

**Minutes of Regular Meeting
The Board of Trustees
Bastrop Independent School District**

A regular meeting of the Board of Trustees of Bastrop Independent School District was held on **Thursday, July 24, 2008**, beginning at 6:30 p.m. at the **Bastrop ISD Service Center, 906 Farm Street, Bastrop, Texas.**

MEMBERS PRESENT:

James Allen, President
Jim Mills, Vice-President
Karen Halladay, Secretary
Johnny Sanders
John Eaton
Glenn Peterson

MEMBERS ABSENT:

Sophia Williams

OTHERS PRESENT

Jerry Acevedo
Joe Charlton
John Creamer
Ellen Owens
Jeff Bryant
Jan Grabbert
Ken Jones
Michelle Smith
Carol Armstrong
Randy Wilson
Robert Leffingwell

ALSO PRESENT:

Roderick Emanuel, Superintendent
Betty Richardson, Asst. Supt. for Curriculum & Instruction
Sandra Callahan, Chief Financial Officer
Donald Williams, Exec. Director of Community Services
Henry Gideon, Chief Operations Officer
Thomas Dowdy, Director of Maintenance
Lori Gracey, Ex. Director of Technology/CATE
Jennifer Womack, Director of Curriculum & Assessment
Lacey Padgett, Director of Human Resources
Bryan Doyle, Director of IT Services
Gerald Perry, Director of Athletics/Head Football Coach
Dr. Celina Estrada-Thomas, Bastrop High School Principal
Nanci Stobaugh, Director of Special Education Co-op
Melissa Lautenschlager, Science Specialist
Tessie Young, Director of Programs
Terrell King, Bastrop High School Asst. Principal
Nancy Barrientos, Adm. Asst. to Superintendent
Christine Hansen
Marsha Goertz
Lee Gordon
Scott Cooper
Cheryl Robinson
Wright Wood

1. Opening, Presentations & Open Forum

A. Meeting Called to Order

President Allen called the meeting to order at 6:30 p.m. A quorum of Board members was present. The meeting was duly called and notice of this meeting was posted in accordance with the Texas Open Meetings Act.

B. Pledge of Allegiance

The Board of Trustees led the Pledge of Allegiance.

C. Pledge of Allegiance to the Texas Flag

The Board of Trustees led the Pledge of Allegiance to the Texas Flag.

D. Opening Prayer

Glenn Peterson offered the opening prayer.

E. Open Forum

1. Jan Grabbert

BISD parent and grandparent Jan Grabbert thanked Bastrop ISD and the Special Education Cooperative. Ms. Grabbert stated that her grandson recently graduated from Bastrop High School thanks to the support of the BISD and Special Ed Coop staff.

2. Superintendent's Report and Board Discussion

A. Curriculum Report

1. 2008 Federal and State Accountability

Jennifer Womack updated the Board on the 2008 Federal and State Accountability systems. She reported that the state uses the AEIS system and federal the AYP. Mrs. Womack reported that there are four versions of one test – TAKS, TAKS Accommodated, TAKS Modified, and TAKS Alternate. She added that all four tests are based on one set of standards and students are assessed on the enrolled grade level standards.

Mrs. Womack reviewed accountability indicators. She reported that an additional state indicator was completion rate or dropout rate, and an additional federal indicator was graduation rate or attendance rate. Mrs. Womack reported that she would return in August to discuss the districts' ratings. She added that federal ratings come out in October.

2. Gifted and Talented Program Update

Tessie Young presented an update on the BISD Gifted and Talented Program. She reported that 995 students district wide participate in the GT Program. Mrs. Young reported that GT students did very well on TAKS tests this year, adding that they would be working on more commended GT students.

Mrs. Young reviewed the GT program services at the different grade levels. She explained that kindergarten students are in a pull out program, students in grades 1-4 are in clustered groups of 6-10 students with similar areas of giftedness, and students in grades 5-6 are in cluster groups in designated teams with teachers who have received a minimum of 30 hours of GT training. Mrs. Young stated that middle school students are offered pre-advanced placement courses and a GT elective and high school students are offered Pre-AP and AP core content courses to include differentiation of processes and products for GT identified students.

Mrs. Young reviewed a GT Program Survey that was conducted in February 2008. She reported that surveys were distributed to parents, teachers and high school students. Mrs. Young reported that the GT Advisory Committee made recommendations based on the survey results and sent them to campus principals and GT support teachers. In addition, a plan of action would be developed based on the results and recommendations.

Mr. Sanders asked if the right people are in place for the GT positions. Mrs. Young stated that there is no extra compensation for GT teachers. She added that teachers must go through 30 hours of training to be a certified GT teacher. Mr. Eaton asked for a status report in the spring to see how successful the recommendations were implemented.

Mr. Sanders suggested making it mandatory for teachers to respond to the surveys. Mrs. Halladay suggested sending home an electronic version of future surveys. Mr. Mills commented that it appears that the high school teachers do not like the program. Mrs. Young stated that many don't like it because they have to teach a course towards a certain test at the end and that puts a lot of pressure on them to follow that curriculum.

3. BISD Staff Members Put on National Educational Technology Conference

Information was provided to the Board. Superintendent Emanuel thanked Lori Gracey and her staff for representing Bastrop at the National Educational Technology Conference. Mr. Emanuel reported that Mrs. Gracey served as the Program Chair and the conference was attended by over 13,000 people.

B. Financial Report

Information was provided to the Board. Sandra Callahan reviewed the near final 2007-08 general fund budget. She reported that 100.01% of revenues were collected while 99.39% of expenditures were spent. Mrs. Callahan reported that ADA was slightly lower than originally budgeted and tax collections were at 94%, one percent better than last year this time. She reminded the board of the one-time technology expenditures of \$2.1 million. Mrs. Callahan stated that utilities and gasoline prices came in double of what was budgeted, and she explained the importance of students coming to school.

Mrs. Callahan reported that the Auditor would be here next month. Mr. Eaton asked if there were any new revenue sources for 2008-09. Mrs. Callahan answered no and added that the 21st Century Grant Program would be completed in 2009-2010. She stated that the district must be very conservative with spending in future. Mrs. Callahan reported that it would be very important to balance the budget next year

1. Pre-Audit Requirement

This item was postponed and Mrs. Callahan reported that it would be presented in Executive Session in August per a new requirement.

C. Personnel Report

Information was provided to the Board. There was no discussion.

D. Operations Report

1. Update on Design and Construction Projects

Henry Gideon reported that the district's contractors will present the final budgets and GMP's (guaranteed maximum prices) for the performing arts center and the stadium for board consideration and approval August 11th. He stated that they are currently going through bids.

In addition, he reported that the district's design and construction team will also ask for authorization to seek bids for the remaining portions of the Cedar Creek High School project not included in the previously approved partial GMP. Once bids are received and reviewed, the board of trustees will consider and approve a final budget and final GMP for the Cedar Creek High School Project.

Mr. Gideon stated that the site work is well underway and that the CCHS work completed thus far was fairly dramatic and has really moved quickly.

Scott Cooper and Joe Charlton with American Constructors updated the Board on the CCHS project. They reviewed the project schedule and reported on a various site challenges, which included demolishing structures and relocating utilities. The site utilities would start in early to mid-August and after that the roads, parking lots, and building foundations would be constructed.

Sean Conner reported that Bartlett-Cocke opened bids for the performing arts center and the numbers are coming in a little high, however they are confident that they will bring the GMP within budget on August 11th.

2. Update and Review of Construction Bids for the Jerry Fay Wilhelm Center for the Performing Arts by Bartlett-Cocke

Sean Conner reported that Bartlett-Cocke has received bids for the performing arts center and the numbers are coming in a little high, however they are confident that they will bring the GMP within budget by August 11th.

Brad Pfluger reported that they had received preliminary proposals and the design and construction team would be prioritizing items to get the "most bang for the buck".

3. Update on Oil and Gas Lease Bid Process for the Old Paige School Site

Henry Gideon reported that the district received no bids on the RFP for an oil and gas lease for the Old Paige School site. He stated that even though there had been a lot of interest during the past few months, none of the vendors who requested bid packets submitted bids. Mr. Gideon asked the district's purchasing coordinator to contact vendors to inquire why there was no participation and it was reported that the vendors were

concerned about the “no-drill” provision of the RFP. Mr. Gideon reminded the board that he was hesitant to go back out for bids with this provision removed. Mr. Gideon reported that the school site is approximately 80 acres and was appraised at about \$262,000 five years ago. He added that the property has frontage on Highway 290. Mr. Sanders inquired about selling the property. Mr. Gideon reported that the district would have to prove to the state of Texas that the land does not have any educational value prior to putting the property up for sale. He reminded the board of trustees that they hold in trust all real property decisions and that in order to purchase property for public school facilities, they would have to assert an educational value or reason for the purchase, and in order to sell a piece of property the board of trustees would have to prove there was no longer an educational value to property put up for sale.

Mr. Eaton recommended the district go back out for bids and remove the “no drill” clause in the RFP and allow the district to explore the options of an oil and gas lease where mineral exploration on district property is allowed. Mr. Gideon stated that he would like to make sure the RFP and any agreements considered by the board safeguards the districts’ property, adding that the vendors must leave district property as they found it prior to exploration and extraction to prevent environmental concerns from being a liability for future boards and district official, especially if future boards determine this site is suitable for future public school facilities.

4. Update on Safety and Discipline Concerns

BHS Principal Dr. Celina Estrada-Thomas addressed a concern brought to her attention about disruptions in classrooms due to cell phones and other electronic devices. She stated that technology is here and we must embrace it. Dr. Estrada-Thomas reported that electronic devices would not be allowed during instructional time. She stated that if students are caught using devices during this time, they would be fined \$15 per occurrence. She explained that the fines would go back to the students for attendance incentives. Dr. Thomas stated that students bring these items at their own risk and the school will not be responsible for lost or stolen devices.

Dr. Estrada-Thomas reported that she is working on procedures to address discipline. She stated that the BHS staff would work on building relationships with students. In addition, she is planning increased visibility in the hallways at the schools. Dr. Estrada-Thomas stated that she is not planning any changes to the dress code at this point, and added that the current policy will be enforced. Dr. Estrada-Thomas reported that the teacher dress code policy has been amended.

Dr. Estrada-Thomas reported that BHS received a third monitor last year, and added that since the renovations are complete, the third monitor would no longer be needed. She went on to say that one monitor would be inside the building and the other on the outside. In

addition, she will work with SRO's to increase their visibility on the outside of the school.

Mr. Eaton asked if these recommendations would be implemented throughout the district. Mr. Gideon explained that the charge was to look at these concerns at the high school campus, adding that he would be glad to work with other campuses on these issues. Mr. Eaton talked about consistencies throughout the district. Mr. Sanders asked to discuss this at the August meeting.

Mr. Eaton asked if there were plans to increase the use of the Bastrop Police Department's drug dogs. Dr. Estrada-Thomas stated that she has not yet met with the chief or the SRO's, however she is in favor of unannounced visits from the dogs.

Dr. Estrada-Thomas gave special thanks to Thomas Dowdy and Shevis Moore for their assistance in getting the cameras installed and operating.

E. Athletics Report

1. BISD Student Athletic Handbook and Parent/Coach Communication Guide

Information was provided to the Board. Coach Perry reported that BISD now has one universal athletic handbook. Coach contact information is now included for all campuses and all sports. In addition, Coach Perry reported that the BISD Athletic Department has a new mission statement.

Coach Perry reported on the new Parent/Coach Communication Guide. He stated that the guide contains information on procedures to follow if a parent has a concern to discuss with a coach. In addition, the guide contains the Parent Code of Conduct.

Coach Perry reviewed a few changes to the Athletic Department. He reported that all students will be required to travel to and from all games as a team unless of an emergency. Other changes include no facial hair allowed on student athletes, no male earrings at any sporting events, and higher standards for coaches and athletes. Coach Perry stated that the drug testing policy is pretty universal. He recommended that all athletes be tested at the beginning of the year and then students go into a pool. He was unsure of the expense.

President Allen and John Eaton commended Coach Perry and his entire staff for taking ownership of athletics in the community. Coach Perry thanked his coaches for their assistance.

3. **Consent Agenda**
- A. **Consider Approval of Minutes of June 9, June 17, and June 23, 2008**
- B. **Consider Approval of Bids**

1. **Student/Athletic Insurance**
2. **Printing Services**

President Allen asked if any member of the Board would like to pull any of the consent agenda items for closer review. Item #3B2 was pulled. There being no further requests, President Allen called for a motion. Karen Halladay moved and John Eaton seconded to approve the following consent agenda items as presented: the minutes of June 9, June 17 and June 23, 2008; and all low proposals for printing services as presented with the exception of the Community Calendar (bid did not meet specifications).

MOTION CARRIED UNANIMOUSLY

Sandra Callahan reported that there was a change in the districts' recommendation since the Board Books were printed. She stated that Alamo Insurance charged an additional \$4,140 for summer camps. Therefore, the low bidder was now GM-Southwest.

Jim Mills moved and Glenn Peterson seconded to award the contract for Student/Athletic Insurance and Catastrophic Insurance for 2008-09 to GM-Southwest in the amount of \$27,138.00. President Allen asked for comments or questions. There being none, President Allen called for a vote.

MOTION CARRIED UNANIMOUSLY

4. **Action Items**
- A. **Consider Selecting a Delegate and Alternate Delegate to the TASB Assembly in September**

Glenn Peterson moved and Jim Mills seconded to name John Eaton as Delegate to the TASB Assembly in September. John Eaton recommended Glenn Peterson as Alternate Delegate to the TASB Assembly in September. President Allen asked the Board for comments or discussion. There being none, President Allen called for a vote.

MOTION CARRIED UNANIMOUSLY

- B. **Consider Approval of Bastrop ISD Student Code of Conduct for the 2008-2009 School Year**

Betty Richardson reported that due to the conversation this evening regarding cell phone usage, there was one page in the Student Code of Conduct that needed to be revised. She proposed that bullet #4 on page 10 be changed to read "using, displaying, or having in operational mode a paging device, cellular telephone, or telecommunications device (see definitions) at school during instructional time for other than approved educational use."

Jim Mills moved and John Eaton seconded to approve the Bastrop ISD Student Code of Conduct for the 2008-2009 school year with necessary changes as presented. President Allen asked the Board for comments or discussion. There being none, President Allen called for a vote.

MOTION CARRIED UNANIMOUSLY

C. Consider Approval of Corrected Teacher Pay Scale

Sandra Callahan reported that the HR Dept. made an error in the 2008-09 teacher pay scale that was approved by the Board last month and asked the Board to consider approving the corrected teacher pay scale.

John Eaton moved and Johnny Sanders seconded to approve the corrected teacher pay scale as presented. President Allen asked the Board for comments or discussion. There being none, President Allen called for a vote.

MOTION CARRIED UNANIMOUSLY

D. Consider Approval of Resolution to Authorize Tax Resale

Ellen Owens from McCreary, Veselka asked the Board to consider approving the resolution to authorize tax resale this evening.

Johnny Sanders moved and John Eaton seconded to approve the Resolution to Authorize Tax Resale as presented. President Allen called for comments or questions. There being none, President Allen called for a vote.

MOTION CARRIED UNANIMOUSLY

E. Consider Approval of Resolution to Authorize Tax Resale for Property

R36657

Ellen Owens from McCreary, Veselka reported that there is a property located on Chestnut Street that they would like authorization to hold a public auction in early September and accept the highest bid. She added that they would have a suggested minimum bid of \$15,000 and would accept a bid at their discretion.

Johnny Sanders moved and Jim Mills seconded to approve the Resolution to Authorize Tax Resale for Property R36657 as presented. President Allen called for comments or questions. There being none, President Allen called for a vote.

MOTION CARRIED UNANIMOUSLY

F. Consider Approval of Property/Casualty Insurance for 2008-2009 and Enter into an Interlocal Agreement with Texas Association of Public Schools (TAPS) Property and Liability Fund

Sandra Callahan reported that BISD has been with Insurance Network of Texas for the past three years and recommended that the Board approve the contract for another year. She stated that this is a local company that is easy to work with and added that this insurance is typically bid out every three or four years. Mr. Eaton inquired when the district last went out for bids for the property casualty insurance, and Mrs. Callahan answered 2005-06. Mr. Eaton recommended that the district take this item out for bid next year.

Jim Mills moved and Johnny Sanders seconded to renew the property casualty insurance with Insurance Network of Texas and execute a new Interlocal Agreement with Texas Association of Public Schools Property and Liability Fund. The policy period is September 1, 2008 through August 31, 2009. President Allen asked for comments or questions. There being none, President Allen called for a vote.

MOTION CARRIED UNANIMOUSLY

G. Consider Approval of Energy Goals and Recommendations

Henry Gideon reported that the Education Code requires that school boards establish a goal to reduce their districts' annual electric consumption by five percent each year for six years. Mr. Gideon passed out a sample local policy that has been reviewed and approved by TASB. He stated that the policy would need to be reworded a bit to match the legal policy. Mr. Gideon stated that he would bring back the policy next month for consideration.

Mr. Gideon also presented a memo containing guidelines and procedures in support of local energy cost avoidance policies that he is recommending the district adopt. He reported that there are a couple of items that could be controversial and that the board may hear some complaints from staff. These items include banning personal appliances and alternative lighting from classrooms and offices. Mr. Eaton was concerned about recommendations that require expenditures. Mr. Gideon assured the board that he is not proposing doing any of recommended guidelines and or procedures involving funding and cost concerns without seeking board authorization in current and future budget processes. The guidelines and procedures are a starting point and he added district maintenance staff will prioritize items requiring funding for retrofit and these will be presented to the board for future consideration.

No action was taken on this item this evening.

5. Information Items

A. District-Wide Calendar

Information was provided to the Board. There was no discussion.

B. Employee Opinion Survey

Information was provided to the Board. Betty Richardson and John Eaton reviewed several employee opinion surveys. Mrs. Richardson reported that the TASB survey pulls results together and generates charts and graphs and comments. She added that the survey is available online, and TASB would bring policy recommendations based on survey results. Mrs. Richardson

stated that cost had to be taken into consideration, adding that the TASB survey cost \$3,500 per survey and others were much more expensive. She stated that the district may like to conduct a survey early in the school year and another one at the end of the year for the first year, and then look at yearly surveys from then on. Mr. Eaton reported that TASB administers surveys to over 900 school districts in the state and is more geared towards school districts than other surveys.

Mrs. Halladay asked if verbiage recommendations could be made. Mrs. Richardson stated that TASB would be calling the Superintendent to discuss specific items to be addressed on the survey, and the Board can offer their input. Superintendent Emanuel stated that the TASB survey is an ideal model and is anonymous. Mr. Sanders requested that the survey results be sent to the Board President instead of the Superintendent.

Karen Halladay and Johnny Sanders were interested in reviewing exit interview information. In addition, Mr. Sanders would like to see exit interviews done in person instead of online.

C. Discuss Future Agenda Items

President Allen reminded the board that August would be a busy month. He stated that August 11th would be the meeting date to approve GMP's and conduct the Superintendent's evaluation; August 14th was the board's team building meeting at 5:30 p.m.; the regular board meeting on August 19th at the Service Center at 6:30 p.m.; and a goal setting meeting on August 26th at 5:30 p.m. President Allen stated that he would like to find an alternate location for the team building meeting on the 11th.

6. Closed Session

The Board of Trustees on July 24, 2008, beginning at 9:00 p.m. convened into closed session in accordance with the Texas Open Meetings Act.

A. Personnel Discussion (551.074)

1. Assistant Superintendent for Human Resources Position

B. Real Property (551.072)

1. Deliberate the exchange or valuation of real property held by the BISD in trust for itself and other taxing entities

7. Action Resulting from Closed Session

The Board reconvened at 10:11 p.m. on July 24, 2008.

A. Consider Approval of Superintendent's Recommendation on Assistant Superintendent for Human Resources

Jim Mills moved and Johnny Sanders seconded to approve the Superintendent's recommendation of Mr. Barry Edwards for the Assistant Superintendent for Human Resources position. President Allen called for comments or questions. There being none, President Allen called for a vote.

MOTION CARRIED UNANIMOUSLY

The Superintendent and the Board of Trustees welcomed Mr. Edwards to Bastrop ISD. Mr. Edwards thanked them for their support.

8. Adjournment

There being no further business, the meeting was adjourned at 10:13 p.m.

Board Secretary

Board President