

REGULAR BOARD MEETING MINUTES

COMFORT INDEPENDENT SCHOOLS
MONDAY, NOVEMBER 17, 2008 – 6:00 P.M.
COMFORT ISD ADMINISTRATION BUILDING
327 HIGH STREET - COMFORT, TEXAS

The meeting will be held in compliance with Gov. Code, §551.the meeting is also being conducted in accordance with the Americans With Disabilities Act [42 U.S.C. 12101 (1991)]. The facility where the meeting is to be held is wheelchair-accessible, and handicapped parking is available. Handicapped services are available upon request if received at least 48 hours prior to the meeting. To make arrangements for handicapped services, please call (830) 995- 6400.

The subjects to be discussed are listed on the agenda. Items do not have to be taken in the same order as shown on the meeting notice. If, during the course of the meeting, any discussion of any item listed on the Agenda should be held in closed meeting, the Board would convene in such closed meeting in accordance with Texas Government Code, § 551.071 - 551.084 to consult with the Board's attorney, discuss purchase, exchange, lease, or value of real property, discuss negotiated contracts for prospective gifts or donations, discuss personnel or to hear complaints against personnel, consider the deployment, specific occasions for, or implementation of security, personnel or devices, and/or consider discipline of a public school child or complaint or charge against personnel. No action will be taken during a Closed Session. At any time, the Board may go into closed meeting to receive legal counsel or advice, which the school district's legal counsel determines should be confidential in accordance with counsel's duty to the district pursuant to the code of professional responsibility of the State Bar of Texas.

I. CALL MEETING TO ORDER

Barb Lindner, Board President called the meeting to order at 6:02 p.m.

Trustees present: Marshall Jennings, Ray Avery, Eric Lantz, Barb Lindner, Benji Alldredge, Jane Neuenschwander and Agustin Avalos.

II. PUBLIC COMMENT

A. Public Comments

At this time, the Board will listen to comments from the public or staff members. In order to comment, please complete a public comment card and present it to the Board president prior to the beginning of the meeting. (All public comments will be limited to three minutes per issue or agenda item.)

1. Agenda items
2. Non-agenda items
 - Dixon Property –Rod Eckert

III. SPECIAL PRESENTATIONS

A. Student Recognition

B. Employee Recognition

Teachers of the Month:

High School:

Middle School:

Tisha Miller

Doris Reeh

Elementary School: Kristen Day
Professional of the month: Catharine Mannering
Employee of the month: Leocadia Campos

B. Board Recognition

IV. WRITTEN REPORTS INCLUDED IN BOARD PACKET

A. Superintendent's Report

- 1) *Building Progress*
- 2) *Personnel*
- 3) *November District Calendar*

B. Principal's Report

- 1) *Elementary School Report*
- 2) *Middle School Report*
- 3) *High School Report*
- 4) *Food Service Report*

V. CONSENT AGENDA

All items in the consent agenda should be approved as presented unless an item is removed. All items are as recommended by the Superintendent.

1. **Minutes of the October 20, 2008 Regular Meeting**
2. **Local Maintenance and Operations, Interest and Sinking, Workers' Compensation, Student Activity, and Tax Collection Reports,**
3. **Monthly Investment Report**
4. **Building Project Financial Update**

Mr. Avery made a motion that the Board pull item 4 of the consent agenda and accept items 1, 2, & 3 of the consent agenda as presented. Mr. Lantz seconded the motion. The motion passed 7-0.

VI. NON-ACTION ITEMS FOR DISCUSSION AND CONSIDERATION

A. First Reading of Policy Update 84

VII. ITEMS FOR DISCUSSION AND/OR ACTION

In accordance with Texas Government Code, § 551.071 - 551.084 to consult with the Board's attorney, discuss purchase, exchange, lease, or value of real property, discuss negotiated contracts for prospective gifts or donations, discuss personnel or to hear complaints against personnel, consider the deployment, specific occasions for, or implementation of security, personnel or devices, and/or consider discipline of a public school child or complaint or charge against personnel. No action will be taken during a

Closed Session. At any time, the Board may go into closed meeting to receive legal counsel or advice, which the school district's legal counsel determines should be confidential in accordance with counsel's duty to the district pursuant to the code of professional responsibility of the State Bar of Texas.

A. Items Removed from the Consent Agenda

Item 4, Building Project Financial Update, was pulled from the Consent Agenda. Mr. Lantz wanted to discuss several of the remaining balances. Mr. Chapman explained the reason for the balances. Mr. Lantz made the motion to approve item 4 of the consent agenda. Mrs. Neuenschwander seconded the motion. The motion passed 7-0.

B. Issue Certificates of Election

Background: *Certificates of Election will be executed for elected/appointed board members.*

Board President, Barb Lindner, issued the Certificates of Election to the incoming Board Members – Russell Saur, District 4, Tillie Moldenhauer, District 5, and Brad Spenrath, District 6.

C. Administer Oath of Office

Background: *The Oath of Office is administered to new trustees affirming their faithful execution of their duties of the office of trustee.*

Judge, Frieda Pressler, administered the Oath of Office to the incoming Board Members – Russell Saur, District 4, Tillie Moldenhauer, District 5, and Brad Spenrath, District 6.

D. Reorganization of Board/Election of Officers

Background: *Trustees will conduct reorganization of the Board according to Policy BDAA(Legal) and BDAA(Local).*

Recommendation: *It is the superintendent's recommendation that the Board elect a president, vice-president and secretary.*

Mr. Avery made a motion to nominate Barb Lindner as President of the Board. Mr. Saur seconded the motion. Mr. Spenrath moved that the nominations cease. Mrs. Moldenhauer seconded that motion. The motion to select Barb Lindner as President of the Board passed 5-0-1. Mrs. Lindner abstained from the vote. Mr. Lantz was absent at the time of the vote.

Mr. Jennings made a motion to nominate Eric Lantz as Vice President of the Board. Mr. Avery seconded the motion. Mrs. Moldenhauer moved that the nominations cease. The motion passed 6-0-1. Mr. Lantz abstained from the vote.

Mr. Avery made the motion to nominate Marshall Jennings as Secretary of the Board. Mr. Lantz seconded the motion. The motion passed 6-0-1. Mr. Jennings abstained from the vote.

E. Comfort ISD Budget Amendment for Elementary Roof and Election Costs

Background: Earlier this year (July), we contracted with Parsons Roofing of Waco to replace the roof for the main elementary building (offices, Wing A and Wing B) for a total of \$99,688 to come out of the then current year budget.

Parsons has ordered and delivered materials, but has not completed the roofing project. Since our budget year ended on August 31st, those funds set aside for the roof from the previous budget will go into the fund balance and will have to be reallocated in the new budget year. We are finishing the roofing project. The \$99,688 will be moved from fund balance for major improvements in our current year budget.

Additionally, when the budget for 08-09 was developed, we were in the process of reviewing our options for election services. In the past, we have been able to handle the election with our own staff. However, with all the new guidelines, voting machines, and personnel required, we have contracted with the new elections clerk of Kendall County to perform this service. An estimate of their service will be an additional \$13,000 more than we had previously budgeted for election expenses. There are sufficient funds in the capital improvements area of the budget that can be moved to cover the shortfall, with board approval. Please move \$13,000 from Function 81, Capital Improvements, to Function 41, General Administration.

DECREASE	Fund Balance	199-00-3600	\$ 99,688
DECREASE	Capital Improvements	199-81-6XXX	\$ 13,000
INCREASE	Building Improvements	199-81-6629	\$ 99,688
INCREASE	Election Services	199-41-6299	\$ 13,000

Recommendation: It is the recommendation of the superintendent that the Board approve the Comfort ISD Budget Amendment as presented.

Due to the fact that there were community members in the audience who had been given a time to speak to the Board, the Board moved to item I on the agenda.

After item I was considered and voted on the Board returned to the regular order of the agenda.

Mr. Jennings made a motion that the Board approve the Comfort ISD Budget Amendment as presented. Mrs. Moldenhauer seconded the motion. The motion passed 7-0.

F. Consider/Approve Policy DEC (LOCAL)

Background: Several changes need to be made to the DEC (Local) policy. The changes are noted on the attached documents.

Recommendation: It is the recommendation of the superintendent that the Board approve the DEC (Local) policy as presented.

Mr. Spenrath made the motion that the Board approve the DEC (Local) policy as presented. Mr. Lantz seconded the motion. The motion passed 6-0-1. Mrs. Moldenhauer abstained from the vote.

G. Consider/Approve Policy FFAC (Local)

Background: FFAC (Local) policy discuss the wellness and health Services and medical treatment for the district. Several recommendations are provided on the following pages in red. The district nurses researched the information to make sure the changes meet the state nurse's regulations, state and school laws.

Recommendation: It is the recommendation of the superintendent that the Board approve the FFAC (Local) policy as presented.

Mrs. Moldenhauer made a motion that the Board approve the FFAC (Local) policy as it is written with changes. Mr. Jennings seconded the motion. The motion passed 7-0.

H. Consider/Approve Purchase of Dell Computers

Background: The district's technology is quickly expanding to meet the demands of the 21st century. With new software, smart boards and projectors, the older teacher workstations are not able to function properly or timely. Details of pricing and available monies are provided.

Recommendation: It is the recommendation of the superintendent that the Board approve the purchase of 116 desktop computers using current technology general fund monies.

Mr. Lantz made the motion that the Board approve the purchase of 116 desktop computers using current technology general funds monies. Mr. Jennings seconded the motion. The motion passed 7-0.

I. Consider/Approve Boys and Girls Club Lease Agreement

Background: The district requested Walsh / Anderson to develop a Request For Proposal (RFP) for an after school program at the Comfort elementary. An ad was placed in the newspaper for two consecutive weeks notifying interested organization to apply. On October 20th, the Board made the motion that the Board of Trustees accept the Proposal submitted by the Boys and Girls Club and directed the Superintendent to negotiate the final contract with The Boys and Girls Club for final approval by the Board of Trustees at the November 17, 2008 Regular Meeting. The District's attorney and the Boys and Girls Club's attorney have agreed to the final lease agreement attached.

Recommendation: *It is the recommendation of the superintendent that the Board approve the lease contract with the Boys and Girls Club for an After School Program subject to the approval of the Texas Education Agency (TEA).*

Mr. Avery made a motion that the Board accept the lease contract with the Boys and Girls Club for an After School Program as written with the \$25.00/month fee, pending the approval from the Texas Education Agency. Mr. Lantz seconded the motion. The motion passed 4-1-2. Mr. Jennings was opposed. Mr. Spenrath and Mrs. Moldenhauer abstained from the vote.

J. Consider/Approve Construction Change Directive #8 (CCD #8) and Construction Change Directive #9 (CCD #9) for the 2006 Bond Project

Background: *CCD #9 is for the additional items 1). Re-grade the area around the new gymnasium building, 2). Tie-in the existing downspouts to the underground drainage piping, and 3). Provide 10" inline drain and tie-into underground drainage piping. Cost \$35,555.00.*

CCD #8 is to provide for removal of the metal panels and rigid insulation to accommodate the truss system that will saddle over the existing roofs at the middle school and at the high school campuses.

Recommendation: *It is the recommendation of the superintendent that the Board give the superintendent the authority to negotiate and approve CCD # 9 not to exceed \$35,555.00 and CCD # 8 not to exceed \$28,000.00.*

Mr. Spenrath made a motion that the Board approve the change orders and pay invoices. Mr. Lantz seconded the motion. The motion passed 6-0-1. Mr. Saur abstained from the vote.

K. Consider/Approve Possible Options for the Dixon Property and Gaddis Memorial United Methodist Church Property

Background: *Before the district purchased the Dixon Property, the district met with Methodist Church representatives to discuss a possible trade of property. The district obtained a letter developed by Mr. Busby stating the church would assist the district in a property change. (The district must trade value for value, not square foot for square foot.) The district then purchased the Dixon Property. After the district purchased the property, the Methodist Church sent the district a new letter. Please see documents attached.*

Recommendation: *It is the recommendation of the superintendent that the Board provide the superintendent direction as to the future of the Dixon Property.*

The Gaddis Memorial United Methodist Church was given 10 minutes to address the board regarding possible options for the Dixon property and church property. Don Durden spoke as a representative of the church.

Mr. Avery made a motion that the Board ask Mr. Chapman to explore all options the board has and get back to the board with the possible acquisition of property.

No one seconded the motion. The motion failed. Mr. Lantz made a motion that the Board let Mr. Chapman find out the value of the 4 acres of land behind the Gaddis Memorial United Methodist Church and if the church would entertain the idea of selling all or part of the 4 acres to the school. Mr. Jennings seconded the motion. The motion passed 7-0.

VIII. ADJOURN

There being no further business the meeting was adjourned at 8:28 PM.

*Barb Lindner
Board President*

*Marshall Jennings
Board Secretary*