

**Minutes of the  
January 18, 2016  
Regular Meeting of the  
China Spring Independent School District Board of Trustees**

The China Spring I.S.D. Board of Trustees met in a regular meeting on Monday, January 18, 2016. Superintendent Dr. Marc Faulkner, Assistant Superintendent Dr. Joe Kucera, Director of Special Education Cherish Hermes, Executive Director of Business and Finance Brenda Poteet, Executive Director of Instructional Services Jennifer Crook, Kevin Pitts, Miranda Brown, Heather Jenkins, Mike Kelly, and Kim Coe met with the following trustees: John Palmer, Boyd Kent, Jeff Garrett, Rick Hines, Jeff Bradburn, Michael Dill, and Holly Dunham.

**1. Call to Order**

President of the Board John Palmer called the meeting to order at 6:00 p.m. noting that a quorum of Board Trustees was present and that the meeting had been duly called and that notice of the meeting had been posted in accordance with the Texas Government Code Chapter 551.

**2. Prayer**

The prayer was led by Jeff Bradburn.

**3. Pledge of Allegiance**

The pledge was led by elementary winners of the PTA Arts in Education Contest winners Callie Clark, Lacy Windwehen, and Emily Windwehen.

**4. China Spring ISD Mission, Vision, and Beliefs statements**

**A. MISSION STATEMENT**

Our mission, in partnership with the community, is to provide individualized learning experiences to prepare students for success in life.

**B. VISION STATEMENT**

Our vision in China Spring Independent School District is to strive for continuous improvement of our educational system by providing opportunities for all to achieve excellence.

**C. BELIEF STATEMENT**

Accountability and responsibility are shared by all.

**5. Staff Recognition**

**A. Elementary Faculty Member of the Month – Anne Trevino**

**B. Secondary Faculty Member of the Month – Wade Morton**

**C. Staff Member of the Month – Jo Wilson**

Superintendent Marc Faulkner acknowledged Elementary faculty member of the month, Anne Trevino, Secondary Faculty Member of the Month, Wade Morton, and Staff Member of the Month, Jo Wilson.

**6. Public Comment**

There was no public comment.

**7. School Board Appreciation Celebration**

Campus principals thanked the board for their service and presented various superhero themed items to the board members from the campuses.

**8. Public Hearing on the Annual Performance Report**

Jennifer Crook presented the Annual Performance Report to the board.

**9. Approval of minutes from the regular board meeting held on December 14, 2015, and the called board meeting held on December 18, 2015. (Action Item)**

Jeff Garrett moved and Rick Hines seconded the motion to approve the minutes from the regular board meeting held on December 14, 2015 and the called board meeting held on December 18,

2015. John Palmer, Boyd Kent, Jeff Garrett, Rick Hines, Jeff Bradburn, Michael Dill, and Holly Dunham voted in favor of the motion. The motion carried unanimously.

## **10. Reports to the Board**

### **A. Extra-curricular / student organizations**

1. Athletics
2. Band
3. FFA

### **B. Executive Director of Business and Finance**

### **C. Executive Director of Instructional Services**

### **D. Director of Special Education Report**

### **E. Assistant Superintendent**

### **F. Campus Principals**

### **G. Superintendent**

Reports to Board were given by the following: Mark Bell gave a report on athletic successes; Johnny Day presented on FFA activities; Brenda Poteet, Executive Director of Business and Finance, presented the Business and Finance Report; Jennifer Crook, Executive Director of Instructional Services, presented the Instructional Services report; Cherish Hermes, Director of Special Education, presented the Special Education Report; Dr. Joe Kucera, Assistant Superintendent, reported on maintenance and cafeteria issues; Campus principals reported on campus successes. Board opted to postpone the Superintendent report until after the Executive Session.

## **11. Executive Session, Govt. Code 551.074**

### **A. Consideration, discussion, and possible hiring of probationary teachers (Action Item)**

### **B. Annual Superintendent Evaluation**

The Board went into executive session at 7:24p.m. pursuant to the following section of the Texas Open Meeting Act, Govt. Code 551.074.

The Board returned from executive session at 9:10 p.m. with no action taken.

## **10. Reports to the Board (continued from before Executive Session)**

Superintendent Report - Dr. Faulkner reported on several items: staff resignations from John Stanley and Dana Price, several important dates for the Education Foundation Banquet and Golf Tournament, noted Administration Building construction started this week, presented bond schedules and payments for information for the board, and noted that he had come to an agreement with PSC on a cost of \$11,895 for two building assessments and full district master planning. Facilities assessments will be done during Spring Break. Dr. Faulkner also noted that TASB is holding Grassroots Meetings at the education service centers across Texas. The meeting for Region 12 will be February 23, 2016 at ESC 12. Dr. Faulkner, Holly Dunham and Jeff Bradburn will attend as representatives of CSISD.

## **12. Action arising from Executive Session (Action Item)**

Jeff Garrett moved and Boyd Kent seconded the motion to approve probationary teacher contracts for Elizabeth Rodriguez and Mandy Hoiten. John Palmer, Boyd Kent, Jeff Garrett, Rick Hines, Jeff Bradburn, Michael Dill, and Holly Dunham voted in favor of the motion. The motion carried unanimously.

## **13. Approval of district purchases of supplies and personal property (Action item)**

Rick Hines moved and Jeff Bradburn seconded the motion to approve district purchases of supplies and personal property. John Palmer, Boyd Kent, Jeff Garrett, Rick Hines, Jeff Bradburn, Michael Dill, and Holly Dunham voted in favor of the motion. The motion carried unanimously.

## **14. Consideration, discussion, and possible approval of a budget amendment for 2015-2016 operating budget (Action Item)**

Jeff Garrett moved and Rick Hines seconded the motion to approve budget amendments for the 2015-2016 operating budget as presented. John Palmer, Boyd Kent, Jeff Garrett, Rick Hines, Jeff Bradburn, Michael Dill, and Holly Dunham voted in favor of the motion. The motion carried unanimously.

**15. Consideration, discussion and possible approval of calling for a board of trustees election on May 7, 2016 (Action Item)**

When an election is called, the Board President must announce the number of continuing education hours completed by each sitting board member. The hours earned for last years are as follows: Rick Hines, Vice-President –5 Hours, Jeff Garrett, Secretary–7 Hours, Jeff Bradburn, Board Member–5 Hours, Michael Dill, Board Member–8 Hours, Holly Dunham, Board Member–15 Hours, Boyd Kent, Board Member – 6 Hours, John Palmer, President –5 Hours. Jeff Bradburn moved and Boyd Kent seconded the motion to call for a board of trustees election on May 7, 2016. John Palmer, Boyd Kent, Jeff Garrett, Rick Hines, Jeff Bradburn, Michael Dill, and Holly Dunham voted in favor of the motion. The motion carried unanimously.

**16. Discussion of long range planning – Facilities – strengths, weaknesses, and opportunities (Information Item)**

Board and administrators divided into 3 groups to discuss strengths, weaknesses and opportunities available with our Facilities/Operations.

**17. Consideration, discussion, and possible approval of moving the February Board meeting date. (Action Item)**

Jeff Garrett moved and Michael Dill seconded the motion to approve moving the February Board meeting date from Monday, February 15, 2016, to Monday, February 22,2016. John Palmer, Boyd Kent, Jeff Garrett, Rick Hines, Jeff Bradburn, Michael Dill, and Holly Dunham voted in favor of the motion. The motion carried unanimously.

**18. Discussion of future agenda items for February’s regular board meeting (Information Item)**

Administrator Contracts  
Joint Elections Agreement  
Election Judge and Officers  
School Calendar for 2016-2017  
Legal retainer with Walsh Anderson  
Demographic Study/Long Range Planning  
Board/Superintendent Goals


**19. Adjourn (Action Item)**

Rick Hines moved and Jeff Garrett seconded the motion to adjourn the meeting. John Palmer, Boyd Kent, Jeff Garrett, Rick Hines, Jeff Bradburn, Michael Dill, and Holly Dunham voted in favor of the motion. The motion carried unanimously.

The meeting was adjourned at 9:49 p.m.



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President



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Secretary