

# **REGULAR BOARD MEETING MINUTES**

## **COMFORT INDEPENDENT SCHOOLS**

**MONDAY, APRIL 13, 2009 – 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: Ray Avery, Eric Lantz (6:07), Barb Lindner, Rusty Saur, Brad Spenrath, Tillie Moldenhauer and Marshall Jennings.*

### **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*

### **III. SPECIAL PRESENTATIONS**

<i>Employee(s) of the Month:</i>	<i>Leslie Behrendt</i>
<i>Professional(s) of the Month:</i>	<i>Loretta Nevers</i>
<i>Teacher(s) of the Month:</i>	<i>CES Trudi Oliphant</i>
	<i>CMS Rebecca Matthew</i>
	<i>CHS Leia Webb</i>

### **IV. WRITTEN REPORTS INCLUDED IN BOARD PACKET**

#### **A. Superintendent's Report**

- 1) Personnel*
- 2) April 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 March 16, 2009 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**

*Mrs. Moldenhauer made the motion that the Board approve the consent agenda as presented. Mr. Avery seconded the motion. The motion passed 7-0.*

**VI. NON-ACTION ITEMS FOR DISCUSSION AND CONSIDERATION**

**VII. ITEMS FOR DISCUSSION AND/OR ACTION**

*(According to Government Code §551.071-§551-082, the Board of Trustees may convene in a closed session §551.071, Private consultation with the Board's attorney; §551.072, Discussion purchase, exchange, lease, or value of real property; §551.073, Discussing negotiated contracts for prospective gifts or donations; §551.074, Discussing personnel or to hear complaints against personnel; §551.076, Considering the deployment, specific occasions for, or implementation of security, personnel or devices; and §551.082, Considering discipline of a public school child or complaint or charge against personnel.) No action will be taken during a Closed Session.*

**A. Items Removed from the Consent Agenda**

**B. 2008-2009 Food Service Agreement with ARAMARK Services**

***Background:*** *We have completed our fourth year of our food service agreement with ARAMARK Services. Our current agreement requires that the school board review the agreement and consider renewing the agreement for services.*

***Recommendation:*** *It is the recommendation of the superintendent that the Board approve the food service agreement with ARAMARK Services for the 2009-2010 school year.*

*Mr. Lantz made a motion that the Board allow Mr. Chapman to put together an agreement with Aramark Services for the 2009-2010 school and to authorize Mr.*

Chapman to make the final decision. Mr. Saur seconded the motion. The motion passed 6-1. Mr. Jennings was opposed.

**C. Leasing the Dixon House to Chip Mayfield**

**Background:** Chip Mayfield and his family would like to rent the house located on the Dixon Property. The district has renovated the property for renting. Enclosed is a copy of the rental agreement used for the house on 709 North Creek Road.

**Recommendation:** It is the recommendation of the superintendent that the Board approve renting the property to the Mayfield family for \$650.00 per month.

Mr. Jennings made a motion for the Board to approve the rental agreement as stated. Mrs. Moldenhauer seconded the motion. The motion passed 7-0.

**D. Consideration and Possible Action to Direct the Superintendent to Seek Proposals from Third Parties for the Lease of School District Facilities for an Summer-School Care Program for School District Students to be Run by the Third Party/Proposer.**

**Background:** The district needs to develop an RFP for an after school program. Once the RFP is developed, the district will request bids in the newspaper for two weeks. The Board may choose an organization on May 11, 2009 to run the after school program.

**Recommendation:** It is the superintendent's recommendation that the Board direct the Superintendent to seek proposals from third parties for the lease of school district facilities for a summer-school care program for school district students to be run by the third party/proposer.

Mr. Lantz made a motion that the Board direct the Superintendent to seek proposals from third parties for the lease of school district facilities for a summer-school care program for school district students to be run by the third party/proposer. Mr. Saur seconded the motion. The motion passed 5-1-1. Mr. Spenrath was opposed and Mrs. Moldenhauer abstained.

**E. Consider/Approve Projects Using 2006 Bond Excess Interest Fund**

**Background:** The district has obtained the following pricing on the tennis court parking and other related items and the Ag Barn as requested by the Board on March 16, 2009. The district obtained pricing to purchase new registers and key pads for each campus cafeteria as well as several other items.

**Recommendation:** It is the recommendation of the superintendent that the Board allow the District to review the projects before final Board approval.

Mr. Avery made a motion that the Board allow the District to review the projects before final Board approval. Mr. Spenrath seconded the motion. The motion passed 7-0.

**F. DEC (Local) Policy: Discretionary Leave**

*Background: TASB attorney recommends the district*

USE OF  
DISCRETIONARY  
LEAVE

REQUEST FOR  
LEAVE

A notice of request for discretionary personal leave shall be submitted to the principal or designee three days in advance of the anticipated absence; discretionary personal leave shall be granted on a first-come, first-served basis, with a maximum number of employees permitted to be absent at the same time for discretionary personal leave as follows:

- Twenty-five percent of campus employees in each employment category that has fewer than ten employees.

DURATION OF  
LEAVE

Discretionary personal leave may not be taken for more than three consecutive days.

SCHEDULE  
LIMITATIONS

Discretionary leave shall not be allowed on the day before a school holiday, the day after a school holiday, days scheduled for end-of-semester or end-of-year exams, days scheduled for state-mandated assessments, or professional or staff development days unless the Superintendent approves the request as an exception to this limitation. Exceptions may include (but are not limited to) family emergencies and special one-time events such as weddings, graduations, etc.

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***Recommendation:*** *It is the recommendation of the superintendent that the Board approved the following changes as presented.*

*Mr. Lantz made a motion that the Board approve the DEC (Local) with the wording being changed from the superintendent approves to the principal approves and that the notice be given 5 days in advance. Mr. Jennings seconded the motion. The motion passed 7-0.*

**G. DEC (Local) policy: Local and Extended Local Leave Deduction in Pay**

***Background:*** *Currently, the district provides all employees with five state personal days, five local days and five extended local days each school year. The district deducts \$55.00 per day used for employees using local or extended local leave.*

*Local Leave and Extended Local Leave from Board Policy:*

All full-time employees shall be eligible for five additional noncumulative personal leave days. These days may be used for any personal business or absence. These days shall be used only after the employee has used all of his or her state personal leave days. There will be a \$55 deduction per day from the employee's salary for use of local personal days.

All full-time employees are eligible for five days of noncumulative extended local sick leave per year. Extended local sick leave may be used for the employee's personal illness, illness of an immediate family member, disability including pregnancy-related disability, or for death in the immediate family. The employee's salary shall be reduced by \$55 for each of the days used up to five days. After exhausting all state paid leave, local personal leave, and local extended sick leave, an employee may request temporary disability leave.

***Recommendation:*** *It is the recommendation of the superintendent that the Board review the current policy.*

*Mr. Avery made a motion that the Board accept the recommendation that effective September 1, 2009 each employee will be given 5 local personal days with an accumulation of up to 15 days. There will no longer be a \$55.00/day deduction in employee pay. State personal leave must be used first. Should an employee leave the district the local personal days will be forfeited. Mrs. Lindner seconded the motion. The motion passed 7-0.*

**H. Resignations:**  
Tisha Miller

*Mr. Spenrath made a motion that the Board accept the resignation of Tisha Miller. Mrs. Moldenhauer seconded the motion. The motion passed 6-1. Mr. Jennings was opposed.*

**I. Employment:**  
Klemcke Family

*Mr. Lantz made a motion that the Board approve the employment of Mr. Klemcke as the high school chemistry teacher and Mrs. Klemcke as the new life skills teacher at the elementary. Mr. Spenrath seconded the motion. The motion passed 7-0.*

**VIII. ADJOURN**

*There being no further business the meeting was adjourned at 7:42 PM.*

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Barb Lindner, President

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Marshall Jennings, Secretary