

SMITHVILLE I.S.D.
BOARD BRIEFS
FEBRUARY 17, 2003

The Smithville I.S.D. Board of Trustees met in regular session on Monday, February 17, 2003 beginning at 6:00 P.M. Items discussed or acted on by members included the following:

A. Board Recognitions

1. **Employees of the Month for January** - The Employees of the Month for January are Becky Munsch, English teacher at the High School, and Rosie Gutierrez, P.E./E.S.L. aide at the Elementary. Both employees were present at the meeting to be recognized.

B. Communications from the Public

2. **Communications from the Public** – There were no public communications.

C. Consent Agenda

Consent Agenda – Peggy Walicek motioned to accept items 3 through 7 as listed on the Consent Agenda. Mike Morgan seconded, and the motion carried 7-0. The Consent Agenda consisted of the following:

3. Minutes of the January 21, 2003 regular board meeting
4. Disbursements for the month of January 2003
5. Financial Statements for January 2003
6. Investment Report
7. Tax Collection Report

D. Information Items

8. **Construction Status Report** - Sam Best, Dale Murphree, and Steve Rogers, of Best Construction, were present at the meeting to update the Board regarding the progress of construction on the new high school.
9. **Superintendent's Report** - Mr. Sage briefed the Board on current happenings within the district, including legislative update information and school finance.
10. **Nurse's Report for all campuses** - Included in the board packet was a monthly report of cases seen through the nurse's office at all campuses for the month of January.
11. **District and Campus Improvement Plan Status Report** – A format has been designed for a mid-year status report, which allows the Board to monitor the implementation of the District and Campus Improvement Plans. District and campus staffs have prepared implementation status reports for the district improvement plan and for each campus improvement plan. These plans were included in the board packet and presented to the Board for review.

12. **Report on Board Member's continuing education hours** - Board Policy BBD [Legal] requires the Board President to announce the name of each Board member who has completed the required continuing education, who has exceeded the required hour of continuing education and who is deficient in the required continuing education. The following board members have exceeded the required continuing education hours: Mike Wittrock, Peggy Walicek and Mike Morgan. The following board members have not completed the required continuing education hours: Craig Williams, Linda Rooks, Howard Burns and Mike Davis.
13. **Tentative March Agenda Items** – The tentative agenda items for the March meeting are:
 - a. Construction Status Report
 - b. Superintendent's Report
 - c. Nurse's Report
 - d. Teacher contract reviews/extensions
 - e. Approve textbook selection
 - f. Consider adoption of 2003-2004 school calendar
 - g. Board recognitions
14. **Bidding, Selection, and Purchasing of New Weight Room Equipment for New High School Campus** – In order to provide the District with quality equipment for the new campus and develop a full weight room for the junior high student athletes of the District, it is necessary to purchase new weight room equipment for that purpose. Coach Flowers fulfilled the bidding requirements and provided the Board with results of the two bids received. Peggy Walicek motioned to accept the total bid for weight room equipment from Promaxima at a total cost of \$33,347. Mike Wittrock seconded the motion, and it carried 7-0.
15. **Consider purchase of computers and related technology equipment for the expansion and relocation of campuses within the District** – In order to provide computers and related technology to students and staff as a result of expansion and relocation of campuses within the District, Network Administrator John Harkrider is requesting permission from the Board to solicit bids for said equipment. Craig Williams entered a motion to authorize district staff to solicit bids for new computers for the new Junior High and High School campuses for the 2003-2004 school year, with the possibility of purchasing additional equipment at a later date if funds are available. With a second from Peggy Walicek, the motion carried 7-0.
16. **Consider Course Catalog and class rank policy for Smithville High School** – Kevin Shipley, high school principal, submitted for Board approval an updated for the 2003-2004 school year. Mike Morgan motioned to approve the catalog as presented. Linda Rooks seconded, and the vote passed 7-0.
17. **Call for Election of School Board Members, Places 3 and 4** - School Board members serve three-year staggered terms of office. Each year the Board must call an election to elect places whose three year term is expiring. The Election Code section 41.001 requires that elections for trustees for school districts will occur on the first Saturday in May. This year two places are up for election. They are:
 - Linda Rooks – Place 3
 - Craig Williams – Place 4Mike Wittrock made a motion to call for election of Places 3 and 4 on May 3, 2003 and approve the list of judges, alternates, early voting ballot board, early voting clerk and polling places. Mike Morgan seconded, and the vote passed 7-0.

18. **Staffing pattern for the 2003-2004 school year** – The time has come to consider the staffing pattern for the upcoming school year with considerations for moving grade 3 to the elementary, grade 6 to the junior high, and splitting the two secondary campuses. After many hours of discussion and input from District staff, the Superintendent presented the Board with a recommended staffing pattern for next year. Peggy Walicek motioned to approve the staffing pattern and addition staff as recommended by the Superintendent. Mike Morgan seconded, and the motion carried 7-0.
19. **Facility Use Fees in Relation to GKD [Local]** – In order to provide specific guidelines for fees when a district facility is requested for use by other than SISD groups, the Superintendent is recommending a schedule of fees for use of those facilities. Linda Rooks motioned to approve the fee schedule as presented. Mike Wittrock seconded, and the vote passed 7-0.

The Board adjourned to executive session at 8:25 p.m. and returned at 9:25 p.m. with no official action taken.

20a. **Review performance evaluations of administrative personnel** – Board Policy DNB [Legal] requires that administrative personnel be formally appraised annually. The superintendent evaluates all administrative personnel and has conducted formal evaluations with all administrators. The superintendent briefed the Board in closed session regarding the performance evaluations of the administrative staff of the school district.

20b. **Consideration of administrative contract extensions** – Linda Rooks entered a motion to award one-year extensions on two-year term contracts to the following administrators:

Sharon Eaves – Director of Business
Deborah Mayer – Director of Curriculum and Instruction
Judy Enis – Director of Special Education
Jimmy Trousdale – Junior High Principal
Sheri Lehnick – Elementary Principal
Karen Scherrer – Brown Primary Principal
Cheryl Burns – Junior High Assistant Principal
Nina Brinker – Brown Primary Assistant Principal

And two year contracts to the following:

Kevin Shipley – High School Principal
Chris Flowers – Athletic Director
Micky Virdell – Director of Special Programs

And one-year probationary contracts to the following:

Ana Murray – High School Assistant Principal
David Edwards – Elementary Assistant Principal

Peggy Walicek seconded the motion, and it carried 7-0.

21. **Adjournment** – The Board adjourned its meeting at 9:26 p.m.