

# Spring Independent School District

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**BOARD OF TRUSTEES  
WORK SESSION  
6:00 PM, DECEMBER 5, 2019  
BOARD ROOM  
GORDON M. ANDERSON LEADERSHIP CENTER  
16717 ELLA BOULEVARD, HOUSTON, TEXAS 77090**

## **MINUTES**

### **I. Call to Order (6:11 PM)**

President Rhonda Newhouse called the Work Session of the Spring Independent School District Board of Trustees to order at 6:11 PM on December 5, 2019, in the Board Room of the Gordon M. Anderson Leadership Center, 16717 Ella Boulevard, Houston, Texas, in accordance with Chapter 551 of the Texas Government Code.

#### **Members Present:**

Rhonda Newhouse, President  
Jana Gonzales, Vice President  
Donald Davis, Secretary (arrived at 7:39 PM)  
Winford Adams, Jr., Assistant Secretary  
Justine Durant  
Dr. Deborah Jensen  
Chris Bell

#### **Members Absent:**

#### **Others Present:**

Rodney Watson, Superintendent of Schools  
Ken Culbreath, Chief of Police  
Julie Hill, Chief of Staff  
Lupita Hinojosa, Chief of School Leadership and Student Support Services  
Khechara Bradford, Chief of Curriculum and Instruction  
Mark Miranda, Chief Operations Officer  
Deeone McKeithan, Chief Human Resources Officer  
Ann Westbrook, Chief Financial Officer  
Tiffany Dunne-Oldfield, Chief Communications Officer  
Jeremy Binkley, General Counsel  
Jason Sheffer, Director of Board Services

### **II. Minutes from Prior Meetings (6:11 PM)**

The Board reviewed the minutes from the following meetings:

- A. November 7, 2019 Board Work Session
- B. November 12, 2019 Regular Meeting
- C. November 18, 2019 Special Called Session

### III. Opening Remarks (6:12 PM)

#### A. Superintendent of Schools

Superintendent of Schools Dr. Rodney Watson began his remarks reflecting on the wonderful time he and the Board of Trustees had on December 4th at the unveiling of the Veterans Memorial at Spring ISD's Planet Ford Stadium. Dr. Watson then highlighted the presentations that would follow on the agenda including the 2020-2021 Education Planning Guides, and updates on Curriculum and Instruction, LIFT 6, and the Targeted Improvement Plans.

### IV. Public Agenda Participation (6:14 PM)

Members of the public did not register to speak to the Board.

### V. Presentations (6:14 PM)

#### A. 2020-2021 Education Planning Guide (6:14 PM)

Chief Khechara Bradford presented the Education Planning Guide for the 2020-2021 school year. The Education Planning Guide (EPG) has been redesigned for the 2020-2021 school year and reflects an increase in course offerings designed to increase student opportunities, choice, and college preparedness options. The updated EPG was developed through collaborative efforts, across multiple departments, and based on feedback from campus staff.

#### B. Curriculum and Instruction – Update (6:40 PM)

Chief Khechara Bradford presented an update of Curriculum and Instruction. The presentation included screen shots from Spring ISD's Learning Management System, Schoology and reviewed the curriculum and some of the additional resources available to teachers including JASON Learning and most recently NBC Learn.

#### C. LIFT 6 – Update (7:00 PM)

Chief Lupita Hinojosa introduced the presentation to provide an update on LIFT 6, Spring Independent School District's transformation plan for its six comprehensive middle schools.

Assistant Superintendents of Administration for Middle Schools, Dr. Miguel Perez and Pamela Farinas provided the update. The schools that comprise LIFT 6 are Bailey, Bammel, Claughton, Dueitt, Twin Creeks and Wells Middle Schools. The LIFT 6 goal is to better meet the unique needs of 6th, 7th and 8th graders. LIFT 6 uses strategies and best practices found at successful schools across the country to improve its comprehensive middle schools. The strategies include:

- A Culture of High Expectations
- Effective Principals and Teachers in Every School
- Maximized Learning Time
- Data-Driven Instruction
- High-Dosage Tutoring
- Safe and Secure Learning Environments

#### D. Targeted Improvement Plans – Update (7:33 PM)

Executive Director of School Improvement Dawn Oliver introduced the presentation to provide an update of the Targeted Improvement Plans. The milestone progress of the seven 2019-2020 Targeted Improvement Plans submitted by Eickenroht and Major Elementary Schools and Bailey, Bammel, Claughton, Dueitt, and Wells Middle Schools was presented to the Board.

Principal Shamethia Dillard of Major Elementary School and Principal Robbie Green of Eickenroht Elementary School presented their progress, celebrations, and next steps involving their Targeted Improvements Plans for their campus.

**VI. Internal Auditor (8:20 PM)**

- A. Internal Audit – Mid Year Progress Report and Revised Internal Audit Plan (8:20 PM)  
Internal Auditor Patricia Rios presented the Board with information regarding the Internal Audit – Mid Year Progress Report and Revised Internal Audit Plan. Rios provided an update on the district's internal audit plan, fraud hotline and a summary of activity funds, attendance and department internal audit reports.

**VII. Chief of School Leadership and Student Support Services (8:37 PM)**

- A. Facility Use Agreement between Lone Star College–North Harris Campus and Spring Independent School District (8:37 PM)  
Chief Lupita Hinojosa presented the Board with information regarding a Facility Use Agreement between Lone Star College–North Harris Campus and Spring Independent School District. This agreement allows Spring Early College Academy accessibility to Lone Star College facilities for school activities such parent meetings, student assemblies, etc. throughout the 2019-2020 school year.

**VIII. Chief Human Resources Officer (8:40 PM)**

- A. 2019-2020 Compensation Plan (8:40 PM)  
Chief Deeone McKeithan presented the Board with information regarding proposed changes to the Substitute Staff Salary Schedule. This adjustment provides more clarity on when it is appropriate for Principals to submit supplemental forms to compensate teachers for taking on additional students above the district approved student teacher ratio.
- B. Second Addendum to Houston Baptist University and Spring ISD Agreement for Master of Education in Education Administration and Superintendent Certification (8:50 PM)  
This item was not discussed. Chief Deeone McKeithan announced that this item will be brought to the Board at a later date for consideration.

**IX. Chief of Police (8:50 PM)**

- A. Memorandum of Understanding (MOU) Between The Children's Assessment Center (CAC) and Spring Independent School District (8:50 PM)  
Chief Kenneth Culbreath presented the Board with information regarding an MOU between The Children's Assessment Center and Spring Independent School District. The Spring Independent School District Police Department will be joining a Multidisciplinary Team to assist when the department conducts an investigation of an alleged child abuse or sexual abuse of a child case. The Children's Assessment Center (CAC) will make available resources and the expertise needed to ensure that the investigation is thorough and consistent with the laws of the State of Texas. The CAC provides a child-friendly environment that is utilized for sexual abuse cases involving children, referral for prosecution, as well as medical and therapeutic treatment.

**X. Chief Operations Officer (8:52 PM)**

- A. Westfield High School Ninth Grade Center, 3rd Guaranteed Maximum Price (8:52 PM)  
Chief Mark Miranda presented the Board with information regarding the Westfield High School Ninth Grade Center, 3rd Guaranteed Maximum Price in the amount of \$6,909,148. The 3rd Guaranteed Maximum Price includes the dance room, revised

front entrance, and revisions to the library and cafeteria. This includes the additional funds approved by the Board in October for this project.

**XI. Chief Financial Officer (8:57 PM)**

- A. Popular Annual Financial Report for the Fiscal Year Ending June 30, 2019 (8:57 PM)  
Chief Ann Westbrook presented the Board with information regarding the Popular Annual Financial Report for the Fiscal Year Ending June 30, 2019. The Popular Annual Financial Report (PAFR) is a brief summary of the District's Comprehensive Annual Financial Report (CAFR). This report is intended to increase public awareness throughout the community about Spring ISD's financial condition by presenting the financial information in a way that is more understandable to parents, students, community members, taxpayers, and other interested parties.
- B. Taxpayer Refunds (8:59 PM)  
Chief Ann Westbrook presented the Board with a report of taxpayer refunds exceeding \$500.
- C. Report of Cooperative Purchases Exceeding \$50,000 (9:00 PM)  
Chief Ann Westbrook presented the Board with a report consisting of purchases exceeding \$50,000 that were made by the district through one or more authorized purchasing cooperatives.

Date	Vendor	Description	Amount
10/16/2019	Engage2Learn	Professional Development / Coaching Services to develop teachers and instructional leaders in TEKS to support building content area units.	\$ 200,000
10/17/2019	Liberty Paper	Copy paper	\$ 106,890
10/18/2019	All In Learning	Cloud based platform of Affirmative Assessment Interactives	\$ 162,360
10/24/2019	GT Distributors Inc.	Police equipment and supplies	\$ 50,905
11/04/2019	CDW Government Inc.	Cetacea Astronaut CL speakers for classrooms**	\$ 582,800
11/06/2019	SHI Government Solutions	Virtual Server licenses	\$ 50,895
11/06/2019	Educator's Depot Inc.	Furniture for Roberson Middle School**	\$ 60,399

\* Blanket Purchase Order for anticipated annual spend.

\*\*Bond Related Expenditures

**XII. Closed Session (9:03 PM)**

President Newhouse recessed the open session at 9:03 PM for the purpose of entering into closed session pursuant to the following provisions of the Texas Open Meetings Act:

- A. Under Section 551.071 - For the purpose of a private consultation with the Board's attorney on any or all subjects or matters authorized, including any item posted on this agenda
- B. Under Section 551.072 - For the purpose of discussing the purchase, exchange, lease, or value of real property

C. Under Section 551.074 - For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee or to hear complaints or charges against a public officer or employee

1. The Board will deliberate regarding the Superintendent's evaluation
2. The Board will deliberate on employees nominated for special recognition
3. The Board will deliberate on a recommendation for the termination and finding of no good cause for an employee's abandonment of contract
4. The Board will deliberate on the issuance of school district teaching permits for noncore career and technology courses
5. The Board will deliberate on an amendment to the Superintendent's contract


D. Under Section 551.076 - To consider the deployment, or specific occasions for implementation, of security personnel or devices

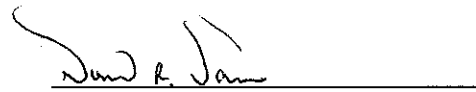
**XIII. Action on Closed Session Items (9:56 PM)**

President Newhouse reconvened the open session at 9:52 PM. The Board took no action.

**XIV. Adjournment (9:56 PM)**

On a motion by Trustee Gonzales, seconded by Trustee Bell, the Board unanimously adjourned the meeting at 9:56 PM.

  
Rhonda R. Newhouse, President

  
Donald Davis, Secretary