

## **MINUTES OF REGULAR MEETING (Monday, April 18, 2022)**

*Generated by Julie Pittman on Thursday, April 21, 2022*

### **Members present/absent**

Present were Angie Lambert, Clay Hertenberger, Eric Davenport, James Grassmuck, Matt Crable, Patrick Kelly, Rusty Norman. Dr. Bott was also in attendance.

### **Meeting called to order at 5:00 PM**

#### **1. OPENING OF MEETING**

Procedural: 1.01 Call to Order

Mr. Norman called the meeting to order at 5:00 pm.

#### **2. EXECUTIVE SESSION, CHAPTER 551**

Procedural: 2.01 The Board recessed to closed or executive session at 5:01 pm pursuant to Texas Government Code 551.071 Consultation with Board Attorney regarding all matters as authorized by law; Texas Government Code, 551.074 Personnel Matters: to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; Texas Government Code 551.076: Discussing security personnel or devices or security audits; The Board resumed open session at 6:07 pm.

#### **3. RECONVENE: INVOCATION AND PLEDGES**

Procedural: 3.01 Invocation

Mr. Davenport gave the invocation.

Procedural: 3.02 Pledges

All recited pledges.

#### **4. SCHOOL OFFICIALS PRESENT**

Information: 4.01 School Officials

Flo Adkins, Bob Atkins, Cherie Bowers, Heather Brown, Jenny Davenport, Renea Dillon, Ruben Espinoza, Patti Hanssard, Rachel Harris, Mark McKinney, Kathy Oliver, Julie Pittman, Michelle Pourchot, Alex Sanchez, Lee Townsend, and Chris Wheeler

Information: 4.02 **Other's Present**

Corey Click, Randie Martindale, Tara Mata, Thad Roher, Sandra Zeringue, Dr. Jackie Meyer, Wendi Janice, Traci Puckett, Shelley Bishop, Rebecca Ennis, Susan Williamson and Matthew Ginn

#### **5. ACTION FROM CLOSED SESSION, CHAPTER 551**

Action: 5.02 **Employ Personnel and/or Administrative Staff**

I move that we employ Kimberly McCollum as Teacher for 38 days for the 2021-2022 school year, and Alexis Buck, Tabitha Butler, Makayla Cadajas, Stephanie "Jayne" Carr, Garry Childs, Taylor Danesi, Lisa Gerky, Madison Long, Elisabeth Rowley, Miranda Sheridan, and Tammy Simmons as Teacher for 187 days for the 2022-2023 school year.

Motion by Eric Davenport, second by Patrick Kelly.

Final Resolution: Motion Carries

Yea: Angie Lambert, Clay Hertenberger, Eric Davenport, James Grassmuck, Matt Crable, Patrick Kelly, Rusty Norman

Action: 5.03 **Professional Contracts**

I move that we take action on contracts as detailed on the related pages and approve, as listed, professional contracts and related action for the 2022-2023 school year, per the Superintendent's recommendation.

Motion by Eric Davenport, second by Patrick Kelly.

Final Resolution: Motion Carries

Yea: Angie Lambert, Clay Hertenberger, Eric Davenport, James Grassmuck, Matt Crable, Patrick Kelly, Rusty Norman

#### **6. RECOGNITIONS**

Recognition: 6.01 Students and Staff

**The High School** recognized the bowling team. Girls Varsity finished as District Champions with a 9-1 record in District competition. They finished 2nd at Regionals and 16th at the State Finals Tournament. The teams are coached by Perry Murff.

**The District** recognized 4th grader Ava Nunn from Barnett as the elementary spotlight student of the month and 7th grader Kale Chapman from Santa Fe Jr. High as the secondary spotlight student of the month. Donna Marburger from Kubacak was recognized as the spotlight staff member of the month and Jeanette Lorkovic from Santa Fe Jr. High was the spotlight substitute of the month.

**Barnett** recognized their PTA that was created this year with members Marisa Pittman, Lindsay Haygood, Terri Singleton, Christina Strickland and Kifferi Franklin. They have brought several fundraising ideas and assisted with implementing the Watch Dogs program, volunteered in classrooms, decorated the school and delivered Bunny Grams to Barnett Braves.

**Kubacak** recognized Mrs. Pam Schanzer for being active in supporting students this year. She has helped reinforce the reading, phonics and writing skills they have been taught in the classroom.

**RJW** recognized their newly formed PTA and members Jackie Meyers-President, Wendi Janice-Vice President, Kristen Mayberry-Secretary and Tracy Puckett-Treasurer. They have given countless hours to get the PTA up and running and recruiting new members.

**Proclamations** for the month of May are Better Speech and Hearing Month; Teacher Appreciation Week, May 2-6; School Lunch Hero Day, May 6; National School Nurse Day, May 6th; and National Police Week, May 11-17.

**Employees of the Month** of April were: Kelly Grenier, Barnett Elem.; Gabrielle Gardner, Kubacak Elem.; Olivia Carlile, RJW; Matthew Ginn, SFJH; Stephen Vannoy, SFHS; Sara Shaffer, Transp.; Gerard Albertine, M&O; Columba Hernandez, Custodial; Tonya Fleming, Nutrition Services;; Heather Brown, Admin.; Johnny Banda, Police Department

## **7. PUBLIC COMMENT ON AGENDA/NON-AGENDA ITEMS**

Information: 7.01 Public Comment

Mr. Thad Roher, Superintendent for Friendswood ISD shared what a pleasure it is to be a mentor and friend to Dr. Bott. Expressed that he and the other Galveston County Superintendents admire the inspiration and resiliency of the Santa Fe Community. Dr. Bott is a positive leader and is called for this position. Thanked Dr. Bott for his partnership.

## **8. INFORMATION ITEMS**

Information: 8.01-8.11 Monthly Reports

Mr. Atkins updated the Board on the football field and track repairs. The painting of the exterior of the field house is complete.

Information: 8.12 Info-Technology Annual Presentation

Mrs. Brown gave an annual update on the Technology Department.

Information: 8.13 Info-Early and Election Day Voting Locations

Mrs. Townsend announced the early voting dates and locations of April 25-May 3 at City Hall and The Old School Museum as well as the Election Day of May 7, 2022 at the same locations.

## **9. CONSENT AGENDA**

Action (Consent): 9.01 Consider and Approve Consent Agenda Items

I move to approve all items of the Consent Agenda, 9.01 Through 9.12

Motion by Eric Davenport, second by Clay Hertenberger.

Final Resolution: Motion Carries

Yea: Angie Lambert, Clay Hertenberger, Eric Davenport, James Grassmuck, Matt Crable, Patrick Kelly, Rusty Norman

Action (Consent): 9.02 Consider and Approve Minutes of March 28, 2022 and April 4, 2022 as presented.

I move to approve all items of the Consent Agenda, 9.01 Through 9.12

Motion by Eric Davenport, second by Clay Hertenberger.

Final Resolution: Motion Carries

Yea: Angie Lambert, Clay Hertenberger, Eric Davenport, James Grassmuck, Matt Crable, Patrick Kelly, Rusty Norman

Action (Consent): 9.03 Consider and Approve Accounts Payable

I move to approve all items of the Consent Agenda, 9.01 Through 9.12

Motion by Eric Davenport, second by Clay Hertenberger.

Final Resolution: Motion Carries

Yea: Angie Lambert, Clay Hertenberger, Eric Davenport, James Grassmuck, Matt Crable, Patrick Kelly, Rusty Norman

Action (Consent): 9.04 Consider and Approve Budget Amendment #7

I move to approve all items of the Consent Agenda, 9.01 Through 9.12

Motion by Eric Davenport, second by Clay Hertenberger.

Final Resolution: Motion Carries

Yea: Angie Lambert, Clay Hertenberger, Eric Davenport, James Grassmuck, Matt Crable, Patrick Kelly, Rusty Norman

Action (Consent): 9.05 Consider and Approve 2022-2023 Allotment and TEKS Certification Form

I move to approve all items of the Consent Agenda, 9.01 Through 9.12

Motion by Eric Davenport, second by Clay Hertenberger.

Final Resolution: Motion Carries

Yea: Angie Lambert, Clay Hertenberger, Eric Davenport, James Grassmuck, Matt Crable, Patrick Kelly, Rusty Norman

Action (Consent): 9.06 Consider and Approve Santa Fe Coordinated Response Grant(VOCA)

I move to approve all items of the Consent Agenda, 9.01 Through 9.12

Motion by Eric Davenport, second by Clay Hertenberger.

Final Resolution: Motion Carries

Yea: Angie Lambert, Clay Hertenberger, Eric Davenport, James Grassmuck, Matt Crable, Patrick Kelly, Rusty Norman

Action (Consent): 9.07 Consider and Approve Resolution of the Board for the Juvenile Justice and Truancy Prevention Grant

I move to approve all items of the Consent Agenda, 9.01 Through 9.12

Motion by Eric Davenport, second by Clay Hertenberger.

Final Resolution: Motion Carries

Yea: Angie Lambert, Clay Hertenberger, Eric Davenport, James Grassmuck, Matt Crable, Patrick Kelly, Rusty Norman

Action (Consent): 9.08 Consider and Approve Better Hearing and Speech Month Proclamation

I move to approve all items of the Consent Agenda, 9.01 Through 9.12

Motion by Eric Davenport, second by Clay Hertenberger.

Final Resolution: Motion Carries

Yea: Angie Lambert, Clay Hertenberger, Eric Davenport, James Grassmuck, Matt Crable, Patrick Kelly, Rusty Norman

Action (Consent): 9.09 Consider and Approve National Teacher Appreciation Week Proclamation

I move to approve all items of the Consent Agenda, 9.01 Through 9.12

Motion by Eric Davenport, second by Clay Hertenberger.

Final Resolution: Motion Carries

Yea: Angie Lambert, Clay Hertenberger, Eric Davenport, James Grassmuck, Matt Crable, Patrick Kelly, Rusty Norman

Action (Consent): 9.10 Consider and Approve National Nurse Day Proclamation

I move to approve all items of the Consent Agenda, 9.01 Through 9.12

Motion by Eric Davenport, second by Clay Hertenberger.

Final Resolution: Motion Carries

Yea: Angie Lambert, Clay Hertenberger, Eric Davenport, James Grassmuck, Matt Crable, Patrick Kelly, Rusty Norman

Action (Consent): 9.11 Consider and Approve National Police Week Proclamation

I move to approve all items of the Consent Agenda, 9.01 Through 9.12

Motion by Eric Davenport, second by Clay Hertenberger.

Final Resolution: Motion Carries

Yea: Angie Lambert, Clay Hertenberger, Eric Davenport, James Grassmuck, Matt Crable, Patrick Kelly, Rusty Norman

Action (Consent): 9.12 Consider and Approve National School Lunch Heroes Day Proclamation

I move to approve all items of the Consent Agenda, 9.01 Through 9.12

Motion by Eric Davenport, second by Clay Hertenberger.

Final Resolution: Motion Carries

Yea: Angie Lambert, Clay Hertenberger, Eric Davenport, James Grassmuck, Matt Crable, Patrick Kelly, Rusty Norman

## **10. REGULAR AGENDA**

Action: 10.01 Consider and Approve Independent Auditors Terms of Engagement for the 2021-2022 Fiscal Year-End Audit

Mr. Sanchez explained that the district is required to have an annual audit review of financial statements by independent auditors. Mays & Associates, PLLC has submitted an engagement letter for the year ending June 30, 2022.

I move to approve the terms of the audit engagement with Mays & Associates, PLLC to perform the 2021 2022 fiscal year-end audit, not to exceed \$48,000.00.

Motion by Patrick Kelly, second by Matt Crable.

Final Resolution: Motion Carries

Yea: Angie Lambert, Clay Hertenberger, Eric Davenport, James Grassmuck, Matt Crable, Patrick Kelly, Rusty Norman

Action: 10.02 Consider and Approve Nutrition Services Substitute Pay Plan

Mrs. Davenport explained the administrative recommendation is that the Board approve the 2021-2022 Nutrition Services Substitute Pay Plan increase for all nutrition services substitutes as presented. In essence, this increase will better align this department's Substitute Pay Plan with neighboring districts in an effort to recruit and retain qualified nutrition services substitutes and increase the YUM! department's substitute pool. We are requesting that this change be effective beginning April 4, 2022, based on the payroll calendar for this group of employees.

I move that the Board approve the 2021-2022 Nutrition Services Substitute Pay Plan increase as presented.

Motion by Matt Crable, second by Matt Crable.

Final Resolution: Motion Carries

Yea: Angie Lambert, Clay Hertenberger, Eric Davenport, James Grassmuck, Matt Crable, Patrick Kelly, Rusty Norman

Action: 10.03 Consider and Approve Santa Fe ISD Self-Certification for Increased Micro-Purchase Threshold

Mrs. Bowers shared that Texas law generally permits public school districts to make non-competitive purchase for goods or services valued less than \$50,000 in the aggregate, as set forth in the Texas Education Code 44.031(a).

I move to approve Self-Certification of the Micro-Purchase Threshold at \$49,999.99.

Motion by Eric Davenport, second by Clay Hertenberger.

Final Resolution: Motion Carries

Yea: Angie Lambert, Clay Hertenberger, Eric Davenport, James Grassmuck, Matt Crable, Patrick Kelly, Rusty Norman

Action: 10.04 Consider and Approve Student Laptop Refresh

Mrs. Brown explained that the Emergency Connectivity Fund allows student laptops to be purchased with \$400 per device being covered by ECF. Any amount over the allotted \$400 is the responsibility of the district. Each laptop comes with 3 years of Dell Pro Support and a 5-year comprehensive policy for repairs.

I move to approve the purchase of 3,500 student laptops once Emergency Connectivity Grant approval is received. Overall cost is \$1,432,270.00 with \$400/device covered by ECF. Remaining cost covered by the District is \$9.22 per device for a total of \$32,270.

Motion by Eric Davenport, second by Matt Crable.

Final Resolution: Motion Carries

Yea: Angie Lambert, Clay Hertenberger, Eric Davenport, James Grassmuck, Matt Crable, Patrick Kelly, Rusty Norman

Action: 10.05 Consider and Approve Managed Internal Broadband Services (MIBS)

Mrs. Brown explained with the recent rise in cybersecurity attacks, Managed Internal Broadband Services (MIBS), is becoming industry standard as another layer to protect the network infrastructure.

I move to approve the purchase of Managed Internal Broadband Services (MIBS). Overall cost is \$74,373.96 with 80% E-rate eligible; with remaining 20%, or \$14,874.79 covered by SFISD.

Motion by James Grassmuck, second by Eric Davenport.

Final Resolution: Motion Carries

Yea: Angie Lambert, Clay Hertenberger, Eric Davenport, James Grassmuck, Matt Crable, Patrick Kelly, Rusty Norman

Action: 10.06 Consider and Approve Air Purification Systems

Mr. Wheeler shared that Santa Fe ISD applied for and received funds from the ELC grant, which allowed the Maintenance and Operations department to purchase items that improve indoor air quality.

I move to RATIFY the ELC grant funds to cover the cost of 73 air filtration systems that will cover 11 air handler units at Santa Fe High School at a price not to exceed \$124,000.00.

Motion by Eric Davenport, second by Angie Lambert.

Final Resolution: Motion Carries

Yea: Angie Lambert, Clay Hertenberger, Eric Davenport, James Grassmuck, Matt Crable, Patrick Kelly, Rusty Norman

Action: 10.07 Consider and Approve Landscape Award

Mr. Wheeler explained that in efforts to improve the efficiency of the landscaping services and ensure the grounds maintenance standard is being met, the maintenance and operations department solicited bids for landscape services #21-22002.

I move to approve Horticare Landscape Management to perform mowing and landscaping needs as per Landscape Bid #21-22002 at a cost not to exceed \$162,137.50.

Motion by Patrick Kelly, second by Clay Hertenberger.

Final Resolution: Motion Carries

Yea: Angie Lambert, Clay Hertenberger, Eric Davenport, James Grassmuck, Matt Crable, Patrick Kelly, Rusty Norman

Action: 10.08 Consider and Approve Coil Replacements on Cowan Administration Building Chiller

Mr. Wheeler explained that during routine preventative maintenance and service to the Cowan's chiller, a leak was detected on two of the four coils the chiller uses.

I approve Hunton Services to install four new coils to the air-cooled chiller at the Cowan Administration Building at a cost not to exceed, \$66,926.11.

Motion by Clay Hertenberger, second by Patrick Kelly.

Final Resolution: Motion Carries

Yea: Angie Lambert, Clay Hertenberger, Eric Davenport, James Grassmuck, Matt Crable, Patrick Kelly, Rusty Norman

Action: 10.09 Consider and Approve Portable Classroom Buildings for Junior High School

Mr. Atkins explained that Santa Fe Junior High School is approaching student capacity with current enrollment. Future and current classroom needs cannot be fully met with the current classroom space provided in Santa Fe Junior High facility.

I approve the lease for two, 2-classroom portable buildings for 60 months to include set-up and connections to all life safety building systems for a first-year cost not to exceed 125,000.00 which includes a monthly rental rate of \$1,728.00.

Motion by Angie Lambert, second by Matt Crable.

Final Resolution: Motion Carries

Yea: Angie Lambert, Clay Hertenberger, Eric Davenport, James Grassmuck, Matt Crable, Patrick Kelly, Rusty Norman

Action: 10.10 Consider and Approve the Purchase of Two, Class A 14 Passenger School Buses

Mr. McKinney explained that two 14 passenger Class A buses would allow us to transport some extracurricular activities in a smaller bus that does not require a CDL to drive. They could also be used on special needs buses that don't have any wheelchairs and transporting McKinney-Vento students.

I approve the purchase of two Class A 14 passenger buses in an amount not to exceed \$168,516.

Motion by Eric Davenport, second by Patrick Kelly.

Final Resolution: Motion Carries

Yea: Angie Lambert, Clay Hertenberger, Eric Davenport, James Grassmuck, Matt Crable, Patrick Kelly, Rusty Norman

## **11. BOARD COMMUNICATION**

Information: 11.01 Board of Trustees Comments

## **12. ADJOURNMENT**

Action: 12.01 The meeting adjourned at 7:14 pm.

There being no further business to come before the Board, I move to adjourn this meeting.

Motion by James Grassmuck, second by Matt Crable.

Final Resolution: Motion Carries

Yea: Angie Lambert, Clay Hertenberger, Eric Davenport, James Grassmuck, Matt Crable, Patrick Kelly, Rusty Norman

Minutes prepared by: Julie Pittman

Minutes approved by:

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J. R. Norman, President

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James Grassmuck, Secretary

Date Minutes Approved: May 16, 2022