

# **REGULAR BOARD MEETING MINUTES**

## **COMFORT INDEPENDENT SCHOOLS**

**MONDAY, JULY 14, 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 6:09 PM*

*Trustees Present: Mrs. Lindner, Mr. Avalos, Mrs. Neuenschwander, Mr. Avery and Mr. Jennings.*

*Mr. Lantz arrived at the meeting at 6:17 PM and Dr. Alldredge arrived to the meeting at 6:24 PM.*

### **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*

### **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 June 2, 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 the motion to approve items 1,3 & 4 of the consent agenda and to pull item 2 from the consent agenda. Mr. Avalos seconded the motion. The motion passed 7-0.*

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

- A. *2008 - 2009 Budget*
- B. *Policy Update 83, affecting local policies (see attached list)*

## 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*

*Item 2 was pulled from the Consent Agenda. Mr. Avery wanted to discuss the fund balance. Mrs. Hall explained the fund balance. Mr. Avery made the motion to accept item 2 as presented. Mrs. Neuenschwander seconded the motion. The motion passed 7-0.*

### B. *Boys and Girls Club*

*Background: The Boys and Girls Club will give a brief presentation about their organization, history of the Texas Hill Country Boys and Girls Club as well as a proposal a request for a long term land lease.*

*Recommendation: It is the superintendent's recommendation that the Board consider a long term land lease to the Comfort Boys and Girls Club from the District.*

*Carl Ronslavin, Margo DelaGarza and Jenny Smith gave their presentation about the Boys and Girls Club. They are requesting a lease agreement from CISD for the 1½ acres behind the elementary school. They stated that they were looking at building a 6,000 – 8,000 sq. ft. building to house the Comfort Boys and Girls Club in. The Boys and Girls Club would be responsible for all costs: insurance, building facility, upgrades, staffing, utilities etc.*

Mr. Lantz made the motion that the district move forward to work out a lease agreement with the Boys and Girls Club for the lease of the property. Mr. Avalos seconded the motion. The motion passed 6-1. Mr. Jennings was opposed.

**C. District Improvement Plan**

**Background:** Every year, the Board must adopt a District Improvement Plan.

**Recommendation:** It is the superintendent's recommendation that the Board approve the District Improvement Plan for the 2008-2009 school year.

Dr. Alldredge made the motion that the Board approve the District Improvement Plan for the 2008-2009 school year as presented. Mrs. Neuenschwander seconded the motion. The motion passed 7-0.

**D. Comfort ISD Budget Amendments**

**Background:** The Board purchased 14.4 acres of land this year. The purchase of the Dixon property necessitates a budget amendment to reflect the use of fund balance as shown below. If you want to use the \$2,000,000 fund balance that is "Reserved for Construction", please state that in your motion.

DECREASE Fund Balance	199-00-36XX	\$ 628,172
INCREASE Capital Outlay-Land/house purchase	199-81-66XX	\$ 628,172

The award of the Rural Technology Grant requires matching funds from local funds. Since partial funding of the grant was effective May 1<sup>st</sup>, some equipment will be purchased this summer to have it in place for the start of school in August. The matching part of the grant funds from local funds from local funds for the current budget year will be \$10,00.00. Please approve the use of fund balance to fund the matching funds.

DECREASE Fund Balance	199-00-36XX	\$ 10,000
INCREASE Instructional Expenditures	199-11-6XXX	\$ 10,000

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

Mr. Avalos made the motion that the Board approve the Comfort ISD Budget as presented. Mrs. Neuenschwander seconded the motion. The motion failed 0-6. Dr. Allredge was absent at the time of the vote. Mr. Avalos made the motion that the Board approve the taking \$628,172 from "reserved for construction" fund and \$10,000 from the fund balance. Mrs. Neuenschwander seconded the motion. The motion passed 5-2. Mr. Lantz and Dr. Alldredge were opposed.

**E. Cafeteria 125/403B Plan**

**Background:** We recently asked for qualifications for a Third Party Administrator (TPA) for Benefits Administration, which includes life, health, vision, dental, disability, medical and flexible spending accounts, and various special insurance benefits that are made available for all CISD staff. The benefits' Administration is also to include the tax sheltered benefits administration (Cafeteria or Section 125 Plan) and Section 403(b) administration

and compliance. After reviewing the four proposals we received, First Financial Group of American has been selected based upon their broad school district client base, their technological based service, and their coordination of data and services. If approved, most of the benefits will remain the same or will improve. The new Benefits Administration will be effective September 1<sup>st</sup> and will be reviewed on an annual basis.

**Recommendation:** It is the recommendation of the superintendent that the Board approve First Financial as the new Benefits Administrator.

Dr. Alldredge made the motion that the Board approve First Financial as the District's new Benefits Administrator for the Cafeteria 125 & 403B. Mr. Lantz seconded the motion. The motion passed 7-0.

**F. Health Science, Athletics Equipment and Building Trades Supply Lists**

**Background:** The district needs to furnish the building trades facility, health science classroom and request additional money for the purchase of the athletic Washer and whirlpool.

**Recommendation:** It is the recommendation of the superintendent that the Board approve the presented purchases.

Mrs. Neuenschwander made the motion that the Board accept the amounts of \$10,700 for the Health Science Classroom, \$6,345 for the Athletics Department, and \$6968.97 for the Building Trades Classroom supply lists for purchases. Dr. Alldredge seconded the motion. The motion passed 7-0.

**G. Call 2008 Board Election**

**Background:** Texas Education Code, Section 11.0581 requires Comfort ISD to hold its general trustee elections jointly with either a municipality located wholly or partially within the boundaries of the District on the May uniform election date or with another political subdivision in which the District is located and which holds county and/or state elections on the November uniform election date. The District was required, under Section 11.0581, to change to the November election for its general trustee elections.

District 4, 5, and 6 are up for the regular election cycle. Districts 4 and 6 were filled by the Board appointment.

District 4: Jane Neuenschwander

District 5: Benji Alldredge

District 6: Agustin Avalos

Dates to file to be on the ballot: July 27<sup>th</sup> – August 26<sup>th</sup>

**Recommendation:** It is the recommendation of the superintendent that the Board call the 2008 Trustee Election to be held in November for Districts 4, 5 & 6.

Dr. Alldredge made the motion that the Board Call the 2008 Trustee Election to be held in November for Districts 4, 5 & 6. Mr. Avery seconded the motion. The motion passed 7-0.

**H. Consider/Approve a Contract for Joint Elections with Kendall County**

**Background:** *Texas Education Code, Section 11.0581 requires that Comfort ISD change to the November election for its general trustee elections. Kendall County is a political subdivision in which Comfort ISD is located partially within its boundaries. The Kendall County Elections Administrator has the option of running the entire election or leasing only the voting equipment to Comfort ISD to run the 2008 trustee elections.*

**Recommendation:** *It is the superintendent's recommendation that the board authorize the superintendent to order a contract from the Kendall County Elections Administrator.*

*Dr. Alldredge made the motion that the Board authorize Mr. Chapman to order a contract from the Kendall County Elections Administrator. Mrs. Neuenschwander seconded the motion. The motion passed 7-0.*

**I. UIL Extracurricular Absences Policy 10/5/2 FM (Local)**

**Background:** *On February 25, 2008, the Board elected to offer the following until the end of the 2007-2008 school year: The February 25, 2008 minutes read as follows:*

The Board will grant a waiver for additional extracurricular absences. The student shall fill out an absence request form prior to the date of absence. A committee comprised of the principal, counselor and academic coordinator will then review the request. After the committee evaluates the number of days used, the need for the extra days and the academic/TAKS standings of the student the committee may grant or deny an additional 5 days. This process may be repeated as needed.

**Recommendation:** *It is the recommendation of the superintendent that the Board review the policy to make a sound policy that can be enforced by the administration for the 2008-2009 school year.*

*Mr. Lantz made the motion that the Board leave the 10/5/2 policy in place. Students may apply to the principal for 5 extra days, three different times, for a total of 15 extra days. The student must have an 80 average or above in all classes for current 3 weeks grading period and check previous 6 weeks grading period, they must have passed their previous TAKS test and may not have any suspensions for the year. The student must apply for the additional days 3 working days in advance of the competition. Dr. Alldredge seconded the motion. The motion passed 4-3. Mrs. Neuenschwander, Mrs. Lindner and Mr. Jennings were opposed.*

**J. Repairing of the Elementary Building A and B Roof**

**Background:** *The elementary building A&B and possibly the technology building need new roofs. In the 2007-2008 budget, I placed enough money in function 81 to have the buildings reroofed. The money will come out of the general operating funds not fund balance. The costs of repairing the roofs are \$99,200.00 (elementary building) and \$18,900 for the technology building.*

***Recommendation:*** *It is the recommendation of the superintendent that the Board authorize the superintendent to have the elementary buildings A&B and/or the technology building reroofed.*

*Mr. Lantz made the motion that the Board authorize Mr. Chapman to have the elementary buildings A & B roofs repaired. Mrs. Neuenschwander seconded the motion. The motion passed 6-0. Dr. Alldredge was absent at the time of the vote.*

**K. Resignations:**

*Mrs. Neuenschwander made the motion that the Board accept the resignations of Barb Vorhes, Craig Hammett, Dan Curran, Lauren Zimmermann, Jayne Burton, and Melinda Luna. Mr. Avalos seconded the motion. The motion passed 6-0. Dr. Alldredge was absent at the time of the vote.*

**L. Employment:**

*Mr. Avery made the motion to accept the employment of Paula D'Orsogna, Karen McBroom, Melissa Brydson, Kathy Marquart, Corey Harris, Domingo Garcia, Nathanael Slater, Rawlyn Richter, Valerie Yeschke and James Haslam for the 2008-2009 school year. Mrs. Neuenschwander seconded the motion. The motion passed 6-0. Dr. Alldredge was absent at the time of the vote.*

**VII. ADJOURN**

*There being no further business the meeting was adjourned at 9:46 p.m.*

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***Barb Lindner  
Board President***

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***Marshall Jennings  
Board Secretary***