

Minutes – Board of Trustees
November 13, 2006
6:30 p.m. – LHS Conference Center

The meeting was called to order by board president, John Flores. Other members present were Gary Allen, Juan Alvarez, Jr., Timoteo ‘Tim’ Juarez, Jr., John Manning, Clint Mohle, and Carl Ohlendorf.

Administrators and staff present were: Dr. John Hall, Superintendent; Phil McBride, Assistant Superintendent–Instruction and Operations; Theresa Ramirez, Assistant Superintendent–Human Resources; James Rabe, Assistant Superintendent of Instruction and Student Success; Janie Wright, Executive Director of Curriculum and Special Programs; Tina Knudsen, Finance Director; Monica Parks, Special Education Executive Director; Larry Ramirez, LHS Principal; John Henk, Freshman Campus Principal; Pat Venglar, Pride High School Principal; Ed Sheppard, LDMC Principal; Susan Brooks, Lockhart Junior High School Principal; Susan Masur, Navarro Elementary Principal; Donna Moore, Clear Fork Elementary Principal; Evangelina Orta, Plum Creek Elementary; Jesus Espinoza, Bluebonnet Elementary Principal; Barbara Bernal, Carver Kindergarten Principal; Darrell Hess, Maintenance Director; Les Goad, Boys Athletic Director; David Johnston, Girls Athletic Director and Candy Risien, Secretary for Superintendent/Board of Trustees.

Call to Order.

Invocation.

Dr. John Hall gave the invocation.

Recognition of Personnel and Students

Superintendent John Hall and the LISD Board of Trustees recognized, and the audience gave a standing ovation at the nomination of Lockhart Junior High School as a TEA/USDE/NCLB Blue Ribbon School. There are over 5,500 campuses in Texas and only 26 will receive this honor. The board also lauded Lockhart Junior High School’s TEA Gold Performances in Commended Reading, Writing, Social Studies, CI Reading and CI Math, which was presented to Principal Susan Brooks who thanked the staff and students at LJHS. Ms. Brooks also thanked the board of trustees for always supporting the needs of LJHS. The board then recognized Clear Fork Elementary for their Gold Performance in Commended Math, Science, CI Reading, and CI Math, presented to Principal Donna Moore. The board recognized Navarro Elementary for their Gold Performance in Commended Reading, Math, Writing, and CI Reading, presented to Principal Susan Masur and Bluebonnet Elementary for their Gold Performance in Commended Reading, Math, Writing, and CI Reading, presented to Principal Jesus Espinoza. The board presented certificates to the LHS Cross Country Team for winning their District and Regional titles. This team placed second at the State meet this past weekend under the direction of Coaches Scott Hippensteel, Lee Datesman and Doug Alfier.

Open Forum

Mr. Yunkun addressed the board regarding expenditure issues; he recommends an audit of purchases less than \$25,000. He stated that an AP Statistics class at LHS does not have the proper textbooks. He also has concerns regarding classroom telephones and thinks the system should be upgraded, so that the exact extension would be more easily identifiable, especially in an emergency situation.

Business.

1. Action: Consent Agenda

The motion was made by Tim Juarez, seconded by John Manning to pull the October 23 minutes for discussion. The motion carried unanimously, (7-0).

The motion was made by John Manning, seconded by Gary Allen to approve the remainder of the Consent Agenda. The motion carried unanimously, (7-0).

Mr. Juarez said that as he was reviewing the minutes from the October 23 board meeting, related to Action Item 17, Employment of Personnel. Some of the discussion related to the counselor that was

posted for approval, in his opinion did not catch the true discussion of what the whole discussion was about. Specifically, as related to the certification there was a little more detailed discussion associated with that item. The discussion dealt with the required number of hours that a counselor must have in the State of Texas, it also had some discussion related to the individual being recommended and the number of hours that individual had and the time frame the board was going to permit for that person to achieve certification. Mr. Juarez asked the secretary to go back and review the minutes and add the information to give a well-rounded review of the discussion.

2. Action/Communication: Presentation Regarding Brigadier General Harold Gary Bunch

Colonel Jimmie Jaye Wells of the U.S. Army made a thorough presentation regarding Brigadier General Harold Gary Bunch. General Bunch grew up in Lockhart, Caldwell County and graduated from Lockhart High School in 1972 some of General Bunch's relatives were in the audience. Colonel Wells presented a Biography regarding Brigadier General H. Gary Bunch to provide an informational brief and gain a decision from key stakeholders and local leaders to appropriately recognize and honor a Texas and hometown hero of Lockhart. A copy of the power-point presentation is included in the original minutes.

5. Action/Communication: Report Regarding Discipline of Special Education Students and LDMC Placement

John Flores closed the meeting at 7:25 p.m. on November 13, 2006 for the purpose of hearing items #5 and #6 on the agenda, Mark Goulet and Christine Badillo of WABSA law firm attended the closed session. No final action, decisions, or motions would be made while the board was in executive session.

The meeting opened at 9:02 p.m. on November 13, 2006. No action was taken by the board.

6. Action/Communication: Report Regarding Bluebonnet Elementary Leadership

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3. Action/Communication: Lockhart ISD Gold Performance Ratings Report

Mr. James Rabe presented a report to the board regarding TEA's Gold Performance Ratings and Lockhart ISD's improved performance by 42%. Mr. Rabe explained that a gold performance is comparable to making an A on the tests. Mr. Rabe also prepared a chart comparing LISD and 14 surrounding school districts, LISD out performed all but 2 of these school districts. Mr. Rabe reports significant improvement and stated that LISD will continue to improve. Mr. Rabe encourages the district to continue its primary focus on student performance/success, parent/student-counseling conferences, systematic visits by the Superintendent, a unifying document/vision for the district, focused staff development, and a concerted focus on communicating with parents. This focus is present in LISD and campuses have bought into this vision and that is why the district is seeing such success. Mr. Rabe also attributes the success to looking closely at performance data, lesson design to help organize teaching processes, addressing discipline and classroom management, benchmark exams/implementation, teacher appraisal document, and addressing questioning strategies. Mr. Rabe said that the district has just scratched the surface and next year is we need to work on building better background knowledge for students including memory work, vocabulary, and key concepts. The report and the comparison chart are included in the original minutes. Mr. Manning wanted to know if the district has a consistent homework assessment ratio in the district? Mr. Rabe said we do not and the DAC (District Advisory Committee) is currently looking at this and he is working on a proposed standard for the district. Mr. Alvarez wanted to know if inclusion teachers have an impact on test results, Mr. Rabe states that exempt students would have no impact, but Special Ed students are held accountable and the inclusion teacher's impact can be incredibly important. Dr. Hall reports 100% effective classroom preparation at Clear Fork Elementary, Plum Creek Elementary, and Navarro Elementary where he has visited so far this year. The teacher's work so hard and he is so impressed.

4. Action/Communication: Discussion Regarding Elementary Schools Grade Reconfiguration

The administration requests that the LISD school board consider making all elementary schools PK-5th grade campuses, Dr. Hall stresses that this cannot be done quickly but rather done over the years that come. This will not only allow students to be on one campus for a longer period of time and allow the district to more equitably distribute funds and program support. It will also allow state and federal funds to be more equitably assigned and will allow funds to follow students more fairly and Dr. Hall believes it will create a better demographic balance to all campuses. All central office administrators support this idea and Dr. Hall invites the board to ask questions of the campus administrators that are present. Mr. Manning asked Mrs. Masur, she states that she would need building modifications to accommodate Pre K students but she is not opposed to the idea. Mrs. Orta states that her campus was prepared to receive Kindergarten classes a few years ago, but it didn't happen. Ms. Moore says she has always been an advocate of K-5 campuses. Mr. Allen asked if most buildings faced the same physical configurations, and the principals briefly explained their campus limitations. Mrs. Bernal is not opposed to the idea, but she stresses the need to examine facility sizes and needs. Mr. Juarez agrees that the funding becomes more equitable, especially with better student distribution. He has some concerns about teacher loads, costs associated with this reconfiguration, and how will Carver fit into this picture? Mr. Juarez reminds the board that the full day Pre K program costs the district a lot of money in local funds. Mr. Juarez recommends that the administration develop a detailed schedule associated with the reconfiguration process, including the building conversions and implementation.

7. Action: Consider and/or Approve Contracting Architect and Engineering Services

Mr. McBride reported to the board that the administration advertised for Request for Qualifications from architectural firms and received four responses for the tax office addition project. The administration recommends that the Board of Trustees approve the WKMC Architects as the Architectural/Engineering firm submitted by staff and authorize the administration to select, negotiate and execute one contract on behalf of the district. Mr. Manning asked whether this firm could be used for other projects since they have gone through the RFQ process and Mr. McBride stated that the district could but did not necessarily have to use them. Mr. Juarez asked how this affects the district's relationship with Pfluger and Associates and wants to know the status of the LHS Master Plan the board has been waiting. Mr. McBride said the Pfluger firm did not respond to this RFQ, Dr. Hall said he has received a communication from Pfluger and Associates to make an LHS presentation to the board in December. If the WKMC firm is approved they will be working solely on the tax office project. Mr. Juarez feels that Pfluger and Associates has a commitment to this district and they should close out this project and has seen no end results. He is concerned about adding another architect to the district if this will release Pfluger and Associates from their commitment to the district. He would like to see the recommendations from Pfluger and Associates regarding the high school campus, he feels the board and administration should be taking a hard look at the needs of this campus and future growth. Mr. Manning had a question regarding the contract status of Lockhart ISD and Pfluger and Associates. Mr. McBride seemed to think that Brad Pfluger actually asked the board for more input. Mr. Flores recalls meeting with Pfluger and Associates and requesting a change to the proposed contract and has not seen anything from them since. Mr. Juarez recalls the specific discussion and says the board was waiting for Pfluger and Associates to bring back a report based on that discussion. Mr. Manning and Mr. Allen do not see a problem having more than one firm working with the district. There was further discussion regarding the Architect Summary presented tonight (included in the original minutes).

The motion was made by John Manning, seconded by Carl Ohlendorf to accept the Administrative recommendation of WKMC Architects. The motion carried unanimously, (7-0).

8. Action: Consider and/or Approve LISD Campus Improvement Plans and LISD District Improvement Plan

The administration recommends approving the Campus Improvement Plans and District Improvement Plan. Mr. Manning has two concerns, one involves the bilingual/ESL programs and the TAKS scores and

he would like to see more emphasis in the campus plans. The second concern involves the committees themselves and he would like to see more community involvement, not necessarily district employees making up the committees.

The motion was made by Gary Allen, seconded by Clint Mohle to approve the Campus Improvement Plans and LISD District Improvement Plan. The motion carried unanimously, (7-0).

9. Action: Consider and/or Approve Accepting Contracted Service GED Examiners

Following required RFQ/Posting timelines the administration recommends approving Johanna Hansen, Kenneth Hoffman, Peggy Hoffman, Audrey Mendez, Susan Serrato, and Betty Walker as GED Examiners. All of these people meet national, state and district qualifications and they all have proven track records for professionalism and job performance.

The motion was made by John Manning, seconded by Tim Juarez to approve the recommendation of the administration and approve the GED examiners contracts. The motion carried (6-0-1), Mr. Mohle abstained.

10. Action: Consider and/or Approve 2006-07 LISD Employee Pay System Handbook & Salary Schedule

The administration recommends the approval of the 2006-07 LISD Employee Pay System Handbook & Salary Schedule. Theresa Ramirez stated that upon the board's approval the handbook will be posted on the website and distributed to the campuses. Ms. Ramirez has pulled excerpts from the TASB Salary Survey and included the LISD rules and guidelines into one handbook. Mr. Juarez wanted to know if the final report from the TASB salary survey would have any affect on this document and Ms. Ramirez said it would not. This handbook is an explanation of how the system works from year to year and how people are promoted/demoted from one pay grade to another, how raises should be made unless the board approves something differently and will include the pay scales. Mr. Manning wanted to know how we are currently paying people who are not in the right pay grade, Ms. Ramirez stated that those are being corrected and if changes need to be made, she will update this document. Mr. Juarez had additional questions about modifications to pay scales and schedules, raises about mid-point, and the three motions that were made approved dealing with the various increases to all the categories of employees within the district, which is yet to be resolved. Mr. Juarez is concerned about approving this document at this time and how the other pieces will be affected. He is also concerned about the employees who are still not receiving their full pay, because of administrative steps did not see an increase that would even cover the cost of insurance. By administrative steps, he means Human Resources took the mid point position in the raises that weren't included in the board's motion and individuals that are identified outside the pay scale based on their longevity of employment. He is reluctant to take any action or vote on this because there are so many pieces that need to be resolved, he had hoped it would have been resolved before it came back to the board. Ms. Ramirez that there have been several scenarios sent to Mr. Adkinson at TASB for changes and the administration is currently waiting for that final document, these are the basic guidelines and rules for working within the system and there will be exceptions. Mr. Manning wanted to know when the TASB Salary Survey process started and Mr. Flores reminded him it has been since he was sworn in, about six months. Mr. Manning wanted to know what the survey cost the district and Ms. Ramirez said \$5,500 has been paid, and the information back and forth from the board to TASB, and Mr. Adkinson's part time status at TASB have added to the timeline for getting this finished. Mr. Allen wanted to know if the individual changes are being taken care of and has concerns about locking some employees out if they have maxed out. Ms. Ramirez stated that the system was operating as originally intended, the board decisions did allow for it to go beyond the cap. TASB compensation model does allow for controls if the district chooses to use them, our board in the past chose not to follow those so when they approved raises people that were way at the top, still continued to get raises and nobody was left out. That is still something the board can choose to do, but we have to have something in place to have rules and guidelines to follow and that is the intent of this document. Mr. Mohle and Mr. Manning have a problem with employees not receiving their raises or an explanation from the administration. Mr. Juarez also has a problem with perception, but he reminds the board that the action taken by the board above and beyond the TASB Salary Survey was to take into account those individuals who were not going to recognize a

raise at all. That is what they did to help modify that situation, but even based on that modification, based on the fact that the board was given information piece meal, employees didn't recognize the dollar amount or percent increase given. Mr. Juarez went on to say, there are so many employees in the district that got a raise that did not cover their health benefits and asked Ms. Ramirez if that was an accurate statement. Ms. Ramirez said it was not accurate, all employees got a minimum increase to cover that cost. Mr. Juarez asked for clarification regarding all employees who had the benefit replacement pay reduced by the state was reinstated by the district. Mr. Ohlendorf stated that if an employee's \$500 benefit replacement covered their 3% raise, they did not receive the 3% raise and Ms. Ramirez said that is when the board came back and approved an additional 3% raise for a very small number of employees. Ms. Ramirez stated that the majority of these employees have been getting their pay raises. Mr. Juarez asked about the 23 employees who were 'locked out' because of their pay scale, did all of these employees receive an actual 3% across the board raise? Ms. Ramirez said Tina Knudsen calculated those increases based on the mid-point and Mr. Juarez said that was not the instruction of the board of trustees. Ms. Ramirez said all of the raises in the TASB system were based on the mid-point, Mr. Juarez said he understands that but that is not what the board instructed the administration to do. Ms. Ramirez said these are basic guidelines and rules for a working system and at anytime the board may choose to deviate from it. Mr. Manning asked when employees lost the \$500 supplement and Mrs. Knudsen said it was taken away this school year. Mrs. Knudsen said the pay spreadsheet was looked at for each employee from 2005-06 to 2006-07 base pay to make sure they received a minimum raise of \$500 and that met the intent of the law according to TASB. Mr. Manning said this board said to give a percentage raise, it didn't say to take the insurance out of it. Mrs. Knudsen reminded Mr. Manning that Mr. Adkinson (TASB) would be included as part of meeting the intent of the law and is how his formula was based. Mr. Flores understands that if we get away from mid-point, the district will have to have another salary survey in a very short period of time, because everything is going to get thrown out of whack again. Mr. Manning said his problem is not with the mid-point, but with someone getting an \$8 raise. Mr. Flores suggested that the salary survey be brought back in December or if the district is not going to go with it, take some action on how to resolve this. Mr. Juarez agrees and would like to explore whether employees want the increase given by the board or would they prefer the \$500 benefit replacement pay. Mr. Ohlendorf said that has already been done, according to Tina Knudsen every employee did realize a minimum of \$500. Mrs. Knudsen repeated that HB 1 states that an employee will receive a \$500 increase in salary to replace the \$500 lost in health insurance, we didn't have a choice about that. Mr. Juarez had a question regarding the accounting on pay stubs as reported to him. Mrs. Knudsen explained that one of the credits employees used to see on their pay stubs for health insurance is now included in their base pay. Mr. Manning wanted to know if that was an unfunded mandate by the state and Tina said no, they took away the \$500 health insurance that was being paid separately, but increased the amount of money that we are getting in state funding to cover the salary increases. Mr. Flores asked the board if they were ready to take action on this item and Mr. Manning said he can't vote for something that he doesn't know what he is looking at. Mr. Allen wanted to what effect there will be if the board does not take action and Ms. Ramirez said employees are currently being paid their raises and making corrections/changes as necessary. Mr. Manning requests that the board be sent everything, every change, submitted to TASB in order to sew this thing up. Ms. Ramirez stated that Tina Knudsen is now submitting the requests to TASB, Mr. Manning only wants to see information since the last update and feels like the board has a handle on this and they want to see the minor changes. Dr. Hall requests that this item be withdrawn and instructed Tina and Theresa to have daily communication with Mr. Adkinson until this is resolved and Dr. Hall will physically go to Austin weekly and talk to the Executive Director in this matter. The administration plans to go over this document on November 20 and bring all the information and questions answered back to the board by the December board meeting. Mrs. Knudsen received an update today at noon that she believes is a close to final version on the Maintenance scale, custodial, food service, clerical and para professional lists that looks as good/accurate as it needs to be. She will go over it with Ms. Ramirez as soon as possible and bring it back to the board.

Item withdrawn.

11. Action: Employment of Personnel

Consider/Approve Employment of Personnel

Monica Guillory Assistant Principal @ High School

Consider/Approve Recommendations for Substitute Personnel

Hailey Duvall Substitute Teacher

Norma Finger Substitute Teacher

Jacqueline Hays Substitute Teacher

Rachel Hughey Substitute Teacher

Gabriela Garza Substitute Teacher

Jeff Jones Substitute Teacher

Karen Lummus Substitute Teacher

Wendell Palmer Substitute Teacher

Carrie Porter Substitute Teacher

Consider/Approval of Resignations

Yvette Castillo Custodian (10 month) @ Navarro

For Your Information: (Administratively Reassigned and Approved)

Clear Fork Elementary

Kasaundra Walenta Kids Klub Group Leader

Junior High School

Joe Castillo Custodian (12 month)

District Wide

Geneva Salinas Cub House Hourly

The motion was made by Tim Juarez, Jr., seconded by Carl Ohlendorf to approve Employment of Personnel. Mr. Manning requested that the board go into executive session to discuss personnel.

John Flores closed the meeting at 10:18 p.m. on November 13, 2006 for the purpose of discussing personnel. No final action, decisions, or motions would be made while the board was in executive session.

The meeting opened at 10:49 p.m. on November 13, 2006.

There is a motion and second on the table, the motion carried (5-0-2), John Manning and John Flores abstained.

12. Action: Parent Complaints/Grievances

None requested.

13. Action: Student Complaints/Grievances

None requested.

14. Action: Other Members of the Public Complaints/Grievances

None requested.

15. Action: Board Member Items

Mr. Ohlendorf would like to hear an administrative recommendation regarding General Bunch in December. Mr. Mohle would like to see a final report regarding the employee whose years of service were in question and what the financial status is. Mr. Juarez would like to see the TASB salary survey finalized and Dr. Hall to oversee the Human Resource Department and Finance Department in this regard. Mr. Juarez would like to recognize the Freshman Football Team in December for winning their district contest. Mr. Alvarez requests that he view the certified agenda for the last meeting he missed. Mr. Flores would like to identify a date for the board's self assessment, he asked for thoughts from the board and Mr. Ohlendorf asked to review their calendars and get back with him.

Adjournment.

Agenda completed, meeting adjourned.

SIGNED: _____
John Flores, Board President

APPROVED: _____
Dated

SIGNED: _____
Timoteo ‘Tim’ Juarez, Jr., Board Secretary

APPROVED: _____
Dated