

SMITHVILLE I.S.D.
BOARD BRIEFS
MAY 19, 2003

The Smithville I.S.D. Board of Trustees met in regular session on Monday, May 19, 2003 beginning at 6:00 P.M. Items discussed or acted on by members included the following:

1. **Recognition of Outgoing Board Member** – The Superintendent, on behalf of the District, recognized Linda Rooks for her term of service to the students of Smithville I.S.D.
2. **Oath of office for newly elected Board members** – Denise Behrens, acting in her capacity as a public notary, administered the Oath of Office to Craig Williams and Kamron Saunders, newly elected members of the Board of Trustees.
3. **Reorganization of the Board** – Board policies BDA [Legal] and BDA [Local] specify that the Board will elect a president, vice-president, and secretary at the first meeting after each election and qualification of Trustees. Peggy Walicek nominated Craig Williams to serve as president. Mike Wittrock seconded the motion. Mike Morgan moved that nominations cease, with a second by Peggy Walicek. Mr. Williams was elected by acclamation. Craig Williams nominated Mike Wittrock as vice-president. Kamron Saunders seconded the motion. Peggy Walicek moved that nominations cease, and Craig Williams seconded. Mr. Wittrock was elected vice-president by acclamation. Mike Wittrock then nominated Peggy Walicek to serve as secretary, with a second by Mike Morgan. Craig Williams moved that nominations cease, and Kamron Saunders seconded. Ms. Walicek was elected secretary by acclamation.
4. **Recognition of Athletes Achieving Academic All-State** – The Board recognized those students who achieved Academic All-State in football and basketball for the 2002-2003 school year. They were as follows: Justin Fierro, Jeffrey Kahanek, Clinton Burns, and Kellen Hall in football, and Lindsey Goertz and Megan Rogers in basketball.
5. **Employees of the Month for April** - The Employees of the Month for April are Marganna Martin, math teacher at the high school, and Edgar Poe, Jr., Assistant Director of Transportation for the District. Both were present at the meeting to be recognized by the Board.
6. **Outstanding Students for the Fifth Six-Weeks** – The outstanding student for the fifth six weeks from the junior high is Lili McEntire, daughter of Kerry and Brenda McEntire. The students chosen as outstanding students from the high school are Ashley Zimmerhanel and Logan Schroeder. Ashley is a senior, and is the granddaughter of Pat and Max Jones, and Edwin and Donna Zimmerhanel. Logan is a freshman, and is the son of Tammy and Johnnie Schroeder. All of these students were present at the meeting to accept the Board's recognition.
7. **Communications from the Public** – The Board heard from Dwight Stockton regarding his continued concerns concerning the student/teacher ratio, and budget impacts.

Consent Agenda – Mike Wittrock motioned to approve items 8 through 12 on the Consent Agenda as presented. Mike Morgan seconded, and the motion carried 5-0. The Consent Agenda consisted of the following:

8. Minutes of the April 21, 2003 regular board meeting and the May 6, 2003 special board meeting
9. Disbursements for the month of April 2003
10. Financial Statements for April 2003
11. Investment Report
12. Tax Collection Report

13. **Construction Status Report** – Steve Rogers and Dale Murphree, of Best Construction, were present at the meeting to update the Board regarding the progress of construction on the new high school.

14. **Superintendent’s Report** - Mr. Sage briefed the Board on current happenings within the district, including information on high school graduation.

15. **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 April.

16. **First Draft of the 2003-2004 District Budget** – Sharon Eaves, Director of Business, and Superintendent Gary Sage provided the Board with a copy of the first draft of the budget for Smithville ISD for the next school year.

The Board then moved to agenda item #21.

21. **Discuss condition of existing bleachers at Barry Field and possible additions** – In the summer of 2002, additional bleachers were purchased for seating at Barry Field. The new bleachers were angle frame, a cost savings, not the existing I-beam bleachers. The new bleachers do not match the existing bleachers in dimension, which creates a serious problem with viewing the scoreboard side of the field while seated in those bleachers. Gary Wilson, of Sturdi Steel, was present at the board meeting to discuss options for addressing the problem with the Board. Sturdi Steel is the company from which the angle frame bleachers were purchased. After much discussion, the Board requested that Sturdi Steel provide more information on building angle frame bleachers to match the rise on the existing I-beam bleachers, and also to explore the option of selling the existing angle frame bleachers to another school district, and to get back to them as soon as possible.

The Board returned to agenda item #17.

17. **Annual Maintenance Report** – Bobby Hennesey, Director of Operations, conducts a complete facility inspection of all District facilities in late spring of each year and prepares a written report of the findings. Mr. Hennesey presented the Board with his Annual Maintenance Report.

18. **Tentative June Agenda Items** – The tentative agenda items for the regular June meeting are:
 - a. School Climate Survey Report
 - b. Review Board Operating Procedures
 - c. Preliminary TAAS Spring Testing Report
 - d. Technology Status Report/Technology Plan Update
 - e. Review Draft Proposed Budget
 - f. Call for public hearing on proposed budget
 - g. Review District Crisis Management Plan
 - h. Recognition of Outstanding Students for the Sixth Six-Weeks
 - i. Superintendent’s Formative Assessment

- j. Cafeteria Food Item Bids
- k. Employee of the Month for May
- l. Consider bids for bleachers

19. **Consider Bids for Bank Depository** – The District is required to bid for depository services every two years. Bid documents were sent out to all banks located within the District boundaries as required and a pre-bid conference was held. Bids were received from First State Bank, First National Bank, and Lost Pines National Bank. After analyzing the bids, the recommendation was to award the contract to First National Bank. Mike Wittrock motioned to award the depository contract for the period September 1, 2003 to August 31, 2005 to First National Bank. Mike Morgan seconded, and the motion carried 5-0.
20. **Consider Bids for Pest Control** – Bids for pest control are solicited on an annual basis. After following proper bidding procedures, Bobby Hennesey, Director of Operations, brought forth to the Board two pest control bids received from Hodges Pest Control and Allied Pest Control. Allied Pest Control came in with the low bid, while meeting all specifications. Mike Wittrock moved to award the pest control contract for 2003-2004 to Allied Pest Control. With a second from Peggy Walicek, the motion carried 5-0.
22. **Approval of Audit firm for 2003-2004 annual audit** – In accordance with Texas Education Agency requirements, the District needs to have an annual financial audit performed. Sharon Eaves, Director of Business, recommended that the District employ the firm of Gindler, Chappell, Morrison, CPA, PC, which has conducted our audit for the past three years. Peggy Walicek motioned to approve the engagement of Gindler, Chappell, Morrison, CPA, PC as the district auditor for the fiscal year of 2003-2004. Mike Morgan seconded, and the motion passed 5-0.
23. **Restroom Renovations at Smithville Junior High** – The renovation of the restrooms in the current junior high school were addressed in the bond issue with funds set aside for funding the construction work to make them ADA compliant. The renovation of the current restrooms in the annex was not a part of the bond issue planning, but will be necessary if the sixth grade is to use the annex for classrooms next school year. Representatives from Best Construction were present at the meeting to answer questions from the Board regarding proposed renovations. After discussion by the Board, Peggy Walicek moved to approve renovations of the junior high restrooms, the high school annex restrooms and hallways as presented. Kamron Saunders seconded the motion, and the vote passed 4-1 with Mike Wittrock opposing.

At this time, 9:15 p.m., the Board recessed and returned at 9:20 p.m.

24. **Bastrop Central Appraisal District Budget Amendment Request** – The Bastrop Central Appraisal District contacted the superintendent requesting additional funds from Smithville ISD to purchase computer equipment. The Board took no action on this item.
25. **Student Dress Codes for Secondary and Elementary Schools** – The student dress code is reviewed annually by the administration, campus site-base committees, and the district site-base committee. The dress code, with a few minor changes, was presented to the Board for review and approval. Mike Wittrock entered a motion to approve the Student Dress Code for Secondary and Elementary Schools as presented. With a second by Peggy Walicek, the motion carried 5-0.
26. **Set Student Transfer Limit** – The Board is required to set transfer fees on an annual basis. The

District has received notification from the Texas Education Agency that Senate Bill 4, 76th Legislature, directed the commissioner to establish the amount of tuition that school districts could charge for educating a nonresident student. According to T.E.A., the maximum amount that Smithville ISD is allowed to charge for tuition is \$1,649. Craig Williams motioned to set the student transfer tuition fee for 2003-2004 to \$1,649 per student. Mike Morgan seconded, and the vote carried 5-0.

27. **Delegate selection for the TASB Convention Delegate Assembly** – The TASB Delegate Assembly is a crucial component of the Association’s governance structure. Each active member (school board) of the Association is entitled to have a delegate and an alternate attend the Assembly and cast our district’s vote on action items coming before the Assembly. The TASB Convention this year is September 19th – 22nd and will be held at the Dallas Convention Center in Dallas, Texas. The 2003 Delegate Assembly will meet on Saturday, September 20th, 2003. Peggy Walicek nominated Mike Morgan to serve as delegate from Smithville ISD. Craig Williams seconded the motion, then moved that nominations cease. Mike Morgan was elected delegate by acclamation. Mike Wittrock motioned to elect Peggy Walicek as alternate delegate. Craig Williams again seconded the motion, then moved that nominations cease. Peggy Walicek was elected alternate delegate by acclamation.

The Board entered into executive session at 9:45 p.m. and returned at 10:45 p.m. with no official action taken.

28. **Consider Land Aquisition Adjacent to District Owned Property** – The District has been contacted by a property owner, Mr. Charles Murray, of two lots for sale that are adjacent to the Brown Primary Campus. It has been a practice by the District to obtain any useful property in close proximity to Brown for future expansion or parking. Craig Williams motioned to authorize the Superintendent to negotiate the purchase of the two lots adjacent to Brown Primary. Peggy Walicek seconded, and the motion carried 5-0.
29. **Board Self-Evaluation** – Due to the fact that two board members were absent from this meeting, the Board decided to take no action on this item and to place it on the agenda for the next regular board meeting.
30. **Consider Parent Request for an Appeal of DAEP Length of Assignment** – No documentation from the parent was received to support an appeal to the Board, and the parent was not present at the meeting. Therefore, the Board decided to take no action on this item.
- 31a. **Resignations of Certified Personnel Including the Director of Business** – The Superintendent made the Board aware of the following resignations:
Cynthia Stickle – teacher at Brown Primary
Tiffany Thompson – teacher at the Elementary
Brenda McEntire – teacher at the Elementary
Tawny Ross – teacher at the High School
Scott Stalder-Skarmoutsos – teacher at the High School
Debi Barnett – teacher/coach at the Junior High
Sharon Eaves – Director of Business
- 31b. **Employment of Certified Personnel** – The Superintendent recommended employment of the following personnel: Tammi McNeal-teacher, Dana Henning-teacher, Lindsay Austin-teacher/coach, Gary McNeal-teacher, Marjorie Allen-teacher, Sophie Weinheimer-nurse, Jeanne Jordan-teacher,

Stacey Williamson-teacher, and Rebecca Hernandez-teacher. Mike Morgan motioned to approve employment of the above personnel for the 2003-2004 school year. Mike Wittrock seconded, and the vote passed 5-0.

- 31c. **Employment of Director of Business and Director of Curriculum** – With the resignation of Sharon Eaves, Director of Business, and the retirement of Deborah Mayer, Director of Curriculum, it is necessary to fill these very important positions in the District. After an extensive interview process, the Superintendent is prepared to make his recommendations for employment to the Board. In agreement with the Superintendent’s recommendations, Peggy Walicek make a motion to employ Heather Wilson as the Director of Business and Cheryl Burns as the Director of Curriculum for the 2003-2004 school year. Kamron Saunders seconded, and the motion carried 5-0.
32. **Adjournment** – The Board adjourned its meeting at 10:50 p.m.