



# College Station Independent School District

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

## College Station Independent School District Regular Board Meeting Minutes October 20, 2020 7:00 p.m. Board Room

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 -- LINK: [https://youtu.be/2TXB\\_qRgyw](https://youtu.be/2TXB_qRgyw)

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](mailto:feedback@csisd.org).

The following items are on the agenda:

| <b>ITEM NOS.</b> | <b>CONSENT ITEMS</b> | <b>DESCRIPTIONS</b>  |
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| <b>A.</b>        |                      | <b>CALL TO ORDER /WELCOME</b><br>President Michael Schaefer called the meeting to order at 7:01 p.m.   |
| <b>B.</b>        |                      | <b>DECLARATION OF QUORUM/WELCOME</b><br>President Schaefer declared a quorum with six members present. In attendance were President Michael Schaefer, Vice President Geralyn Nolan, Secretary Mike Nugent, Trustee Joshua Benn, Trustee Jeff Horak and Trustee Kimberly McAdams. Trustee Amanda Green was not in attendance. |
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| <b>C.</b>   | <b>RECOGNITIONS</b>  |
| <b>C-1.</b> | <p>Pledge of Allegiance to the American Flag and the Texas Flag, and a Moment of Silence</p> <ul style="list-style-type: none"> <li>a. Keeley Lloyd - A&amp;M Consolidated High School</li> <li>b. Ashanti Williams - A&amp;M Consolidated High School</li> <li>c. Cameron Boswell - College Station High School</li> <li>d. Arianna Chisum - College Station High School</li> <li>e. Bethy Bueno - College View High School</li> <li>f. Grace Sorensen - College View High School</li> </ul>  |
| <b>C-2.</b> | <p><b><u>Students</u></b></p> <ul style="list-style-type: none"> <li>• <b><u>National Merit Semifinalists</u></b> <ul style="list-style-type: none"> <li>○ David Chang</li> <li>○ Camille Chiu</li> <li>○ Celine Choi</li> <li>○ Shruthi Garla</li> <li>○ Paul Kim</li> <li>○ Sunshine Leeuwon</li> <li>○ Claire McAdams</li> <li>○ Vincent Musser</li> <li>○ Kyle Palermo</li> <li>○ Ruby Perry-Mize</li> <li>○ Elise Sawyer</li> <li>○ Noah Taylor</li> <li>○ Saim Waheed</li> <li>○ Bill Wang</li> <li>○ Bryan Yan</li> <li>○ Ruth Yao</li> </ul> </li> </ul> |
| <b>C-3.</b> | <p>Recognize artwork provided by CSISD Head Start, A&amp;M Consolidated High School, College Station High School and College View High School.</p>   |
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| <b>D.</b>   | <p><b>CONSENT AGENDA</b></p> <p>Items listed on the Consent Agenda are as follows: Item G Minutes; Item H-3 Targeted Improvement Plans; Item H-4 HB3 Board Goals and Plans; Item H-5 SHAC 2020-2021 committee members; Item J-1 Microsoft Education Desktop package renewal; Item J-2 Tax Levy for 2020; Item J-3 Monthly Head Start financials; Item J-4 monthly budget amendments; and Item J-5 financial reports. Vice President Geralyn Nolan asked to pull Item J-5 from the Consent Agenda.</p>  |

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|             |  | <p><b><u>MOTION 4891:</u></b> I move we approve the Consent Agenda as presented minus Item J-5. The motion was made by Trustee Kimberly McAdams and seconded by Secretary Mike Nugent. The motion carried with six ayes and zero nos.</p>   |
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| <b>E.</b>   |  | <b>BOARD</b>  |
| <b>E-1.</b> |  | <p>Receive report on Board Member Continuing Education Credit</p> <ul style="list-style-type: none"> <li>• <a href="#">Horn Memo</a></li> </ul> <p>President Michael Schaefer read into the minutes that all seven of the CSISD Board Members exceeded the annual required continuing education hours. All seven of the College Station ISD Board Trustees exceeded the required number of continuing education hours.</p>  |
| <b>E-2.</b> |  | <p>Board Directions and Reports/Announcements/ Superintendent Reports and Announcements</p> <p><b><u>Board</u></b></p> <ul style="list-style-type: none"> <li>• CSISD Education Foundation</li> <li>• District Educational Improvement Council<br/>Trustee Horak, stated that DEIC met and discussed Pre-AP changes and has also begun work on the 2021-2022 school calendar</li> <li>• Audit</li> <li>• Head Start Policy Council<br/>Trustee McAdams attended the virtual policy council meeting. Parents are very excited about their Head Start campuses. Head Start is fully enrolled, but the Pre-K numbers locally as well as across the country are down from the previous year.</li> <li>• Intergovernmental Relations Liaison</li> <li>• Personnel Advisory Council Liaison</li> <li>• School Health Education Council<br/>Trustee McAdams stated that SHAC will meet for the first meeting of the year, next week.</li> <li>• Upcoming Events</li> </ul> <p><b><u>Superintendent</u></b></p> <ul style="list-style-type: none"> <li>• Superintendent Update</li> </ul> |

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|                  |          | <p>Superintendent Mike Martindale gave a <a href="#">report</a> to the board on enrollment numbers. We are a couple of hundred kids lower than this time last year and most of those are at the lower grade levels. CSISD is down about 1.4%, but other districts are down as much as 4-6%. The updated Instructional Models trends show we are now at 80.2% overall on site after the nine-week grading period for elementary ended. We are now at 77.7% onsite at the high school level. Middle School is now at 79.2% onsite and Intermediate is now 81.4%. Elementary is 82.5%. The COVID numbers since the first day of instruction for employees is 35 total, 8 active and 27 recovered. We have about 2,000 employees total. COVID cases for students is 47 total cases, 11 active and 36 recovered out of about 11,000 total students. For the Technology update we have received some devices back as students have transitioned to on site. We are still waiting on 911 devices to arrive. Superintendent Martindale added some celebrations to his presentation. The first was Mr. James Paldo, a 24-year CSISD bus driver who also writes poetry, reading his poem, "Hold On and Be Strong" in a video which is on our Face Book page. Southwood Valley Elementary added a book vending machine funded by the Education Foundation. Alex Caruso, an A&amp;M Consolidated High School graduate and LA Laker, won the NBA championship.</p> <ul style="list-style-type: none"> <li>● Upcoming events <ul style="list-style-type: none"> <li>○ Transportation Management Oversight workshop will be held on October 26<sup>th</sup> at 11:00 am in the Board Room.</li> </ul> </li> </ul> |
| <p><b>F.</b></p> |          | <p><b>HEARING OF CITIZENS</b> (Non-Agenda/Agenda Items)</p> <ul style="list-style-type: none"> <li>● Comments related to agenda items for this meeting will be heard during consideration of the item later in the meeting</li> <li>● All comments not related to an agenda item at this meeting will be heard at this time</li> </ul> <p>There were no citizens wishing to address the Board at this time.</p>  |
| <p><b>G.</b></p> | <p>√</p> | <p><b>MINUTES</b></p> <ul style="list-style-type: none"> <li>● <a href="#">September 8, 2020 Required Training</a></li> </ul>  |

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|             |  | <ul style="list-style-type: none"> <li>• <a href="#">September 15, 2020 Workshop Minutes</a></li> <li>• <a href="#">September 15, 2020 Regular Board Meeting Minutes</a></li> </ul>   |
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| <b>H.</b>   |  | <b>CURRICULUM AND INSTRUCTION</b>   |
| <b>H-1.</b> |  | <p>Receive report on Community Education</p> <ul style="list-style-type: none"> <li>• <a href="#">Perry Memo</a></li> </ul> <p>Chad Gardner, Director of Community Education, gave a <a href="#">report</a> on The Kids Klub, which was created in 1987 as a safe, fun environment for latch-key kids in conjunction with the City of College Station. CSISD took over the program in 2014. The Kids Klub is a self-funded program, providing after school care during the school year and all day care on staff development days. Due to the pandemic, this year's numbers were down a bit. Summer Day Camp is like Kids Klub on steroids, providing all day care during the summer. This summer we totally revamped the way we provided care with more activities outside, small groups and two virtual field trips. Staff are mostly college kids/young adults and come from many different backgrounds and college majors. Staff participates in many community activities and students have numerous clubs they can participate in. About 10% of Kids Klub students are on free or reduced lunch and if they can demonstrate need are then able to qualify for a reduced pricing. This summer the Education Foundation funded scholarships for students to attend Summer Day Camp.</p> |
| <b>H-2.</b> |  | <p>Receive Annual Bilingual/ESL Program Report</p> <ul style="list-style-type: none"> <li>• <a href="#">Tramel Memo</a></li> </ul> <p>Marla Ramirez, Director for Special Programs, gave an <a href="#">overview</a> of the program models which include Bilingual/Dual Language, ESL, and Languages Other Than English (LOTE). We currently have 58 different languages in CSISD. For our Limited English Proficient students special language programs threshold of 20 students, our areas to watch are Korean, Vietnamese, Mandarin, and Arabic. Due to COVID, we were able to roll over funds for the first time this year. The goals are to ensure all English learners master the State curriculum, develop English proficiency for all students in the program, develop fluency and literacy in English and Spanish and develop and understanding and appreciation for other cultures. We were able to hold onsite Bilingual Summer School in July and</p>   |

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|             |   | provided 120 hours of instruction for 57 on site students and 27 virtual students. We are excited to announce that we added a course this year to specifically help immigrant students learn English.  |
| <b>H-3.</b> | √ | <p>Consideration, discussion and possible action related to Targeted Improvement Plans</p> <ul style="list-style-type: none"> <li>● <a href="#">Perry Memo</a> <ul style="list-style-type: none"> <li>○ <a href="#">College Hills Elementary</a></li> <li>○ <a href="#">Creek View Elementary</a></li> <li>○ <a href="#">South Knoll Elementary</a></li> <li>○ <a href="#">Southwood Valley Elementary</a></li> <li>○ <a href="#">Spring Creek Elementary</a></li> </ul> </li> </ul> |
| <b>H-4.</b> | √ | <p>Consideration, discussion and possible action related to House Bill 3 Board Goals and Plans</p> <ul style="list-style-type: none"> <li>● <a href="#">Tramel Memo</a></li> <li>● <a href="#">House Bill 3 Board Goals and Plans</a></li> </ul>   |
| <b>H-5.</b> | √ | <p>Consider appointment of 2020-21 School Health Advisory Committee (SHAC) members</p> <ul style="list-style-type: none"> <li>● <a href="#">Reed Memo</a></li> <li>● <a href="#">2020-21 SHAC Roster</a></li> </ul>  |
| <b>I.</b>   |   | <b>PERSONNEL</b>   |
| <b>J.</b>   |   | <b>BUSINESS</b>  |
| <b>J-1.</b> | √ | <p>Consider approval of the renewal of Microsoft Education Desktop Package with Enterprise Client Access Licenses from SoftwareOne in the amount of \$69,262.20 per Department of Information Resources (DIR) contract #DIR-TSO-4061 using Instructional Materials Allotment Funds.</p> <ul style="list-style-type: none"> <li>● <a href="#">Drozd Memo</a></li> <li>● <a href="#">Shafer/Hutchison Memo</a></li> </ul>  |
| <b>J-2.</b> | √ | <p>Consider approval of the 2020 total tax levy for College Station ISD.</p> <ul style="list-style-type: none"> <li>● <a href="#">Drozd Memo</a></li> <li>● <a href="#">Tax Levy Notification</a></li> </ul>   |

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| J-3. | √ | <p>Consider approval of monthly Head Start financial statements and credit card expenditures.</p> <ul style="list-style-type: none"> <li>• <a href="#">Drozd Memo</a></li> <li>• <a href="#">Financial Statements</a></li> </ul>  |
| J-4. | √ | <p>Consider approval of monthly budget amendments.</p> <ul style="list-style-type: none"> <li>• <a href="#">Drozd Memo</a></li> <li>• <a href="#">Budget Amendments</a></li> </ul>  |
| J-5. | √ | <p>Consider approval of financial reports.</p> <ul style="list-style-type: none"> <li>• <a href="#">Drozd Memo</a></li> <li>• <a href="#">Financial Reports</a></li> </ul> <p><i>This item was removed from the Consent Agenda by Vice President Geralyn Nolan for clarification and further discussion.</i></p> <p>Amy Drozd, Chief Financial Officer, stated these numbers are unaudited numbers at this time. The question is regarding the twelve months ending August 31, 2020. The original budget had expenditures exceeding revenues by a little over \$3.3 million. What we are estimating now is the shortfall will be about \$1.5 million. With school ending in March, a lot of things went unspent, such as student travel, supplies, etc. However, payroll, utilities and PPE to start school kept going. CSISD received about \$1.3 million in ESSER/CARES act monies from the State to assist with the unexpected expenses due to COVID. The State then reduced the amount of State revenue it gave us by the ESSER funds which put us into recapture. Additionally, there was about \$900,000 in property tax refunds from cases that had been going on for years. We will get that back in State revenue, but it takes a couple of years for that to occur. We do still have ESSER monies that we will use this year to help us since enrollment is down, attendance is down, and PPE &amp; signage expenses are up. To clarify - we adopted a \$3.38 million deficit. We are projecting a \$1.5 million deficit at audit. We received about \$1.3 million in ESSR funds. And our recapture payment, due to receiving the ESSR funds, is about \$1.3 million, which is about \$800,000 in recapture and the rest was a reduction in revenue. Without these added funds and expenditures, we would have been really close to break even.</p> |

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|             |  | <p><b><u>MOTION 4892:</u></b> I move to accept as presented. The motion was made by Vice President Geralyn Nolan and seconded by Trustee Joshua Benn. The motion carried with six ayes and zero nos.</p>   |
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| <b>K.</b>   |  | <b>FACILITIES</b>  |
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| <b>L.</b>   |  | <p><b>EXECUTIVE SESSION</b></p> <p>President Schaefer adjourned the meeting into Executive Session at 8:21 p.m. to discuss item L-1, Item L-2 and Item L-3.</p>  |
| <b>L-1.</b> |  | <p>The Board will meet in executive session to discuss the 2020 Safety Audit. The executive session deliberations will be held pursuant to the "Deliberation Regarding Security Devices or Security Audits; Closed Meeting" exception to the Texas Open Meetings Act as set forth in Section 551.076 of the Texas Government Code.</p>   |
| <b>L-2.</b> |  | <p>The Board will meet in executive session to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee. 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.</p> |
| <b>L-3.</b> |  | <p>Consideration and discussion related to the superintendent evaluation. 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</p>   |
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| <b>M.</b>   |  | <p><b>OPEN SESSION</b></p> <p>President Schaefer called the meeting back into Open Session at 10:32 p.m.</p>   |
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| <b>N.</b> | <b>ADJOURNMENT</b><br><br>Without objection, President Schaefer adjourned the meeting at 10:32 p.m. |
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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.

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*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.*

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MICHAEL SCHAEFER – PRESIDENT

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MIKE NUGENT – SECRETARY