

# **REGULAR BOARD MEETING MINUTES**

**COMFORT INDEPENDENT SCHOOLS**  
**MONDAY, NOVEMBER 12, 2007 – 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 6:03 PM*

*Trustees Present: Mrs. Lindner, Mr. Lantz, Mr. Avalos and Mrs. Neuenschwander, and Dr. Alldredge. Mr. Jennings arrived after the vote for the consent agenda.*

*Mr. Avery was 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. SPECIAL PRESENTATIONS**

### **A. Employee Recognition**

*Sandra Dooley*

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

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

1) *Building Progress: Faltin Field's clean up efforts are near to completion. The district decided to clean up the field in-house to save additional dollars.*

2) *Personnel: The district is evaluating the administrator's roles and responsibilities in the District. I am in the process of assessing and evaluating the job descriptions of the administrative staff to determine if the district needs all seven district administrators ((1)Special Programs Administrator, (3) Campus Principals, and (3) Campus Assistant Principals). I will discuss my finding with the Board at the December 2007 Board meeting.*

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.*

**A. Minutes of the October 8, 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. Lantz made the motion to approve consent agenda items A, C, & D and to pull consent agenda item B. Mr. Avalos seconded the motion. The motion passed 5-0*

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

**Kendall County Extension Agents**

*Background: Angela Fiedler and Stephan Zoeller would like to introduce themselves to the board. They want to meet everyone because the Extension Cooperative and the Comfort 4-H work closely together.*

**ARAMARK: Salary comparison/employee**

*Background: The superintendent conducted several meetings with the ARAMARK employees to discuss their concerns in regards to employment. CISD and ARAMARK are working with the individuals to learn more about their needs. A report of our findings will be discussed.*

**First Reading of Update 81**

**Background:** Update 81 is drawn almost exclusively from the actions of the 80<sup>th</sup> Legislature, which passed approximately 200 bills with school-related provisions. While not all of the new laws are cited in legal policies or generate changes to local policies, the number of bills that impact the manual make this a lengthy update. Modifications to district practices appear in all seven sections of the manual and the most significant policy changes are summarized here.

**Highly Qualified Report**

**Background:** At the beginning of each school year, No Child Left Behind (NCLB) requires districts to report highly qualified status. A review of our findings will be discussed.

**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**

Mrs. Lindner made the motion to accept item B of the consent agenda. Mr. Lantz seconded the motion. The motion passed 6-0.

**B. Purchasing of Property**

**Background:** The district has inquired about several pieces of property adjacent to the high school facilities for purchase. The superintendent will discuss his findings and several options to obtain additional properties.

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

Dr. Alldredge made the motion that Mr. Chapman pursue a comparison market analysis of the 14.4 acres for sale by a property owner and present it at December 10, 2007 meeting. Mr. Lantz seconded the motion. The motion passed 6-0.

**C. Campus Improvement Plans**

**Background:** The Campus Improvement Plan (CIP) is a tool to guide the campus to improve student's academic success, safety, parental involvement, postgraduate training, etc... The CIP reviews a wide range of data as part of the needs assessment in preparation for the improvement planning process. The CIP

team consists of the campus administration and the campus site based decision-making committee.

**Recommendation:** It is the superintendent's recommendation that the Board approve the Campus Improvement Plans as presented.

Mr. Jennings made the motion that the Board approve the Campus Improvement Plans as presented. Mrs. Neuenschwander seconded the motion. The motion passed 6-0.

**D. Kendall Appraisal District Nominate Appraisal District Board of Directors for the 2008 Term**

**Background:** Each taxing unit that is entitled to vote as indicated on the 2007-2008 Board of Directors Voting Entitlement may nominate by resolution adopted by its governing body one candidate for each position to be filled on the board of directors. The presiding officer of the governing body must submit the names of the unit's nominees by October 15, 2007. Mr. Chapman was given authorization by the board to nominate, on their behalf, Jerri Salensky.

**Recommendation:** The superintendent recommends the Board acknowledge and accept Jerri Salensky as the nominee by the district for the Kendall Appraisal District Board of Directors.

Mrs. Neuenschwander made the motion that the Board acknowledge and accept Jerri Salensky as the nominee by the district for the Kendall Appraisal District Board of Directors. Dr. Alldredge seconded the motion. The motion passed 6-0.

**E. Appoint An Audit Review Committee**

**Background:** Each year the school district undergoes an external financial audit as required by law. Following the completion of the audit, a committee appointed by the board president meets with the auditor to go over the audit finding in detail. The auditor presents a summary of the findings to the entire board at a regularly called meeting after the audit review is complete.

**Recommendation:** It is the recommendation of the superintendent that the board president appoint an audit review committee.

The Board President, Mrs. Lindner, appointed Mr. Avery and Mr. Avalos to on the audit review committee. The Board agreed unanimously with Mrs. Lindner's appointment of Mr. Avery and Mr. Avalos.

**VIII. ADJOURN**

There being no further business this meeting is adjourned at 7:48 PM.

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Barb Lindner  
Board President

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Marshall Jennings  
Board Secretary

