

# **REGULAR BOARD MEETING MINUTES**

## **COMFORT INDEPENDENT SCHOOLS**

**MONDAY, JANUARY 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 6:02 PM*

*Trustees Present: Mrs. Lindner, Mr. Avalos, Mrs. Neuenschwander,*

*Mr. Avery, and Mr. Jennings. Arriving after the pledge of allegiance was recited were Dr. Alldredge (6:11 pm) and Eric Lantz (6:40pm)*

### **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**

*Employee of the Month*

*Professional of the Month*

*Teacher(s) of the Month*

*Board Recognition Month*

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

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

- 1) Personnel*
- 2) January District Calendar*

**B. Principal's Report**

- 1) Elementary School Report
- 2) Middle School Report
- 3) High School 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.*

**A. Minutes of the December 10, 2007 Regular**

**B. Local Maintenance and Operations, Interest and Sinking, Workers' Compensation, Student Activity, and Tax Collection Reports,**

**C. Monthly Investment Report**

**D. Building Project Financial Update**

*Mr. Avery made the motion to accept the consent agenda as presented. Mr. Jennings seconded the motion. The motion passed 6-0.*

**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. Consider/Approve the Financial Audit Report**

***Background:** Each year, a financial audit of the district's accounting procedures and records is conducted by an independent audit firm. This year's audit report has been prepared by Neffendorf, Knopp, Horry, & Doss, P.C. The board's audit committee has had an opportunity to carefully review the audit report and discuss the audit findings with the auditor who prepared the report.*

***Recommendation:** It is the superintendent's recommendation that the board approve the audit report as presented.*

*Mr. Avery made the motion to accept the audit report as presented. Mrs. Neuenschwander seconded the motion. The motion passed 6-0.*

**C. Adopt a 2008-2009 school year calendar**

***Background:** The District-wide Improvement Committee met this fall to prepare a calendar for the 2008-2009 school year. One hundred fourteen District employees voted on two optional calendars. One hundred two individuals voted for the following calendar.*

**Recommendation:** *It is the superintendent's recommendation that the 2008-2009 school calendar be approved as presented.*

*Mrs. Neuenschwander made the motion to approve the 2008-2009 calendar as presented. Mr. Avalos seconded the motion. Dr. Alldredge made a motion to table the 2008-2009 calendar until other options have been reviewed. Mr. Jennings seconded the motion. The motion passed 7-0.*

**D. Approve a Pay Increase for LVN Certification**

**Background:** *Currently, the district uses a multiplier to calculate non-certified employee salaries. The district only has a multiplier for a nurse's assistant and RNs. The district needs to implement a multiplier for LVN employees.*

**Recommendation:** *It is the superintendent's recommendation that the Board approve a new multiplier for LVN employees in the district.*

*Dr. Alldredge made the motion to approve a new multiplier for LVN employees in the district effective in January. Mrs. Neuenschwander seconded the motion. The motion passed 7-0.*

**E. Student Acceptable Use Policy**

**Background:** *The district needed to make changes to the Student Acceptable Use Policy. The dual credit classes (seniors and juniors) want to use their personal laptops for the college classes. In the current policy, nothing outlines the use of personal computers on campus.*

**Recommendation:** *It is the superintendent's recommendation that the amended Student Acceptable Use Policy be approved.*

*Mr. Avery made the motion to amend the Student Acceptable Use Policy. Mr. Avalos seconded the motion. The motion passed 7-0.*

**F. No Pass No Play Exemptions**

**Background:** *Proposal for participation eligibility for classes with the title AP, Pre-AP, Honors, or Dual Credit:*

*Students in these classes must maintain a grade equal to or greater than 60% to retain eligibility for extracurricular. College (dual credit) students must make a grade of D or better.*

*This in no way changes the 70% requirement as specified by law for all other courses.*

**Recommendation:** *It is the superintendent's recommendation that the Board adopt the new provisions for the advanced courses.*

*Mr. Lantz made the motion to adopt the new provisions for the advanced courses. Mr. Avalos seconded the motion. The motion passed 7-0.*

**G. Recognize classes being taught at the high school**

**Background:** Robert McConnell and Charlotte Kneupper have been working with staff members to expand the course offerings at the high school for 2008-2009. Mr. McConnell and Mrs. Kneupper have composed an outline of proposed new courses. Whether or not these proposed classes are actually taught during the 2008-2009 school year will be dependent upon the availability of appropriately certified teachers and on the number of students requesting the courses.

**Recommendation:** It is the superintendent's recommendation that the Board approve the proposed new course offerings as presented.

Dr. Alldredge made the motion to accept the proposed new course offerings as presented. Mr. Lantz seconded the motion. The motion passed 7-0.

**H. Amend the 2007-2008 school calendar**

**Background:** April 28<sup>th</sup> is currently a bad weather day on the 2007-2008 school calendar. On the 28<sup>th</sup> of April, the district is conducting several tests for grades 3, 4, 6, 7 and 10. The bad weather day would best meet the needs of the district if it were changed to April 21, 2008.

**Recommendation:** It is the recommendation of the superintendent that the Board amend the 2007-2008 school calendar's bad weather day from April 28<sup>th</sup> to April 21<sup>st</sup>, 2008.

Dr. Alldredge made the motion to amend the 2007-2008 school calendar's bad weather day from April 28<sup>th</sup> to April 21<sup>st</sup>, 2008. Mr. Jennings seconded the motion. The motion passed 7-0.

**I. Approve the Board Operating Procedures**

**Background:** On November 13, 2007, Dr. Pringle and the CISD Board of Trustees developed a Board Operating Procedures.

**Recommendation:** It is the superintendent's recommendation that the Board adopt the Board Operating Procedures.

Mr. Avery made the motion to adopt the Board Operating Procedures with the two changes. One change was to omit the time of evaluation. It does not comply with existing policy. Second change was to amend Board Legal Council Relationship. The board would like to add "Individuals Trustees with legal inquiries concerning the superintendent shall channel their concerns through the Board President. Mr. Jennings seconded the motion. The motion passed 7-0.

**J. Certified Land Appraisal**

**Background:** The district has inquired about several pieces of property adjacent to the high school facilities for purchase. The superintendent was given board approval to research market value of land in that area.

**Recommendation:** *It is the superintendent's recommendation that the Board allow the superintendent to move forward toward purchasing property for the school district.*

Mr. Lantz made the motion to authorize Mr. Chapman to make an offer of \$1.00/sq.ft. to Dick Dixon, the land owner, with the stipulation that the church is total agreement with the trade. Mr. Avery seconded the motion. The motion failed 2-5. Mr. Lantz and Mr. Avalos were for the motion. Mr. Lantz withdrew his motion.

(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.

Trustees convened into open session at 8:19 PM.

Mrs. Neuenschwander made the motion to authorize Mr. Chapman to make an offer to purchase the property. Mr. Jennings seconded the motion. The motion passed 7-0.

**K. Resignations:**

Mrs. Neuenschwander made the motion to approve the acceptance of Lee Wiginton's resignation. Mr. Avery seconded the motion. The motion passed 7-0.

**L. Superintendent Summative Evaluation**

**Consider/Take Action Regarding the Superintendent's Summative Performance Appraisal and Contract Extension** (According to Government Code §551.074, the Board of Trustees may convene in a closed session to discuss personnel matters. No action will be taken during a Closed Session).

**Background:** *In November Trustees received the evaluation documents to review. The Board will prepare a summative evaluation of the superintendent's performance using the district's performance appraisal document. The Board will also consider possible action regarding the extension of the superintendent's contract. The district's current contract with the superintendent is through June of 2010.*

Mrs. Lindner made a motion to table the Superintendent's Summative Evaluation until Monday, January 21, 2008. At which time a special meeting will be called regarding the Superintendent's Summative Performance Appraisal and Contract Extension. Mr. Avery seconded the motion. The motion passed 7-0.

**VIII. ADJOURN**

*There being no further business this meeting is adjourned at 8:30 PM.*

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*Barb Lindner*  
*Board President*

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*Marshall Jennings*  
*Board Secretary*