

# Spring Independent School District

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**BOARD OF TRUSTEES  
WORK SESSION  
6:00 PM, FEBRUARY 8, 2018  
BOARD ROOM  
GORDON M. ANDERSON LEADERSHIP CENTER  
16717 ELLA BOULEVARD, HOUSTON, TEXAS 77090**

## **MINUTES**

### **I. Call to Order**

Vice President Jana Gonzales called the Work Session of the Spring Independent School District Board of Trustees to order at 6:03 PM on February 8, 2018, 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:**

Jana Gonzales, Vice President  
Donald Davis, Secretary  
Justine Durant, Assistant Secretary (arrived at 6:04 PM)  
Dr. Deborah Jensen  
Winford Adams, Jr.  
Chris Bell (arrived at 7:17 PM)

### **Members Absent:**

Rhonda Newhouse, President

### **Others Present:**

Rodney Watson, Superintendent of Schools  
Victor Mitchell, Chief of Police  
Julie Hill, Chief of Staff  
Lupita Hinojosa, Chief of School Leadership and Student Support Services  
Lauren Topek, Chief of Curriculum, Instruction and Assessment  
Mark Miranda, Chief Operations Officer  
Deeone McKeithan, Chief Human Resources Officer  
Ann Westbrook, Chief Financial Officer  
Tiffany Dunne-Oldfield, Chief Communications Officer  
Jeremy Binkley, Legal Officer  
Jason Sheffer, Director of Board Services

### **II. Minutes from Prior Meetings**

A. The Board reviewed the minutes from the following meetings:

1. January 11, 2018 Board Work Session
2. January 18, 2018 Regular Board Meeting

### **III. Opening Remarks**

#### **A. Superintendent of Schools**

Dr. Rodney Watson highlighted the presentations on attendance, literacy, and the first renderings of Roberson Middle School that would follow on the agenda.

### **IV. Chief Financial Officer** (To accommodate a guest presenter, this item was moved up on the agenda)

#### **A. Report on Delinquent Property Taxes**

Yolanda Humphrey of Perdue, Brandon, Fielder, Collins & Mott, LLP presented a report on the collection of delinquent taxes for the District.

### **V. Presentations**

#### **A. Roberson Middle School Replacement Design**

Brendon Hoffman and Kerri Ranney of Huckabee Architects, presented a review of the design of the Roberson Middle School replacement school. The presentation included the interior and exterior perspectives as well as floor plans. The principal and teachers from the school shared their thoughts on the new school building, their participation in the design process and their expectations for the use of the new space.

#### **B. Literacy Applied – Spring Independent School District's Literacy Plan**

Chief Lauren Topek presented an update on the District's Literacy Plan. The presentation included middle of the year Star 360 reading results and middle of the year MAP growth reading results.

Vice President Gonzales recessed the meeting for a short break at 8:02 PM.

Vice President Gonzales reconvened the meeting at 8:15 PM.

#### **C. EVERY day counts. Attendance Matters – Spring Independent School District's Attendance Initiative**

Chief Lupita Hinojosa presented an update on the District's attendance rate and enrollment. The presentation highlighted the District's teacher attendance incentive, bus driver attendance incentive, schools leading the District in attendance and last year versus current year homeless rates.

### **VI. Chief of Police**

#### **A. Memorandum of Understanding with Harris County District Attorney's Office**

Chief Victor Mitchell presented a Memorandum of Understanding (MOU) between Spring Independent School District and the Harris County District Attorney's Office. The MOU allows the two entities to work together more efficiently and effectively regarding evidence that must be provided to the District Attorney's Office by the Spring Independent School District Police Department.

#### **B. Memorandum of Understanding with Harris County Sheriff's Office**

Chief Victor Mitchell presented a Memorandum of Understanding (MOU) between Spring Independent School District and the Harris County Sheriff's Office. The MOU allows the Spring Independent School District Police Department to access the AFIS system maintained by the Sheriff's Office. This system allows the Spring ISD Police Department to run automated fingerprint searches and participate in a shared database of information for the identification of criminal suspects.

### **VII. Chief of Staff**

#### **A. First Reading of Proposed Revisions to Board Policy DEC(LOCAL)**

Chief Julie Hill presented proposed revisions to Board Policy DEC(LOCAL).

- B. First Reading of Proposed Revisions to Board Policy DFBB(LOCAL)  
Chief Julie Hill presented proposed revisions to Board Policy DFBB(LOCAL).
- C. Second Reading of TASB Local Update 109 - Proposed Revisions Affecting the Following Board Policies  
Chief Julie Hill presented the second reading of Local Policies revised in TASB Update 109.
1. BBE(LOCAL)
  2. CDA(LOCAL)
  3. CKC(LOCAL)
  4. CNA(LOCAL)
  5. CO(LOCAL)
  6. DF(LOCAL)
  7. DH(LOCAL)
  8. EHBAF(LOCAL)
  9. EJ(LOCAL)
  10. FEA(LOCAL)
  11. FFAA(LOCAL)
  12. FFF(LOCAL)
  13. FFI(LOCAL)
  14. GBAA(LOCAL)
  15. GKA(LOCAL)
  16. GKC(LOCAL)
  17. GKE(LOCAL)

**VIII. Chief Financial Officer**

- A. 2017-2018 Second Budget Review  
Chief Ann Westbrooks presented the Second Budget Review of 2017-2018. In accordance with Board Policy CD(LOCAL), the review reflected amendments to the Board's previously adopted budget.
- B. Financial Update – Actual Expenditures – December 2017  
Chief Ann Westbrooks presented a Financial Update – Actual Expenditures – December 2017. The update provided a year-to-date report of actual revenues and expenditures.
- C. Annual Report on Purchasing Cooperative Fees for 2016-2017 Fiscal Year  
Chief Ann Westbrooks presented the Board with a report on purchasing cooperative fees. As required by Texas Education Code 44.0331, the Board of Trustees received an annual written report on fees associated with the use of purchasing cooperatives.
- E. Taxpayer Refunds  
Chief Ann Westbrooks presented information regarding Taxpayer Refunds. The Board was presented with a report consisting of refunds exceeding \$500.
- F. Report of Agreement Renewals Exceeding \$50,000  
Chief Ann Westbrooks presented information regarding the Report of Agreement Renewals Exceeding \$50,000. There were no agreement renewals to report.



**G. Report of Purchasing Cooperative Purchases Exceeding \$50,000**

Chief Ann Westbrook presented information regarding the Report of Purchasing Cooperative Purchases Exceeding \$50,000. The Board was presented 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
12/19/17	Ricoh USA Inc.	Campus Workroom Lease Agreement – District Wide	\$131,753

**IX. Chief of School Leadership and Student Support Services**

**A. Memorandum of Understanding between EMERGE Fellowship and Spring Independent School District**

Chief Lupita Hinojosa presented information regarding a Memorandum of Understanding (MOU) between EMERGE Fellowship and Spring Independent School District for preparing high-potential students from underserved communities to attend and graduate from selective colleges and universities across the nation. Identified students in grades 10-12 will participate at a minimum in bi-weekly programming, standardized test preparation (SAT/ACT), relevant workshops and support for students and families, summer programming, college transition and support.

**X. Closed Session**

Vice President Gonzales recessed the open session at 9:10 PM for the purpose of entering into closed session pursuant to the following provision 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 on employees nominated for special recognition
  - 2. The Board will deliberate regarding the Superintendent's evaluation


**XI. Action on Closed Session Items**

Vice President Gonzales reconvened the open session at 10:24 PM.

**XII. Adjournment**

On a motion by Trustee Jensen, seconded by Trustee Durant, the Board unanimously adjourned the meeting at 10:24 PM.

  
Rhonda R. Newhouse, President

  
Donald Davis, Secretary