

# Minutes of Regular Meeting

## The Board of Trustees Bastrop Independent School District

---

A Regular meeting of the Board of Trustees of Bastrop Independent School District was held Tuesday, August 16, 2016, beginning at 5:30 PM in the Mina Elementary School, 1203 Hill Street, Bastrop, Texas 78602.

### MEMBERS PRESENT:

Ashley Mutschink, Vice-President  
Molly McClure, Secretary  
Glenn Peterson  
Billy Moore  
Kellye Seekatz  
Matthew Mix

### OTHERS PRESENT:

Steve Murray, Superintendent  
Barry Edwards, Deputy Superintendent for Administrative Services  
Sandra Callahan, Chief Financial Officer  
Jeffrey Yarbrough, Chief of Police/Director of Operations  
Dr. Jason Hewitt, Chief Academic Officer, Secondary  
Penne' Liefer, Chief Academic Officer, Elementary  
Terrell King, Executive Director of Human Resources  
Dr. Kristi Lee, Exec. Director of Communications/Comm. Svcs.  
Les Hudson, Director of CTE  
Jackie Waneck, Director of Special Education Services  
Camille Smith, Director of Assessment & Student Support  
Patricia Melgar-Cook, Director of Bilingual / ESL  
Garrett Caughey, Director of Nutrition Services (SFE)  
Craig Hempel (SFE)  
Lex Solis (SFE)  
Allen Hamblen

### MEMBERS ABSENT:

James Allen, President

### ALSO PRESENT:

Nick Henderson  
Ana Manus (SFE)  
Marie Hamblen

## **1. Opening, Recognitions & Open Forum**

### **A. Meeting Called to Order**

Vice-President Mutschink called the meeting to order at 5:30 p.m. A quorum of board members was present. The meeting was duly called and notice of this meeting was posted in accordance with the Texas Open Meetings Act.

### **B. Pledge of Allegiance**

The Board of Trustees led the Pledge of Allegiance.

### **C. Pledge of Allegiance to the Texas Flag**

The Board of Trustees led the Pledge of Allegiance to the Texas Flag.

### **D. Opening Prayer**

Nick Henderson from River Valley Christian Ministries offered the opening prayer.

### **E. Student Speaker on Character Education Trait for August – Respect**

This item was postponed due to inclement weather.

## **F. Special Recognitions**

### **1. Recognition of BISD Students and Teachers for AP Incentive Program**

This item was postponed due to inclement weather.

### **2. Recognition of CRCA Teacher and Student Invited to the White House to Participate in a National Civics Workshop**

This item was postponed due to inclement weather.

### **3. Fine Arts Recognition**

This item was postponed due to inclement weather.

## **G. Open Forum**

1. There were no requests to speak in open forum.

## **2. Public Hearing on 2016-2017 Proposed Tax Rate**

Chief Financial Officer Sandra Callahan opened the Public Hearing on the 2016-2017 Proposed Tax Rate at 5:34 p.m. Mrs. Callahan reported that the proposed maintenance and operations (M&O) tax rate is \$1.170 per \$100 of tax valuation (up from the current rate of \$1.04) and the debt rate \$0.401 for a total proposed tax rate of \$1.571. Mrs. Callahan reported that an M&O tax rate above \$1.04 requires voter approval, so administration will be recommending that the Board call for a Tax Ratification Election (TRE) in November. She added that if voters approve, or ratify, the 13-cent increase on November 8<sup>th</sup>, it would generate an additional estimated \$4.28 million in local tax revenue and BISD would then have access to state aid or equalization funding in the amount of \$2.97 million, for a total of \$7.25 million in additional annual operations revenue.

Mrs. Callahan reviewed the M&O and Debt Service tax rate history and called attention to the fact that the M&O tax rate has been \$1.04 since 2007-2008 and the Debt Service rate has gone down since 2007-2008. Mrs. Callahan asked for comments or questions. There being none, the Public Hearing on the 2016-2017 Proposed Tax Rate was concluded at 5:45 p.m.

## **3. Superintendent's Report and Board Discussion**

### **A. Curriculum Report**

#### **1. Accountability Update**

Chief Academic Officer (Elementary) Penne' Liefer reported that Bastrop ISD and all BISD campuses "met standard" this year. She added that all targets were met at all campuses. Ms. Liefer stated that all campuses are eligible to earn distinctions, which will be awarded at a later date.

Vice-President Mutschink congratulated district staff and students.

Superintendent Murray also congratulated staff and students and thanked them for their hard work.

### **B. Financial Report**

Information was provided to the Board. There was no discussion.



**1. TRE / Bond Election Frequently Asked Questions**

Information was provided to the Board. Vice-President Mutschink stated that the Board received information on this item at the Agenda Review meeting last week and will have a special meeting on Monday, August 22<sup>nd</sup> to consider calling a tax ratification election (TRE) and a bond election.

**C. Personnel Report**

Information was provided to the Board. There was no discussion.

**D. Operations / Police Department Report**

Presenter: Jeff Yarbrough

**1. Lunch Price Increase for 2016-2017**

Chief Yarbrough recognized representatives from Southwest Foodservice Excellence (SFE), the districts' new child nutrition provider. Chief Yarbrough reported that districts that participate in the National School Lunch Program and School Breakfast Program must meet meal pricing requirements for both students and adults, and districts must utilize the USDA Paid Lunch Equity tool to determine whether yearly price increases are necessary. The PLE tool confirmed that the district is required to raise paid lunch prices for the 2016-2017 school year by ten cents to be in compliance with the state requirement.

**2. Update on Summer Maintenance Projects**

Chief Yarbrough provided an update on summer maintenance projects. Some of the projects that were done this summer include security doors being added to the middle school campuses, additional classrooms at Gateway, portables at Bluebonnet Elementary, Cedar Creek Middle School and Cedar Creek High School, and expanding the parking lot at Red Rock Elementary. These projects should be completed prior to the first day of school. In addition, the district is working with the City of Bastrop on acquiring a right of way on Hill Street and on Cedar Street, and is working with TxDOT to establish a school zone on FM 535.

**3. Department of Justice COPS Grant**

Chief Yarbrough reported that the districts' Police Department has applied for the Department of Justice COPS Grant, which will be awarded in November. Chief Yarbrough stated that if the district is awarded the three year grant, a new officer will be hired.

Chief Yarbrough also updated the board on the Texas Police Chief Association Recognition Program, as well as some training that he and his officers attended this summer.

**E. Communications / Community Services Report**

Dr. Kristi Lee reported that the district enrolled 209 new students at districtwide registration last week and added that she believes many parents completed online registration. She thanked campuses and volunteers for a successful event.

**1. Update on Branding**

Dr. Lee reported that the district went through a branding process and recently

unveiled a new logo. She added that a new billboard would be going up on Highway 71 in Cedar Creek early next week.

Dr. Lee reported that new teachers to the district participated in Ambassador Training last week and appreciated the opportunity to attend the training.

**2. Information on Expansion of District Daycare**

Information was provided to the Board. There was no discussion.

**4. Consent Agenda**

**A. Consider Approval of Minutes of June 21, 2016**

**B. Consider Awarding Bids**

**1. Property & Casualty Insurance 2016-2017**

**2. Printing Services #2015-05 Renewal**

**3. Apparel & Equipment for Extra-Curricular Activities #2016-05**

**C. Consider Approval of District Investment Report**

**D. Consider Approval of IMA Expense Report**

**E. Consider Approval of Resolution Regarding Extracurricular Status of 4-H Organization and Adjunct Faculty Agreement**

**F. Consider Approval of Leasor Crass, P.C. Proactive Legal Services & Retainer Program**

**G. Consider Approval of T-TESS Appraisers**

**H. Consider Approval of Tax Refunds**

**I. Consider Approval of Revisions to TASB Policies DNA (LOCAL), DNB (LOCAL), FFA (LOCAL), DIA (EXHIBIT), FB (EXHIBIT), and FFH (EXHIBIT)**

**J. Consider Approval of Interlocal Agreement with Harris County Department of Education (Choice Partners Purchasing Co-op)**

Vice-President Mutschink asked if any Board member wanted to pull any of the consent agenda items for discussion. There being no requests, Vice-President Mutschink asked for a motion to approve the consent agenda as presented. Matthew Mix moved and Billy Moore seconded to approve the following consent agenda items: the minutes of June 21, 2016; continuing participation in the TASB Risk Management Program for Property/Casualty, General Liability, Educators Liability, and Auto Insurance Coverage (the premium is \$205,226.00, effective September 1, 2015 through August 1, 2016); the attached vendors be renewed for printing services for the categories and items indicated and all vendors submitting proposals be renewed as approved vendors for printing services on an as-needed basis (renewal is effective from August 2016 through August 2017); all submitted proposals on the attached tabulation for Athletic Apparel & Equipment #2016-05; the District Investment Report for June and July 2016; the August 2016 IMA Expense Report; the Resolution that recognizes the Bastrop County, Texas 4-H Organization as approved for recognition and eligible for extracurricular status and the Adjunct Faculty



Agreement; the contract for the Leasor Crass, P.C. Proactive Legal Services and Retainer Program; the list of T-TESS appraisers as listed; the tax refunds over \$2,500 for Bastrop ISD; the revisions to TASB Policies DNA (LOCAL), DNB (LOCAL), FFA (LOCAL), DIA (EXHIBIT), FB (EXHIBIT), and FFH (EXHIBIT); and the Interlocal Agreement between Bastrop ISD and Harris County Department of Education as presented.

## 5. Action Items

### A. Consider all matters incident and related to providing for the redemption of certain outstanding "Bastrop Independent School District Unlimited Tax School Building Bonds, Series 2009"; approving and authorizing the execution of an Escrow Agreement for the deposit of funds in an amount sufficient to defease such bonds, including the adoption of a resolution pertaining thereto

CFO Sandra Callahan reported that the District has the opportunity and resources to make a one-time prepayment of \$1,045,000 on a portion of its 2009 bonds. She added that this is much like making a one-time lump sum payment on your home mortgage and will ultimately save the District interest on the bonds. The payment will be made in February 2017 when bond payments are made.

Molly McClure moved and Matthew Mix seconded to approve all matters incident related to providing for the redemption of certain outstanding "Bastrop Independent School District Unlimited Tax School Building Bonds, Series 2009"; approving and authorizing the execution of an Escrow Agreement for the deposit of funds in an amount sufficient to defease such bonds, including the adoption of a resolution pertaining thereto. Vice-President Mutschink asked for comments or questions. There being none, Vice-President Mutschink called for a vote.

MOTION CARRIED UNANIMOUSLY

### B. Adopt Ordinance to Set the 2016-2017 Tax Rate

Kellye Seekatz moved and Matthew Mix seconded that the property tax rate be increased by the adoption of a tax rate of \$1.571, which is effectively a \$0.13 per \$100 valuation increase in the tax rate. This equates to a \$1.17 Maintenance & Operations (M&O) rate, which is effectively a \$0.13 per \$100 valuation increase in the tax rate. In addition, Mrs. Seekatz moved and Dr. Mix seconded that the property tax rate of \$1.571 include \$0.401 for current year Debt Service (I&S). Vice-President Mutschink asked for comments or questions. There being none, Vice-President Mutschink called for a vote.

MOTION CARRIED UNANIMOUSLY

### C. Consider Approval of Financial Advisors

Sandra Callahan reported that the district went out for bids for financial advisor

services and received bids from four firms.

Molly McClure moved and Matthew Mix seconded to award Hutchinson, Shockey Erley & Co as financial advisors for Bastrop ISD, and authorize Steve Murray to negotiate the contract that provides the best value for the District. Vice-President Mutschink asked for comments or questions. There being none, Vice-President Mutschink called for a vote.

MOTION CARRIED UNANIMOUSLY

**D. Consider Approval of Strategic Design (Goals & Objectives)**

Steve Murray reviewed the Strategic Action Plan for 2016-2021 which includes the mission, goals and objectives for the district, as well as learner, teacher and leader profiles. Mr. Murray reported that BISD partnered with engage2Learn and hosted community and focus/design/create teams in a decision making and action planning course. In addition, facilitators worked with district and campus leadership to create a call to action and success criteria for any initiative, to review the current environment, and to create strategies to fill the gaps. This review process determined actions and outcomes at the district, campus, and classroom levels and helped move the existing classroom model toward the local community's vision for learning.

Billy Moore moved and Matthew Mix seconded to approve the Strategic Action Plan 2016-2021 as presented. Vice-President Mutschink asked for comments or questions. There being none, Vice-President Mutschink called for a vote.

MOTION CARRIED UNANIMOUSLY

**6. Information Items**

**A. District Wide Calendar**

Information was provided to the Board. There was no discussion.

**B. REVISED Proposed 2017 Bastrop Central Appraisal District Budget**

Information was provided to the Board. There was no discussion.

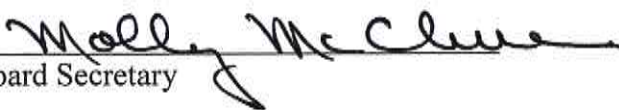
**C. TASB Policy Update 105**

Information was provided to the Board. There was no discussion.

**7. Adjournment**

There being no further business, the meeting was adjourned at 6:18 p.m.

Board Secretary



Board President

