

**SMITHVILLE I.S.D.**  
**BOARD BRIEFS**  
**JUNE 16, 2003**

The Smithville I.S.D. Board of Trustees met in regular session on Monday, June 16, 2003 beginning at 6:00 P.M. Items discussed or acted on by members included the following:

1. **Recognition of Athlete Achieving Athletic All-State** – The Board intended to recognize Nicole Rause for her accomplishment in being named to 2<sup>nd</sup> Team All-State in basketball. However, Nicole was not present at the board meeting.
2. **Employees of the Month for May** - The Employees of the Month for May are Vicki Hall, speech and debate teacher at the high school, and Jan Rinehart, PEIMS coordinator at Central Office. Both were present at the meeting to be recognized by the Board.
3. **Outstanding Students for the Sixth Six-Weeks** - The outstanding student for the sixth six weeks from the junior high is Kelley Harris, daughter of Anne and the late Bob Harris. The students chosen as outstanding students from the high school are Kayla Burns and Derek Smith. Kayla is the daughter of Cliff and Marilyn Burns, and Derek is the son of Robert and Bobbie Smith. Both students are freshmen. Derek and Kayla were present at the meeting to receive recognition. Kelley was unable to attend.
4. **Communications from the Public** – There were no public communications.

**Consent Agenda** – Mike Wittrock motioned to approve items 5 through 9 on the Consent Agenda as presented. Mike Morgan seconded, and the motion carried 5-0. The Consent Agenda consisted of the following:

5. Minutes of the May 19, 2003 regular board meeting
6. Disbursements for the month of May 2003
7. Financial Statements for May 2003
8. Investment Report
9. Tax Collection Report
10. **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.
11. **Superintendent's Report** – Mr. Sage updated the board on the current staffing status within the District, as well as the status of the Bastrop Central Appraisal District budget amendment request.
12. **Nurse's Report** - Included in the board packet was a monthly report of cases seen through the nurse's office at all campuses for the month of May.
13. **School Climate Survey Report** – Central Office staff conducted a climate survey of teachers and staff at every campus in May 2003. Results of the survey were tabulated, and the Superintendent gave a short review of the report at the board meeting.

14. **Preliminary TAKS Testing Report** – Cheryl Burns, Director of Curriculum and Instruction, presented a comprehensive report on TAKS Testing results from tests administered on all campuses in Smithville ISD in the spring of 2003. The report will allow the district staff to disaggregate the data by sub-groups, grade levels, and subject in order to plan for improvement in the future in the area of student performance.
15. **Superintendent's Formative Evaluation Process** – The Board has adopted an evaluation process for the Superintendent that involves a formative and summative evaluation of job performance. The process calls for a formative evaluation in June. Due to the length of the May agenda, the distribution of materials was postponed to the June meeting. At this meeting, the Board was provided the appropriate forms and materials to conduct the formative, and will conference with the Superintendent regarding the results in the July meeting.
16. **Tentative July agenda items** – The tentative agenda for July will include:
  - a. Review District Goals
  - b. Superintendent's Formative Evaluation
  - c. Call for Public Hearing on the proposed budget
  - d. Tentative August agenda items
  - e. Construction Status Report
  - f. Superintendent's Report
  - g. Cafeteria Food Item bids
  - h. Athletic bids
  - i. Consider Student Athletic Insurance
  - j. Walk-through for Substantial Completion of the new high school
  - k. Board Self-Evaluation
  - l. Second Draft of the 2003-2004 Budget
17. **Review of the Board Operating Procedures** - Following board elections and reorganization of the Board each year, the Board reviews their operating procedures to ensure that all members have input into adopting them. After reviewing their board operating procedures, Mike Morgan entered a motion to approve the board operating procedures as revised. Kamron Saunders seconded, and the motion carried 5-0.
18. **Review District Crisis Management Plan** – The District Crisis Management Plan was developed in recent years to address response to unforeseen emergency situations that could occur in the District. District staff updates the plan on an annual basis, as personnel changes occur and new situations arise. Kamron Saunders motioned to approve the District Crisis Management Plan as presented. Howard Burns seconded, and the motion carried 5-0.
19. **Campus Student Handbooks for 2003-2004 School Year** – In order to provide timely and detailed information to students and parents about the specific campuses in the District, the principals, along with the Superintendent, have designed handbooks for each of their campuses. The handbooks are designed to set the direction, rules, guidelines, and procedures for each campus for the coming school year. Howard Burns motioned to approve the student handbooks for the high school, junior high, elementary, and Brown Primary as presented by the campus administrative staff. Mike Morgan seconded, and the motion passed 5-0.

The Board took a short break at 8:50 p.m. and returned at 8:58 p.m.

20. **Revised Student Code of Conduct for 2003-2004** - The Student Code of Conduct is reviewed and evaluated by administrative staff on an annual basis. In the past, the document has been included in a “newspaper-style” tabloid, along with brief information about the campuses. This year, the code of conduct will be a separate document. Kamron Saunders made a motion to approve the revised Student Code of Conduct as presented. Mike Wittrock seconded, and the motion carried 5-0.
21. **Consider calling a special board meeting to review bids for re-construction of the bleachers for Barry Field** – The Superintendent is requesting that the Board call a special meeting to accept, reject, or modify plans for correcting the viewing problem associated with the 2002 bleacher additions to Barry Field. It was decided that a special meeting will be held on July 1, 2003 to address these issues.
22. **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.
23. **Consider Reading of Update 70** – The Board was provided a copy of Board Policy Update 70, an update of legal policies by the Texas Association of School Boards, in their board packets. Approval of this update is required. Howard Burns motioned to approve the reading of Update Policy 70. After a second by Mike Wittrock, the vote passed 5-0.
- 24a. **Resignations of Certified Personnel** – The Superintendent informed the Board of the resignation of Lisa Willmon, a counselor at the Junior High.
- 24b. **Employment of Certified Personnel including Assistant Principal** – The Superintendent recommended employment of the following personnel:  
Logan McGill II – teacher/coach at the high school  
Imelda Salazar – teacher/coach at the high school  
Allison Dredla – teacher at the junior high  
There was no assistant principal recommended for employment. Mike Wittrock entered a motion to employ the above personnel for the 2003-2004 school year, and Mike Morgan seconded. The vote passed 5-0.
25. **Adjournment** – The Board adjourned its meeting at 9:27 p.m.