

# Minutes of the Regular Meeting

The Board of Trustees  
Commerce ISD

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A regular meeting of the Board of Trustees of the Commerce Independent School District was held on April 16, 2018, at 6:00 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. LaVelle Hendricks, Dr. Mark Reid, and Dr. Ray Green, Mr. Randy Starks and Mr. Gabe Wittkopf. Ms. Etta Herring was absent.

## **Executive Session...**

Mrs. Hooten announced that the Board would convene in executive session at 6:00 p.m. to discuss personnel: consider resignations for professional personnel, consider employment of professional personnel, review and consider extension of personnel contracts for teachers, counselors, school nurse and athletic trainer, consider resignation of Tri County SSA personnel, Review and consider extension of contracts for Tri County SSA personnel and conduct Level Three hearing on appeal of decision re: school employee complaint/grievance (§551.074), safety and security (§551.076) and hold a private consultation with Board's attorney, if needed (§551.071).

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

Mrs. Hooten announced that the Board ended its closed session 7:29 p.m. on April 16, 2018.

## **Opening Activities**

Dr. Hendricks led an invocation. The pledge to the American flag was led by Mr. Starks and the pledge of the Texas flag was led by Mr. Wittkopf.

## **Recognition**

The CHS Football Team was recognized for making the Regional Semi-Finals. Coach Cody Farrell and team members were presented a poster marketing their achievements.

The CHS Basketball Team was recognized for advancing to the Regional Semi-Finals. Coach Roger Brown and team members were presented a poster marking their achievements.

CHS Powerlifters were recognized for their performance at Regional. Isaiah Askew finished ninth. Jacee Buchanan placed ninth. Brooklyn Matthews placed 11<sup>th</sup>. Sarah Coffman finished 11<sup>th</sup> and Andrea Barrett placed sixth. Coach John McSheffery praised the lifters for their performances.

Dr. Hendricks made a motion to move the level three appeal action in the agenda. Mr. Starks seconded the motion. The motion carried unanimously.

**Action on Items Discussed in Executive Session**

Mr. Starks made a motion to deny the employee complaint/grievance of Mrs. Felisha Jones-Brown. Mr. Wittkopf seconded the motion the motion carried unanimously. Mr. Jay Youngblood, the District's counsel, noted that the Level 2 grievance outcome was upheld and discussion ended at 7:52 p.m.

**Executive Session...**

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**Reconvene from Executive Session...**

Mrs. Hooten announced that the Board ended its closed session 8:18 p.m. on April 16, 2018.

Dr. Hendricks made a motion to accept resignations from Jesse Casarez, CMS band director; Chad Harris, CHS teacher; Jenna O'Neal, teacher/coach and Devan Marrow, CHS teacher. Dr. Green seconded the motion. The motion carried unanimously.

Mr. Wittkopf made a motion to employ professional staff including Stephen Clayton, CMS teacher; Jack Brandon, CMS teacher; and Wietske Tillema, ACW teacher. Mr. Starks seconded the motion. The motion carried unanimously.

Mr. Starks made a motion to extend a fourth consecutive year probationary contract to Joanna Byrd due to it being doubtful whether a term contract should be issued. Dr. Hendricks seconded the motion. The motion carried unanimously.

Mr. Wittkopf made a motion to extend contracts to teachers, counselors, school nurse and athletic trainer as presented. Dr. Green seconded the motion. The motion carried unanimously.

Mr. Starks made a motion to accept the resignation of Nancy Brightwell, a diagnostician with Tri County SSA. Mr. Wittkopf seconded the motion. The motion carried with Dr. Green and Dr. Reid abstaining.

Mr. Wittkopf made a motion to extend contracts to Tri County SSA personnel as presented. Mr. Starks seconded the motion. The motion carried with Dr. Green and Dr. Reid abstaining.

### **Ceremonial Swearing in of K9 Coco**

Chief of Police Joe Venable conducted the ceremony as Officer Dave Contreras assisted with K9-Coco.

### **Citizens' Comments**

None.

### **Consent Agenda**

Dr. Green made a motion to approve the minutes of the regular meeting on March 22, 2018 and the special meeting on March 26, 2018. Mr. Wittkopf seconded the motion. The motion carried unanimously. Mr. Wittkopf made a motion to approve the financial statements and investment summary for March 2018 as presented. Dr. Reid seconded the motion. The motion carried unanimously.

### **Consider Approval of Budget Amendment**

Director of Finance John Walker explained that amendments were necessary because of movement outside of functions which involved testing fees. Dr. Hendricks made a motion to approve the budget amendments. Mr. Starks seconded the motion. The motion carried unanimously.

### **Consider renewal agreement with Chartwells to provide food service management of the district's cafeteria for the 2018-2019 school year**

Director of Finance John Walker explained that this was the annual renewal agreement of a five-year contract with Chartwells. Ms. Sharee Osten, Chartwells and CISD food service director, and Mr. Rocky Patel, Chartwells district manager, were present for questions. Superintendent Charlie Alderman said the district was pleased with Chartwells service. Dr. Reid made a motion to approve the Chartwells renewal as presented. Dr. Green seconded the motion. The motion carried unanimously.

### **Presentation on Discipline Data Validation**

Dr. Patricia Tremmel, assistant superintendent, explained that the district was cited as Stage 1 regarding 2016-2017 discipline data. The event happened at Commerce Middle School when a student received four days of out-of-school suspension when the maximum is three. Dr. Tremmel said a corrective action plan has been put in place to ensure the event doesn't happen again.

### **Consider Approval of Tax Resale Properties**

Mr. Alderman presented four properties proposed by the District tax attorneys Perdue Brandon Fielder Collins & Mott. Three of the properties are in Neylandville and the other is in Fairlie. Accounts #R114983, R24611, R110773 and R22653 were presented for sale. Dr. Reid made a motion to approve the sale of properties as presented. Dr. Reid made a motion to approve the sale. Mr. Wittkopf seconded the motion. The motion carried with Dr. Hendricks abstaining.

**Consideration of additions/revisions/deletions of (LOCAL) policies reflected in the summary of recommendations resulting from the Policy Review Session conducted on November 13-14, 2017 including BE, BQA, BQB, CH, CKE, CV, DBA, DCA, DCC, DCE, DEA, DEAB, DEC, DEE, DK, DMA, EHAC, EHAD, EIC, FFAA, FFAC, FL, FNA, FNCA, FNF, GE, GKD and GKDA**

Dr. Reid made a motion to approved policies as presented with the exception of CH and CV. He moved to revert back to the previous lower levels required for board approval (\$25,000 and \$10,000, respectively). Mr. Starks seconded the motion. The motion carried with Dr. Hendricks opposing.

**Informational Reports**

Mr. Alderman reported enrollment of 1538, the highest of the year.

The CSSEF Boots & BBQ raised over \$13,500 on the event held on April 7.

Special Olympics track meet will be held on April 20 at TAMU-C stadium.

TASB spring workshop will be held May 15. A calendar of spring events was shared. Information about the District's body worn camera program was related. The Boys & Girls Club summer program will be held from June 4 – July 20 at ACW.

Principal reports were given. The check register was shared. A thank you note was received from the family of Loretta Kibler.

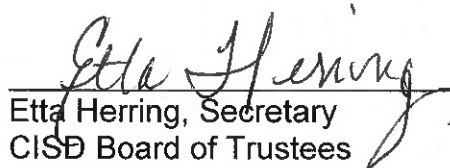
The date for the May Board will be Monday, May 21. The meeting will be held at 6 p.m. for executive session, followed by the regular session at 7 p.m.

**Adjournment...**

Dr. Reid made a motion to adjourn the meeting. Mrs. Hooten stated that the meeting was adjourned.



Kathleen Hooten, President  
CISD Board of Trustees



Etta Herring, Secretary  
CISD Board of Trustees