

# **REGULAR BOARD MEETING MINUTES**

## **COMFORT INDEPENDENT SCHOOLS**

**MONDAY, JUNE 2, 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**

*Mrs. Lindner called the meeting to order at 6:15 PM*

*Trustees Present: Mrs. Lindner, Mrs. Neuenschwander, Dr. Alldredge, Mr. Lantz and Mr. Avery. Dr. Alldredge arrived at the meeting at 6:30 PM.*

*Mr. Jennings and Mr. Avalos were absent.*

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

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

- 1) District Information*

#### **B. Principal's Report**

- 1) Elementary School Report*
- 2) Middle School Report*

3) *High School Report*

**IV. 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 May 12, 2008 Regular Meeting and May 22, 2008 Special 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. Lantz made the motion to approve the consent agenda as presented. Mrs. Neuenschwander seconded the motion. The motion passed 4-0.*

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

- A. **Master Bell Schedules & CHS Electives**  
Presented by Mr. Matthew.
- B. **Second Administration Results for TAKS Tests/Comparison From Last Year to This Year**
- C. **2008 - 2009 Budget**

**VI. 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. **Campus Improvement Plans for CES, CMS, and CHS**  
**Background:** *Every year, the Board must adopt a Campus Improvement Plan for each of the three campuses in the district. The documents are linked to the District Goals and the District Improvement Plan. The documents have been developed by the campus site based decision making committees.*

**Recommendation:** *It is the superintendent's recommendation that the Board approve the elementary school, middle school and high school Campus Improvement Plans for the 2008-2009 school year.*

*Dr. Alldredge made the motion to approve the elementary, middle and high school campus improvement plans as presented for the 2008-2009 school year. Mr. Avery seconded the motion. The motion passed 5-0.*

**C. Kendall Appraisal District Budget Amendments**

**Background:** *The Kendall Appraisal District Board of Directors proposed a budget amendment to the 2006-2007 budget that would add funds to an Operating Reserve. In order to retain any surplus funds, the Board of Directors is asking that the Appraisal District again be permitted to retain 20% of the unspent funds from the 2006-2007 budget.*

**Recommendation:** *It is the recommendation of the superintendent that the Board approve the Kendall Appraisal District Budget Amendment as presented.*

*Mrs. Neuenschwander made the motion that the Board approve the Kendall Appraisal District Budget Amendment as presented. Dr. Alldredge seconded the motion. The motion passed 5-0.*

**D. Cell Phone Usage Agreement**

**Background:** *The current employee cell phone usage agreement is vague. The district has had several issues with employees abusing the district owned cell phones. The new agreement meets the issues and concerns the district has faced during the 2007-2008 school year.*

**Recommendation:** *It is the recommendation of the superintendent that the Board approve the Cell Phone Usage Agreement effective immediately.*

*Mr. Avery made the motion to approve the Cell Phone Usage Agreement as presented, effective immediately. Mrs. Neuenschwander seconded the motion. The motion passed 5-0.*

**E. Employee Acceptable Use of the Electronic Communications System**

**Background:** *The administrative team has added additional wording to the document to protect the district and the employee. The agreement must be signed by all employees of the district before using any district technology equipment or services.*

**Recommendation:** *It is the recommendation of the superintendent that the Board adopt the following changes to the Employee Acceptable Use of the Electronic Communications System.*

*Mr. Avery made the motion to adopt the changes to the Employee Acceptable Use of the Electronic Communications System. Mrs. Neuenschwander seconded the motion. The motion passed 5-0.*

**F. Consider/Approve Policy EIC(Local)**

**Background:** The local policy does not recognize Honors classes to be considered when calculating weighted grades. The policy only allows Pre-AP English courses to be considered as a weighed course. The Board needs to consider adding Honors courses to the weighed scale as well as all Pre-AP courses offered.

**Recommendation:** It is the recommendation of the superintendent that the Board approve Policy EIC (Local) as presented.

Mrs. Neuenschwander made the motion that the Board approve policy EIC (Local) as Presented. Dr. Alldredge seconded the motion. The motion passed 5-0.

**G. Consider/Approve Policy EHAC (Local)**

**Background:** Currently, 8<sup>th</sup> grade students cannot take high school level courses at the middle school and receive credit toward their high school diploma.

**Recommendation:** It is the superintendent's recommendation that the Board approve Policy EHAC (Local) as presented.

Mrs. Neuenschwander made the motion that the Board approve policy EHAC (Local) as Presented. Dr. Alldredge seconded the motion. The motion passed 5-0.

**H. Consider/Approve Policy EIF (Local)**

**Background:** If the Board allows students to obtain high school credit in the 8<sup>th</sup> grade, EIF (Local) policy should be considered to require students to take a minimum of three additional mathematics courses in high school.

**Recommendation:** It is the superintendent's recommendation that the Board approve the EIF (Local) policy as presented.

Dr. Alldredge made the motion that the Board approve policy EIF (Local) as presented. Mrs. Neuenschwander seconded the motion. The motion passed 5-0.

**I. Consider/Approve Policy EIA (Local)**

**Background:** The current policy requires teachers to record six grades per six weeks grading period. The administration would like to change the policy to read (2) test grades and (10) daily grades, a total of (12) grades for a six weeks grading period.

**Recommendation:** It is the superintendent's recommendation that the Board approve the EIA (Local) policy as presented.

Mrs. Neuenschwander made the motion that the Board approve policy EIA (Local) as Presented. Dr. Alldredge seconded the motion. The motion passed 5-0.

**J. Consider / Approve Policy DEC (Local)**

**Background:** *The district is finding new motivational incentives for employees. The District-wide Educational Improvement Council met to develop a Sick Leave Pool for all full-time and part-time employees.*

*Due to the minimum wage increase, the district had to increase the substitute daily rate. The district allows employees to earn (5) local days and (5) extended local days with a \$50.00 reduction in pay for using these days. The Board needs to consider increasing the reduction from \$50.00 per day to \$55.00 per day.*

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

*Mr. Lantz made the motion that the Board approve policy DEC (Local) as presented. Mrs. Neuenschwander seconded the motion. The motion passed 4-1, Mr. Avery was opposed.*

**K. Testing and Balance Contractor**

**Background:** *The district must have a testing and balance contractor for the 2006 Bond project. PBK completed the bid process and recommends TSI as the testing and balance contractor.*

**Recommendation:** *It is the superintendent's recommendation that the Board approve TSI as the testing and balance contractor for the 2006 Bond project.*

*Mr. Avery made the motion that the Board approve TSI as the testing and balance contractor for the 2006 Bond project. Mrs. Neuenschwander seconded the motion. The motion passed 5-0.*

**L. Resignations:**

*Dr. Alldredge made the motion that the Board accept the resignations of Lori Doran, and Patricia Crockett. Mr. Lantz seconded the motion. The motion passed 5-0.*

**M. Employment:**

*Mr. Avery made the motion that the Board accept the recommendation for employment of Doug Wheeler and Rawlyn Richter, III. Mr. Lantz seconded the motion. The motion passed 5-0.*

**VII. ADJOURN**

*There being no further business the meeting was adjourned at 8:19 PM.*

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*Barb Lindner  
Board President*

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*Marshall Jennings  
Board Secretary*