

# Minutes of the Regular Meeting

## The Board of Trustees Commerce ISD

---

A regular meeting of the Board of Trustees of the Commerce Independent School District was held on April 15, 2019, at 7:00 p.m. at the Commerce ISD Administration Building, 3315 Washington St., Commerce, Texas. President Kathleen Hooten called the meeting to order, extended a warm welcome and announced that a quorum was present. The meeting had been posted for the time and manner required by law.

Board members present were Mrs. Hooten, Dr. Ray Green, Dr. LaVelle Hendricks, Ms. Etta Herring, Dr. Mark Reid, Mr. Randy Starks and Mr. Gabe Wittkopf.

### **Executive Session...**

Mrs. Hooten announced that the Board would convene in executive session at 6:06 p.m. to discuss personnel (§551.074) and hold a private consultation with the Board's attorney, if needed (§551.071).

### **Reconvene from Executive Session...**

Mrs. Hooten announced that the Board ended its closed session 7:14 p.m. on April 15, 2019.

### **Opening Activities**

Dr. Hendricks led an invocation. The pledge to the American flag was led by CMS students.

### **Recognition**

Senior Andrea Barrett was recognized for placing 10<sup>th</sup> in her class at the Texas High School Women's Powerlifting championship. Other powerlifters were recognized for competing in regionals.

The CHS Varsity Boys Basketball team was recognized as a Regional Finalist with a 12-0 district record and a 34-6 final record.

Quenton Finney, Boys & Girls Clubs of Northeast Texas' Youth of the Year, was recognized. Quenton gave the speech that placed him in the top spot for this region.

Jenny Krueger of the Boys & Girls Clubs of Northeast Texas presented three new charters including CES, CMS and CHS in conjunction with the school district, Texas A&M University-Commerce and the Texas ACE grant.

### **Citizens' Comments**

None

### **Action on Items Discussed in Executive Session**

Mr. Starks made a motion to accept the resignations of Amanda Salters, CES teacher; Nancy Franks and Jenna Landry, ACW teachers; and Sonja Virden and Pam Cole, CMS teachers. Dr. Green seconded the motion. The motion carried unanimously.

Dr. Hendricks made a motion to employ Kenda Kinnamon, CES teacher; Emily Kuser, Ashleigh Matthews and Lauren Pedron, ACW teachers; Victoria McKinney and Amy Smith, CMS; Lou Ann Tatum, CHS teacher; and Tony Henry, head girls basketball coach/teacher. Ms. Herring seconded the motion. The motion carried unanimously.

Mr. Starks made a motion to extend personnel contracts for teachers, counselors, school nurses and athletic trainer as presented. Mr. Wittkopf seconded the motion. The motion carried unanimously.

### **Commerce Middle School Report**

Dr. Shenequa Miller, CMS principal, along with several CMS teachers presented the campus report.

### **Consent Agenda**

Mr. Wittkopf made a motion to approve the minutes of the regular meeting on March 14, 2019 and the special meeting of March 26, 2019 and the financial statements and investment summary for March 2019. Dr. Hendricks seconded the motion. The motion carried.

### **Consider renewal agreement with Chartwells to provide food service management of the district's cafeterias for the 2019-2020 school year**

Director of Finance John Walker explained that the renewal will be for the fifth year of a five-year contract. He said the district would seek bids for the 2020-2021 school year.

Dr. Reid made a motion to approve the renewal agreement with Chartwells for the 2019-2020 school year. Mr. Wittkopf seconded the motion. The motion carried unanimously.

### **Consider Approval of TEA Instructional Materials Allotment and TEKS Certification**

Assistant Superintendent Patricia Tremmel said that all materials were in compliance with TEA. Dr. Reid made a motion to approve TEA Instructional Materials Allotment and TEKS certification. Mr. Starks seconded the motion. The motion carried unanimously.

### **Report on Board Member's Annual Training**

Mrs. Hooten reported that the following board members met board training requirements: LaVelle Hendricks, Etta Herring and Randy Starks. The following members exceeded training requirements: Ray Green, Kathleen Hooten, Mark Reid and Gabe Wittkopf.

### **Informational Reports**

Enrollment was 1536, down two students from this time last year.

The TASB spring workshop will be held May 14 at Texas A&M University-Commerce.

Director of Personnel and Communications Ludonna Smithers said that the District has been working with Region 10 ESC to implement online onboarding. Instead of a stack of papers, new employees will be able to complete necessary documents online saving time and money. This saves staff time and energy trying to locate paper documents in payroll and human resources.

Principals presented their monthly campus reports.

The date for the May Board meeting will be Monday, May 20, 2019. The meeting will be held at 7 p.m. Executive session will be held at 6 p.m. A special budget study session was called for 6 p.m., May 7, 2019.

The check register was presented.

#### **Board Member Comments...**

Dr. Hendricks invited those in attendance to join the Hispanic Education Consortium to recognize high school students at 11:30 a.m., Saturday, April 20. He also invited guests to participate in the Dan Jones 5K Run/Walk on April 27.

#### **Executive Session...**


Mrs. Hooten announced that the Board would convene in executive session at 8:36 p.m. to discuss personnel (§551.074) and hold a private consultation with the Board's attorney, if needed (§551.071).

#### **Reconvene from Executive Session...**

Mrs. Hooten announced that the Board ended its closed session 9:00 p.m. on April 15, 2019.

#### **Adjournment...**

Mr. \_\_\_\_\_ made a motion to adjourn. Mrs. Hooten stated that the meeting was adjourned.

  
\_\_\_\_\_  
Kathleen Hooten, President  
CISD Board of Trustees

  
\_\_\_\_\_  
Etta Herring, Secretary  
CISD Board of Trustees