



College Station Independent School District

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College Station Independent School District Regular Board Meeting Minutes April 21, 2020 5:30 p.m. Zoom Videoconference

Due to health and safety concerns related to the COVID-19, or Coronavirus, this meeting was conducted by videoconference or telephone call. At least a quorum of the board was participating by videoconference or telephone call in accordance with the provisions of Sections 551.125 or 551.127 of the Texas Government Code that have not been suspended by order of the governor.

Members of the public may access this meeting through either video or audio conference:

Video Conference: <https://csisd.zoom.us/j/306140986>

Audio Conference: (346) 248-7799

Meeting ID: 306 140 986

Meeting Password: 320091

An electronic copy of the agenda packet was attached to this online notice. Public comments related to this meeting were handled as follows:

If you wish to address the Board of Trustees on either an item on the agenda or a non-agenda topic, you must send an email to feedback@csisd.org two hours prior to the beginning of the meeting. In your email, please state your name and the subject matter of your comment. When the Board reaches the Hearing of Citizens item on the agenda, the Board President will read all comments aloud for the board to hear. The content of your written comments cannot exceed 3 minutes when read aloud. To the extent practicable, all other public comment rules will be followed.

The following items are on the agenda:

ITEM NOS.	CONSENT ITEMS	DESCRIPTIONS
A.		CALL TO ORDER /WELCOME President Michael Schaefer called the meeting to order at 5:31 p.m.

<p>B.</p>		<p>DECLARATION OF QUORUM/WELCOME President Schaefer declared a quorum with seven members present. In attendance via Zoom meeting video conference were President Michael Schaefer, Vice President Geralyn Nolan, Secretary Mike Nugent, Trustee Joshua Benn, Trustee Amanda Green, Trustee Jeff Horak and Trustee Kimberly McAdams.</p>
<p>C.</p>		<p>RECOGNITIONS</p>
<p>C-1.</p>		<p>Pledge of Allegiance to the American Flag and the Texas Flag, and a Moment of Silence</p> <p>The pledge of Allegiance to the American Flag and the Texas Flag, and the Moment of Silence were conducted via pre-recorded video by students from South Knoll - Kate Spencer and Mayzi Witherwax; and Audrey Prcin and Anderson Prcin, both of Forest Ridge.</p>
<p>D.</p>		<p>CONSENT AGENDA</p> <p>Items listed on the Consent Agenda were as follows: Item G - Minutes; Item H-3 Head Start Transportation Grant; Item I-2 Administrator Contracts; Item I-3 Educator Appraisal Waiver; Item J-3 discontinued instructional materials disposal; Item J-4 Goodbuy Purchasing Coop; Item J-5 quarterly investment report; Item J-6 AMCMS furniture purchase; Item J-7 CSMS furniture purchase; Item J-8 Head Start playgrounds resurfacing; Item J-9 IMA and TEKS certification; Item J-10 Auditor engagement letter; Item J-11 Head Start financials; Item J-12 budget amendments; Item J-13 financial reports.</p> <p><u>MOTION 4859:</u> I move we accept the Consent Agenda as presented. The motion was made by Secretary Mike Nugent and seconded by Vice President Geralyn Nolan. The motion carried with seven members voting yes and zero members voting no by a roll call vote.</p>
<p>E.</p>		<p>BOARD</p>
<p>E-1.</p>		<p>Board Directions and Reports/Announcements/Superintendent Reports and Announcements</p> <p><u>Board</u></p>

- CSISD Education Foundation
Secretary Nugent – The group will be meeting this week to develop a different way to award \$100,000 in scholarships to graduating seniors via an online celebration on May 21st. The Hall of Fame ceremony will be online next Tuesday, April 28th at 7:00 pm. Both will be done via Zoom. Teresa Benden will be sharing the login information soon.
Trustee Horak - We are excited to recognize these students. It is definitely different and disappointing that it can't be face to face. As soon as details are final, Teresa will get it out to everyone.
- District Educational Improvement Council
- Audit
- Head Start Policy Council
Trustee McAdams – Policy Council has not been able to meet since February. They held online voting for the grant application for seatbelts on buses. The staff is working extra hard to meet the needs of their students.
- Intergovernmental Relations Liaison
- Personnel Advisory Council Liaison
- School Health Education Council
- Other –
City Wide PTO – Annual Food Drive
Vice President Nolan – Last year CSISD campuses raised \$19,000 for the Brazos Valley Food Bank. This year, we will still participate, just not a competition. An email to PTOs and parents will be sent out soon.
- Upcoming Events

Superintendent

- Upcoming Events/COVID-19 Update
Interim Superintendent Mike Martindale gave an [update](#) on things occurring during the closure.
 - Devices loaned out – 932
 - Unique Schoology logins – For Week 4, 96% of grades 9-12 logging in; 94% at grades 7-8; 91% at grades 5-6; and 44% at grades K-4. This has increased each week since the beginning of at home learning.
 - Student contacts – 13,699 (98%) students contacted. Teachers were not able to contact 283 (2%) students but continue to work diligently to reach these students.
 - Lunches – 46,268 lunches distributed as of today. This does not include breakfast for the next day. Then once we switched to Monday and Thursday

distribution only, students were given food for three days on Monday and two days on Thursday.

Current Conversations at the administrative level:

- Survey was distributed last night
- Senior recognitions – Principals are working on a weekly recognition for seniors
- Graduation – Principals and directors are meeting to discuss graduation ceremonies
- Schedule for retrieval of personal items from school and return of items to school
- Middle school renovations
- Transitioning employees back to work
- Summer school, enrichment and camps
- Employee Awards – May 18th. Nkrumah Dixon, Molley Perry and Stormy Hickman are working to hold this ceremony virtually as well.

There are lots of things happening and lots of conversations going on behind the scenes. We are not going to blindly rush into anything for the sake of making a decision. We will take a look and make sure we are diligent with whatever plan we put in place. We are not going to make a decision just to check it off the list.

President Schaefer – Students are wanting to say goodbye to teachers, etc. Can we find a way when it is safe to do so to make this happen this summer?

Interim Superintendent Martindale – Everyone has that mutual feeling. We will have to see how circumstances play out next month to see if this is something we can do before school starts next year.

Vice President Nolan – There are meaningful ways to tell teachers thank you. Schools are still getting mail. I want to encourage families to reach out and send a note to teachers at the school address.

Trustee Benn – Does the 283 students not contacted include no activity in Schoology?

Interim Superintendent Martindale – Yes. We monitor Schoology and have tried a multitude of ways to reach these kids.

		<p><u>Trustee McAdams</u> – Maybe some of these students have moved?</p> <p><u>Interim Superintendent Martindale</u> – Absolutely. We have had several students withdraw to return to their home country, so there definitely could be some lag in the numbers.</p> <p><u>Trustee Benn</u> – What about Kids Klub in the summer? Is that still up in the air?</p> <p><u>Interim Superintendent Martindale</u> - That is part of the collective conversations surrounding summer school, camps, etc. Chad Gardner has been part of the conversations. Lots of the Summer Day Camp employees are TAMU students and may have gone home. There are a multitude of tentacles to each of those conversations.</p>
F.		<p>HEARING OF CITIZENS (Non-Agenda/Agenda Items) There were no public comments submitted via email prior to this meeting.</p> <p>There were no emails received two hours prior to the beginning of the meeting in accordance with the guidelines listed above.</p>
G.	√	<p>MINUTES</p> <ul style="list-style-type: none"> ● February 6, 2020 Special Meeting Minutes ● February 10, 2020 Special Meeting Minutes ● February 18, 2020 Workshop Minutes ● February 18, 2020 Regular Board Meeting Minutes ● February 19, 2020 Special Meeting Minutes ● February 25, 2020 Special Meeting Minutes ● March 27, 2020 Special Board Meeting Minutes
H.		CURRICULUM AND INSTRUCTION
H-1.		<p>Receive report related to the School Health Advisory Council (SHAC)</p> <ul style="list-style-type: none"> ● Reed Memo

	<p>Jeff Mann, Director of Instruction, worked with the SHAC president Tracey Calanog to develop this presentation and shared that pre-recorded presentation on the annual SHAC report.</p> <p><u>Interim Superintendent Martindale</u> - We have done some work on several of these items in past years, but due to the lack of baseline data, it is hard to know if it really worked or not. I would like to have the group begin gathering data for new items as we are able to implement them, to better reflect what is being done.</p> <p><u>Jeff Mann</u> – This is one thing we have talked about this year in these meetings and why it was included in the self assessment. We recognize this as something that needs addressing. Going forward we will start work on gathering data up front to be able to determine success and what needs to be adjusted.</p> <p><u>Trustee Nolan</u> – SHAC has worked really hard this year done a great job focusing on the whole child. Everyone has worked really hard. Thank you SHAC committee.</p> <p><u>Trustee McAdams</u> – I also want to add my thanks to the SHAC and their very important work in educating the whole child. I agree with the self-assessment and look forward to seeing the progress. It is a great idea to involve students and also to work more on communication.</p> <p><u>Tracey Calanog</u> – Thank you Trustee McAdams for your comments and for your work on Policy Council. Many of the things discussed in SHAC come up in Policy Council as well. Unfortunately a lot of the things that have been brought up tonight really start at the early childhood level. We look at implementing them age appropriately across all levels.</p> <p><u>Interim Superintendent Martindale</u> – Thank you to all SHAC members.</p>
<p>H-2.</p>	<p>Consideration, discussion and possible action related to the District Improvement Plan Goals and Objectives for 2020-2021</p> <ul style="list-style-type: none"> • Tramel Memo • Goals and Objectives/District Improvement Plan <p>CAO Penny Tramel reviewed the proposed District Improvement Plan Goals and Objectives. The committee agreed that no adjustments were needed to the Goals, but some Objectives were reworded to better address meeting the needs of the district. This is a</p>

		<p>living document so if we receive more data or if things change due to Covid-19 or other reasons, we can adjust the plan accordingly.</p> <p><u>Vice President Nolan</u> – I love that we are moving forward from the previous plan, getting more information and getting more specific language, so thank you. This committee does a lot of work on a lot of things.</p> <p><u>Trustee McAdams</u> – I agree with the wording changes. Would you give me a reminder of the timing of the process with this and what comes next?</p> <p><u>CAO Tramel</u> – Once approved, Principals take this plan and model their Campus Plans to reflect the data contained in the District Plan. Campus Plans are then submitted in September to the Board for approval.</p> <p><u>MOTION 4860</u> – I move approval of the Plan Goals and objectives that DEIC has recommended. The motion was made by Trustee Amanda Green and seconded by Trustee Jeff Horak. The motion carried with seven members voting yes and zero members voting no by a roll call vote.</p>
H-3.	√	<p>Consideration, discussion and possible action related to Transportation Grant application for Head Start and Early Head Start for 2019-20</p> <ul style="list-style-type: none"> • Tramel Memo
I.		PERSONNEL
I-1.		<p>Consideration, discussion and possible action related to naming Mike Martindale as the CSISD Superintendent of Schools</p> <p>President Schaefer took the opportunity to thank Dr. Ealy for his incredible service and leadership to CSISD. Tonight we are at the end of an era and beginning of a new era. Something that has been with us the whole time is making sure we have academic excellence and that the kids are being taken care of. Mr. Martindale has been by Clark’s side and by our side. I can’t think of anyone better to lead this district especially with all the changes over the last two months with online learning as a result of Covid-19. He has done an excellent job these last two months. We are glad that you have been patient with us. This is not the format or manner in which we wanted</p>

		<p>to do this, but if you are voted in, when it is safe to do so, the Board will do an appropriate reception with the community later in the year.</p> <p><u>MOTION 4861:</u> I motion we name Mike Martindale as CSISD Superintendent of Schools. The motion was made by Vice President Geralyn Nolan and seconded by Secretary Mike Nugent. The motion carried with seven members voting yes and zero members voting no by a roll call vote.</p> <p><u>President Schaefer</u> – It is my honor to introduce Mike Martindale as College Station’s Superintendent of Schools.</p> <p><u>Interim Superintendent Martindale</u> - Thank you to all seven of you. I appreciate the confidence and the opportunity. This is an excellent school district, great people, a great community. How do we build on the excellence we already have? That is the challenge before us. To ask ourselves questions and evaluate the systems we have in place, implement new systems and move the district forward. It has been an interesting time to transition but you should all be very proud of the collaboration of all of our staff members for their efforts and for stepping up with the new opportunities provided by Covid-19. Thank you again for the opportunity. I do not take it lightly, and I value the confidence you place in me a tremendous amount.</p>
I-2.	√	<p>Consider approval of administrator contracts</p> <ul style="list-style-type: none"> • Perry Memo
I-3.	√	<p>Consideration, discussion and possible action related to ratifying submission of the Educator Appraisal Waiver for 2019-20</p> <ul style="list-style-type: none"> • Perry Memo
J.		BUSINESS
J-1.		<p>Consideration, discussion and possible action related to 2020-21 budget development process</p> <p>Superintendent Martindale presented the proposed budget for the 2020-21 school year. Typically, we start this process in March. It was on the March agenda, but that meeting had to be cancelled due to Covid-19. Therefore, this is the first look of the five-month process. These are very early numbers now. Don’t get too excited</p>

		about these numbers tonight. We will continue to work our way through this over the course of the summer.
J-2.		<p>Consider approval of payment for the 2017-18 Medicaid Cost Report Settlement fee in the amount of \$81,095.14 to MSB for School Health and Related Services (SHARS) reimbursements using the 2019-20 General Fund</p> <ul style="list-style-type: none"> • Martindale Memo • Shafer/Fuentes Memo <p>Superintendent Martindale stated this was planned for in our budgeting process. This is part of the Medicaid Cost Report. MSB is the third party administrator and their fees are part of the reimbursement, relative to the settlement of \$1.2 Million.</p> <p><u>MOTION 4862:</u> I motion to approve the payment for the 2017-18 Medicaid Cost Report Settlement fee in the amount of \$81,095.14 to MSB for School Health and Related Services (SHARS) reimbursements using the 2019-20 General Fund. The motion was made by Trustee Jeff Horak and seconded by Trustee Amanda Green. The motion carried with seven members voting yes and zero members voting no by a roll call vote.</p>
J-3.	√	<p>Consider approval of disposal of discontinued printed instructional materials as per policy CMD (LEGAL)</p> <ul style="list-style-type: none"> • Martindale Memo • Shafer Memo
J-4.	√	<p>Consider approval of Interlocal Agreement and resolution for membership in the Goodbuy Purchasing Cooperative</p> <ul style="list-style-type: none"> • Martindale Memo • Shafer Memo/Interlocal Agreement/Resolution
J-5.	√	<p>Receive investment reports for quarter ending February 29, 2020</p> <ul style="list-style-type: none"> • Martindale Memo • Investment Report

J-6.	√	<p>Consider approval of purchase of furniture for A&M Consolidated Middle School Remodeling in the amount of \$328,640.98 from Educator's Depot per the Texas Local Government Statewide Purchasing Cooperative (BuyBoard) Contract #584-19 using 2017 Bond Funds</p> <ul style="list-style-type: none"> • Martindale Memo • Shafer/Espitia Memo
J-7.	√	<p>Consider approval of purchase of furniture for College Station Middle School Remodeling in the amount of \$331,643.45 from National Business Furniture per the Texas Local Government Statewide Purchasing Cooperative (BuyBoard) Contract #584-19 using 2015 Bond Funds</p> <ul style="list-style-type: none"> • Martindale Memo • Shafer/Hadnot Memo
J-8.	√	<p>Consider approval of purchase of the Head Start playground resurfacing at College Hills, Creek View, and Southwood Valley Elementary Schools in the amount of \$199,712.00 from Heartland Park and Recreation, LLC per The Interlocal Purchasing System (TIPS) Cooperative Contract #18070401 using Federal Head Start Funds</p> <ul style="list-style-type: none"> • Martindale Memo • Shafer/Hall Memo
J-9.	√	<p>Consider approval of Instructional Material Allotment and TEKS certification</p> <ul style="list-style-type: none"> • Martindale Memo • IMA and TEKS Certification
J-10.	√	<p>Consider approval of an engagement letter with Weaver and Tidwell, L.L.P. to conduct an annual audit for the fiscal year end August 31, 2020 for an estimated cost of \$58,500</p> <ul style="list-style-type: none"> • Lasater Memo • Engagement Letter
J-11.	√	<p>Consider approval of monthly Head Start financial statements and credit card expenditures</p> <ul style="list-style-type: none"> • Martindale Memo • Financial Statements

J-12.	√	<p>Consider approval of monthly budget amendments</p> <ul style="list-style-type: none"> • Martindale Memo • Budget Amendments
J-13.	√	<p>Consider approval of financial reports</p> <ul style="list-style-type: none"> • Martindale Memo • Financial Reports
K.		FACILITIES
K-1.		<p>Consider approval of purchase of gym floor replacement at Southwood Valley Elementary School in the amount of \$69,500.00 from Spaw Glass Construction per the Texas Local Government Statewide Purchasing Cooperative (BuyBoard) Contract #520-16 using 2015 Bond Funds</p> <ul style="list-style-type: none"> • Hall Memo • Proposal <p>Superintendent Martindale reviewed the needed replacement of the gym floor covering at Southwood Valley Elementary. This would remove the last plastic interlocking gym floor in the district and replace it with the updated materials that are used at our newer buildings. This is from the remainder of the 2015 bond funds.</p> <p><u>President Schaefer</u> – We all appreciate the effort that everyone is making to focus on some of our older schools and keep them comparable to the newer schools. On behalf of the Board, we appreciate that.</p> <p><u>Trustee McAdams</u> – I am glad we are taking care of that for them.</p> <p><u>Vice President Nolan</u> – Thank you. Southwood Valley will love that.</p> <p>MOTION 4863: I make a motion to approve the funds as presented for the floor at Southwood Valley. The motion was made by Trustee Kimberly McAdams and seconded by Trustee Joshua Benn. The motion carried with seven members voting yes and zero members voting no by a roll call vote.</p>
L.		EXECUTIVE SESSION

L-1.		The Board will meet in executive session to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, including superintendent of schools. The executive session deliberations will be held pursuant to the “Personnel Matters; Closed Meeting” exception to the Texas Open Meetings Act as set forth in Section 551.074 of the Texas Government Code.
M.		OPEN SESSION
N.		ADJOURNMENT Without objection, President Schaefer adjourned the meeting at 7:31 p.m.

MICHAEL SCHAEFER
BOARD PRESIDENT

If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Texas Government Code, chapter 551, subchapters D and E or Texas Government Code section 418.183(f). Before any closed meeting is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions, or decisions will be taken in open meeting. [See TASB Policy BEC(LEGAL)]

This notice was posted in compliance with the Texas Open Meetings Act.

MS/ch

Summary Notes have been placed beneath each Consent Agenda item for clarification purposes. Individual Board Members review each Agenda Item at least 72 hours prior to the actual Board Meeting.

MICHAEL SCHAEFER – PRESIDENT

MIKE NUGENT - SECRETARY