usage through the reservation office at the Administration Office. There are many groups such as non-school groups as well as district groups using the facilities. Dr. Cummings stated that she and Mr. Broaddus have looked at other school's charges and process for their facility usage. It appears that Caldwell ISD is under charging for facility usage. There are several things to consider when charging fee usage; such as custodial fee; fee to charge non-school groups, etc. Dr. Cummings stated that we need to decide what to consider non-school groups. We must be sure to treat everyone fairly. Dr. Cummings expressed that we need to be sure that the appropriate paperwork has been completed for reserving the facility and all parties are informed in order to set air conditioning and whatever other needs may be requested. We may also need to look at the policy and procedures for facility usage. *Booster Club Update: Dr. Cummings reported that back in the spring, Rhonda Homeyer, looked at the policy and requirements for organizations recognized by the district. They must have by-laws and/or constitutions setup each year, have their own tax numbers and are required to submit information to the district as to who the officers are as well as submit a financial report by June 1st. Mrs. Homeyer sent a letter out to all organizations on July 10th to inform them of their responsibility to the district. *5.0 Classes: Dr. Cummings reported that the district's policy EIC (Local) states class ranking is based on points. There are some concerns regarding the point ranking of courses compared to others. The policy needs to be reviewed to see if changes need to be made according to the weighting

Members of the Board entered into Executive Session to discuss Agenda Item S. Personnel and Student Issues- at approximately 10:26 p.m.

EXECUTIVE SESSION:

President Harris read the following: "The Board of Trustees on July 22, 2013, beginning at 10:26 p.m. convened in a closed or executive session in accordance with the Texas Open Meetings Act.

At the end of the executive session, President Harris read the following: "The Board ended its closed or executive session at 11:05 p.m. on July 22, 2013. Regular session reconvened at 11:05 p.m.

Motion No. 3894

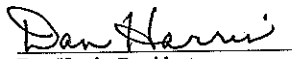
On motion by member Jurena, seconded by member Carrigan, the Board approved hiring Sara Boyd, Intermediate School (5th grade) Teacher.

For 7 Ag. 0 Ab. 0

At-Will Employees: Information Only

Hiring: Beverly Barnett, Elementary School – LVN
Resignation: Jasmine Ellis, Maintenance/Bus Driver
Winifred Surovik, Middle School Aide

There being no further business, the meeting adjourned at 11:08 p.m.


Dan Harris, President


Terri Jurena, Secretary