



College Station Independent School District

Success...each life...each day...each hour

College Station Independent School District Regular Board Meeting Minutes December 15, 2020 7:00 p.m. Board Room

There will be a regular meeting of the Board of Trustees of the College Station Independent School District on Tuesday, December 15, 2020 at 7:00 p.m. in the CSISD Board Room, CSISD Central Administration, 1812 Welsh, College Station, Texas.

Due to health and safety concerns related to the COVID-19 and in order to adhere to social distancing guidelines, no more than 50 people will be allowed in the boardroom.

Due to the temporary suspension of Open Meetings Laws issued on March 16, 2020, to advance the public health goal of limiting face-to-face meetings, this meeting will also be available to the public via live stream video. The public may access this meeting via live stream at the following --

<https://www.youtube.com/watch?v=npjUOZhaFx4&feature=youtu.be>

Public comment will be accepted in-person at the meeting. If you wish to provide feedback in a non-public setting, you may email feedback@csisd.org.

The following items are on the agenda:

ITEM NOS.	CONSENT ITEMS	DESCRIPTIONS
A.		CALL TO ORDER /WELCOME President Mike Nugent called the meeting to order at 7:00 p.m.
B.		DECLARATION OF QUORUM/WELCOME President Nugent declared a quorum with seven members present. In attendance were President Mike Nugent, Vice President GERALYN

		Nolan, Secretary Jeff Horak, Trustee Joshua Benn, Trustee Amanda Green, Trustee Thomas Hall and Trustee Kimberly McAdams.
C.		RECOGNITIONS
C-1.		<p>Pledge of Allegiance to the American Flag and the Texas Flag, and a Moment of Silence</p> <ul style="list-style-type: none"> ● Toryn House - Cypress Grove Intermediate School ● Rico Rodriguez - Cypress Grove Intermediate School ● Dylan Brod - College Station Middle School ● Ellie Heye - College Station Middle School
C-2.		Recognize artwork provided by River Bend Elementary School, College Station Middle School, and student designed holiday cards selected by district departments
D.		<p>CONSENT AGENDA</p> <p>Items listed on the Consent Agenda are as follows: Item G Minutes; Item H-2 New course approvals; Item J-5 Quarterly Investment Report; Item J-6 Head Start financials; Item J-7 monthly budget amendments; Item J-8 financial reports.</p> <p><u>MOTION 4898:</u> I move approval of the Consent Agenda as presented. The motion was made by Trustee Kimberly McAdams and seconded by Vice President Geralyn Nolan. The motion carried with seven ayes and zero nos.</p>
E.		BOARD
E-1.		<p>Board Directions and Reports/Announcements/Superintendent Reports and Announcements</p> <p><u>Board</u></p> <ul style="list-style-type: none"> ● CSISD Education Foundation Vice President Nolan - The Education Foundation participated in the following: Chrissy's Closet annual Christmas drive served 319 families. Seventy-one students received new mattresses courtesy of the efforts of Teresa

Benden and The Education Foundation along with several local businesses. The 2021 Senior Hall of Fame honorees from all 3 high schools is in the works. The Star Educator Program honorees are currently being recognized.

- District Educational Improvement Council
- Audit

Secretary Horak – The Audit Committee met today prior to the workshop and the presentation is coming up in this meeting. Additionally, he attended the TIA meeting as well.

- Head Start Policy Council
- Intergovernmental Relations Liaison
- Personnel Advisory Council Liaison

Trustee Benn – PAC met virtually last week for a short meeting. Discussion regarding the latest COVID numbers and ways to help virtual students who are not being successful was held. There was a request for one administrator on each campus to be the contact person for virtual instruction.

- School Health Advisory Council

Trustee McAdams – This was the second meeting of the year and the focus of the committee is the health needs of students. This year they will continue to focus on the mental health of students especially in light of COVID. The committee will give a presentation to the board in April. Additionally, Trustee McAdams attended the Teacher Incentive Allotment committee meeting last week. It is a way to recognize, reward, retain and recruit the best teachers. The next steps are to determine how we measure “best” and how to make sure every teacher has the opportunity to participate.

- Upcoming Events

Superintendent

- Superintendent [Update](#)
Superintendent Mike Martindale reviewed the COVID Dashboard that is housed on our CSISD website, which is updated daily. He reviewed the numbers as of yesterday. Also reviewed was the instructional model selection for the first semester. Starting with the spring semester we will begin requiring onsite instruction for students not performing in the virtual setting. Superintendent Martindale reflected on the efforts made by CSISD to support our teachers this past fall and thanked the board for allowing the following efforts to

		<p>be made. Teacher Pay increases of at least \$1,000; 2% pay increase for auxiliary and para employees and 1.5% pay increase for administrative professionals; prioritized teacher assignments; extra duty pay for folks teaching both onsite and virtual with no additional time given to do so; added positions to relieve pressure points and workloads with virtual instruction across the district; and, hired temporary staff to support virtual instruction, many of whom are retired teachers. Celebrations were the mattress for students and the Chrissy's Closet Christmas event</p> <p>The new CSISD COVID Dashboard is in place of sending emails and provides a district wide listing of cases.</p> <ul style="list-style-type: none"> • Upcoming Events <p>Winter Break begins on December 18th with staff returning January 4th and students returning January 5th.</p>
F.		<p>HEARING OF CITIZENS (Non-Agenda/Agenda Items)</p> <ul style="list-style-type: none"> • Comments related to agenda items for this meeting will be heard during consideration of the item later in the meeting • All comments not related to an agenda item at this meeting will be heard at this time <p>There were no citizens wishing to address the board at this time.</p>
G.	√	<p>MINUTES</p> <ul style="list-style-type: none"> • November 11, 2020 – Special Workshop - Canvass • November 17, 2020 Workshop Minutes • November 17, 2020 Public Hearing - FIRST Report • November 17, 2020 Regular Board Meeting Minutes
H.		CURRICULUM AND INSTRUCTION
H-1.		<p>Consideration, discussion and possible action related to board policy EIC (LOCAL)</p> <ul style="list-style-type: none"> • Tramel Memo • EIC (LOCAL) <p>Penny Tramel, CAO, reviewed the changes to Policy EIC (LOCAL) which would change the Pre-AP and Honors language to Advanced.</p>

		<p>Additionally, it was noted that a committee will be formed in the fall to look at GPA as it applies to these courses. Any changes related to GPA would be enacted with an incoming Freshman class.</p> <p><u>MOTION 4899:</u> I move that we accept changes to our Policy EIC (LOCAL) as presented. The motion was made by Trustee Kimberly McAdams and seconded by Vice President Geralyn Nolan. Discussion occurred. The motion carried with seven ayes and zero nos.</p>
H-2.	√	<p>Consideration, discussion and possible action related to new course approvals</p> <ul style="list-style-type: none"> • Tramel Memo • Proposed New Courses
I.		PERSONNEL
I-1.		<p>Consider approval of a new administrator contract as recommended by the Superintendent of Schools</p> <ul style="list-style-type: none"> • Justin Grimes, Principal of College Station High School • Perry Memo <p>Superintendent Martindale recommend Justin Grimes as the principal of CSHS beginning in January of 2021. There will be an interim announced at CVHS after the break.</p> <p><u>MOTION 4900:</u> I move the approval of the new administrator contract as recommended by the Superintendent of Schools. The motion was made by Trustee Joshua Benn and seconded by Trustee Amanda Green. The motion carried with seven ayes and zero nos.</p>
I-2.		<p>Consideration, discussion and possible action related to a resolution regarding the extension of employee leave provisions in the Families First Coronavirus Relief Act (FFCRA)</p> <ul style="list-style-type: none"> • Perry Memo • Resolution <p>Molley Perry, Chief Administrative Officer, stated the Federal Government funded leave, CARES, is set to expire at the end of the year. With the transition in government leadership, there has been no discussion of continuation. Therefore, through discussions with</p>

		<p>our policy consultants, we would like to propose a resolution to continue this leave provision benefit for our employees, which would provide ten additional days of leave related to COVID absences. This leave would allow our staff to prioritize their health and safety, and the safety of our students as well. If employees are quarantined due to close contact, and are able to work remotely, then the leave would not need to be used. This is important to keep our staff and students safe.</p> <p><u>MOTION 4901:</u> I make a motion that we accept the resolution as presented. The motion was made by Trustee Kimberly McAdams and seconded by Secretary Jeff Horak. The motion carried with seven ayes and zero nos.</p>
J.		BUSINESS
J-1.		<p>Consideration, discussion and possible action related to the Annual Enrollment Review and Report - FC (Local)</p> <ul style="list-style-type: none"> • Drozd Memo <p>Superintendent Martindale took the information from Mr. Templeton’s workshop presentation and applied it to our local policy, FC (LOCAL), as it relates to school capacity. AMCMS and WMS have the greatest variance in comparability. There is some concern in the outyears at CSHS regarding capacity. There was a plan for a Phase II of CSHS from the beginning. The core facility was built to accommodate the maximum number of students, but the number of classrooms could be increased in Phase II. Superintendent Martindale is not recommending any action at this time. The board is not obligated to take action based on this information. This is just a report. We will continue to watch the areas of concern. We are in very nice shape right now. This is a report only. There are no recommended adjustments at this time.</p>
J-2.		<p>Consideration, discussion and possible action regarding the Annual Financial and Compliance Report for the fiscal year ended August 31, 2020</p> <ul style="list-style-type: none"> • Drozd Memo

	<p>Rebecca Goldstein of Weaver & Tidwell, LLP., an independent auditing firm, came to present the Annual Financial and Compliance Report for the fiscal year ended August 31, 2020. There was one finding in Federal Programs, specifically Title I. For payroll salaries that are paid out of Title I, there has to be regular certifications from the employee to show that they did perform Title I activities. CSISD's policy was to perform semi-annual certifications, which is a common control that most school districts have. When they looked at these, there were some that were misplaced, and some where the employee came on later in the year and were not on the initial list to be certified. They issued a material weakness due to the misplaced paper report information on several employees whose salaries are paid with Federal funds. This is specific to Title I and Title I compliance. Response was provided and a Corrective Action Plan, including a paperless certification system and a method for updating the list of employees more than just annually, has already been put in place. They issued an unmodified opinion, which is the cleanest and best opinion that can be given. Thank you to the district's finance team for their assistance with the audit process. CSISD adopted a deficit budget of \$3.38 million and the final audited number is a deficit of \$1.7 million which includes an unexpected tax refund of \$940,000 in that number. The fund balance goes from \$37.8 million to \$36.1 million. Additionally, this number includes a reduction in revenue from the ESSER & CARES funds.</p> <p><u>MOTION 4902:</u> I move to accept the Annual Financial and Compliance Report as presented. The motion was made by Trustee Thomas Hall and seconded by Secretary Jeff Horak. The motion carried with seven ayes and zero nos.</p>
<p>J-3.</p>	<p>Consider approval of an amendment to the funding source for the technology purchase in the amount of \$249,936 from Avinext on September 15, 2020 to be \$228,957 from the General Fund and \$20,979 from ESSER (CARES Act) Funds</p> <ul style="list-style-type: none"> • Drozd Memo <p>Amy Drozd, CFO, provided detail on the purchase of technology out of ESSER (CARES Act) funds back in September. In November, the government expanded Project Connectivity, to reimburse districts for items purchased. However, those purchases could not have been made with Federal funds, which ESSER is. We are requesting to amend the expense the expense of the federal monies over to the general fund to make us eligible for up to \$171,000 of</p>

		<p>reimbursement under this program. Additionally, we would get to keep the federal funds to use somewhere else. We submitted the application, and everything has qualified under the guidelines, so we feel like to application will be approved, though the dollar amount could change if they do not have enough monies.</p> <p><u>MOTION 4903:</u> I move we approve the amendment to funding source for the technology purchase from Avinext. The motion was made by Vice President Geralyn Nolan and seconded by Trustee Amanda Green. The motion carried with seven ayes and zero nos.</p>
<p>J-4.</p>		<p>Consider approval of the purchase of an annual license for Cardonex, a master scheduling software, from Education Advanced in the amount of \$62,901 utilizing Buyboard pricing. The purchase will be made from the General Fund and CSISD Foundation Funds</p> <ul style="list-style-type: none"> • Drozd Memo • Hester Memo/Quote <p>CFO Drozd, stated that over the past several months, there has been a team researching master scheduling software. They have identified Cardonex as the product which would be most advantageous to CSISD, and would like to get it in place to utilize for the master scheduling process for the 2021-2022 school year. It can be purchased from Buyboard for \$62.901 for year one. Funds are tight this year but it would be of such great value that secondary campuses were willing to provide partial funding this year from their budgets and the Education Foundation will provide \$25,000 towards year one as well. The cost for year two is under \$50,000.</p> <p><u>MOTION 4904:</u> I motion to consider approval of the purchase of an annual license for Cardonex, a master scheduling software, from Education Advanced in the amount of \$62,901 utilizing Buyboard pricing. The purchase will be made from the General Fund and CSISD Education Foundation Funds. The motion was made by Secretary Jeff Horak and seconded by Trustee Thomas Hall. Discussion occurred. The motion carried with seven ayes and zero nos.</p>
<p>J-5.</p>	<p>√</p>	<p>Receive quarterly investment report for the three months ended November 30, 2020</p> <ul style="list-style-type: none"> • Drozd Memo • Quarterly Investment Report

J-6.	√	<p>Consider approval of monthly Head Start financial statements and credit card expenditures</p> <ul style="list-style-type: none"> • Drozd Memo • Financial Statements
J-7.	√	<p>Consider approval of monthly budget amendments</p> <ul style="list-style-type: none"> • Drozd Memo • Budget Amendments
J-8.	√	<p>Consider approval of financial reports</p> <ul style="list-style-type: none"> • Drozd Memo • Financial Reports
K.		FACILITIES
K-1.		<p>Consider approval of the design proposal from VLK Architects for athletic field lighting improvement at A&M Consolidated High School and College Station High School in the amount of \$72,000 utilizing 2015 Bond Funds</p> <ul style="list-style-type: none"> • Drozd Memo • Hall Memo/Quote <p>Jon Hall, Executive Director for Facilities, brought a design proposal for athletic field lighting improvement at A&M Consolidated High School and College Station High School in the amount of \$72,000 utilizing 2015 Bond Funds. This design work is in preparation for a future purchase of new football stadium lighting system for both comprehensive high school stadiums, as the current systems are woefully under illuminated. The system at A&M Consolidated wore out gradually over the last 30 plus years and the system at College Station High School was inferior and has since resulted in the manufacturer going bankrupt.</p> <p>MOTION 4905: I make a motion to approve the design proposal for athletic field lighting improvement at A&M Consolidated High School and College Station High School in the amount of \$72,000 utilizing 2015 Bond Funds. The motion was made by Trustee Amanda</p>

		Green and seconded by Trustee Thomas Hall. Discussion occurred. The motion carried with seven ayes and zero nos.
L.		EXECUTIVE SESSION
M.		OPEN SESSION
N.		ADJOURNMENT Without objection, President Nugent adjourned the meeting at 8:49 p.m.

MIKE NUGENT
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.

MN/ch

MIKE NUGENT – PRESIDENT

JEFF HORAK – SECRETARY