

**SCHOOL DISTRICT REGULAR BOARD MEETING  
BOARD OF TRUSTEES  
HUGHES SPRINGS INDEPENDENT SCHOOL DISTRICT**

December 13, 2021  
6:00 P.M.

**Van Hall, Presiding**

**Members Present**

Van Hall	Billy Willis
Robyn Shelton	Phillip Chapman
DeAnna Putman	Robert Johnson

**Members Absent**

Scott Nelson

**School Personnel Present**

**Sarah Dildine, Superintendent**

**Guests**

**(See attached list)**

**1. OPENING ACTIVITIES:**

**1.1 CALL** to Order/Declaration of Quorum by President Van Hall *{Gov't Code 551.001 (6), 311.013 (b)}*

**1.2 INVOCATION** given by DeAnna Putman; Pledge of Allegiance lead by Robert Johnson

**1.3 PUBLIC COMMENT**

*{HSISD Policy BED}*

Kelly Holden, parent of a high school student, read a statement of complaint regarding an event involving her child.

**3. PRESENTATIONS:**

**2.1 HEARING for Financial Integrity Rating (F.I.R.S.T.) Report**

*{HSISD Policy BAA, CFA, and Education Code 39.083}*

Business Manager Jalyn Setser summarized the report from Texas Education Agency (TEA) regarding the financial integrity and compliance of the Hughes Springs ISD. As for many years passed, the District received a 100 score/A=Superior Achievement.

**2.2 Majorette, Flag and Drum Major Handbook**

The sponsor for the majorettes and flag corps submitted the revised handbook for the Board to review, though the Board does not approve it because it is considered regulations. The members of the board reviewed the handbook and had no comments or questions about the revisions. The handbook is available for viewing at the high school.

**2.3 HSISD Sick Leave Bank Regulations**

Supt. Sarah Dildine presented recommended changes to the guidelines for application, membership and use of the district's sick leave bank. The major change involved lifetime limits to repeated use of the days available for catastrophic sick leave days available to employees who have expended their state and personal leave days. These regulations do not need Board approval; however, the Board agreed with the regulations as presented.

3. **CONSENT AGENDA ITEMS:**

{HSISD Policy BE}

3.1 Minutes of Meeting on November 8, 2021

{HSISD Policy BE}

3.2 Budget Amendments (as needed) *There were two*

{HSISD Policy BE}

On motion by Robyn Shelton, seconded by Robert Johnson, it was moved to approve the consent agenda as presented. One budget amendment was for new playground equipment and the other was for dyslexia testing supplies. Motion carried on a 6 to 0 vote.

President Van Hall moved to Section 5: Agenda Item 1:

5.1 **CONSIDERATION to Approve Establishing a Checking Account at Texas Heritage Bank**

{HSISD Policy BDAE; Tex Ed Code, Chapter 45, Sub G}

Business Manager Jalyn Setser and Supt. Sarah Dildine explained the reasoning behind creating a checking account at Texas Heritage Bank. Since the Board had previously approved using Texas Heritage Bank for Certificates of Deposit, the plan is to move each CD from First National Bank at maturity and deposit the money into the checking account at THB. Over the next twelve months, the monies will be invested into CD's so that a CD will renew once every month. This will allow available resources each month in the event an unexpected expense arises and the district will avoid penalties for cashing in CD's prematurely.

On motion by Phillip Chapman, seconded by DeAnna Putman, the motion carried on a 4 to 0 vote. Robert Johnson and Robyn Shelton abstained from the vote due to conflict of interest.

President Hall returned to the Agenda as posted

4. **INFORMATION ITEMS**

{HSISD Policy BE and BJA}}

4.1-4.7 **Business Manager's Report**

Business Manager Setser briefed the Board on the following information as of August 31, 2021, because the audit report is not ready yet:

**1. Financial Summary**

- a. General Funds
  - i. Revenue - \$3,314,879 (Estimated Revenue - \$13,680,000)
  - ii. Expenditures - \$3,084,381 (Budget - \$13,610,000)
- b. Food Service
  - i. Revenue - \$185,486 (Estimated Revenue - \$514,000)
  - ii. Expenditures - \$147,053 (Budget - \$512,000)

**2. Monthly TEA Foundation Payments**

- a. Nov 2021 payment - \$918,684
- b. Dec 2021 payment - \$922,261

**3. Tax Collections**

- a. Cass County - \$524,553 (Levy – \$2,190,000)
- b. Morris County - \$5,657 (Levy – \$425,000)

**4. Investment Accounts**

- a. Certificates of Deposit (FNB) - \$2,706,000
- b. Lone Star Investment Pool - \$493,000

**5. Cash Position**

- a. Bank Accounts - \$5,916,000
- b. Investments - \$3,253,000
- c. Total - \$9,169,000

**6. Fund Balance as of August 31, 2020 (to be updated after annual audit)**

- a. Unassigned - \$4,169,576
- b. Non-spendable for Inventory - \$56,800
- c. Committed for Construction - \$2,500,000
- d. Committed for Capital Expenditures for Equipment - \$850,000
- e. Committed for Self Insurance - \$17,763
- f. Other Committed - \$1,167,000
- g. Total - \$8,761,139

**4.8-4.18 Superintendent's Report**

Superintendent Sarah Dildine informed the Board that enrollment is currently 1126. The District's Christmas reception will be Thursday in the Culinary Arts Building from 10:30 until 1:30, Scott Hanes Retirement Reception at 3:40 p.m. at Elementary, also on Thursday, The District and Campus Improvement Plans will be voted on Wednesday by the Site-based Committee for board approval at the January 2022 meeting, the Comprehensive School Counseling Plan will be on the January board agenda, as will the auditor's report. The TEA final report on the special education audit will be available in January for the February board meeting.

**5. AGENDA ITEMS:***{HSISD Policy BE}***5.2 CONSIDERATION to Approve HSISD Policy EHB (Local)**

On motion by Billy Willis, seconded by Phillip Chapman, it was moved to approve adding Local Policy EHB providing administrative procedures to allow training opportunities for dyslexia teachers. Motion carried on a 6 to 0 vote. HSISD Policies are available for viewing on the Hughes Springs webpage at [www.hsisd.net](http://www.hsisd.net).

**5.3 CONSIDERATION to Approve HSISD Policy EHBAA (Local)**

On motion by Billy Willis, seconded by Robert Johnson it was moved to approve adding Local Policy EHBAA providing administrative procedures to allow protocols for students to transition from early childhood intervention to early childhood special education services with individualized education plans. Motion carried on a 6 to 0 vote. HSISD Policies are available for viewing on the Hughes Springs webpage at [www.hsisd.net](http://www.hsisd.net).

**5.4 CONSIDERATION to Approve Out-of-State Travel for Athletic Coach**

HSISD Policy requires that all employee travel outside of the state must be approved by the Board. Baseball coach Alec Bryant has an opportunity for transportation to Chicago, Illinois, to the National Baseball Coaches Convention and has paid his own registration. The total cost to the District will be less than him attending the state convention. On motion by Robert Johnson, seconded by DeAnna Putman, it was moved to approve the out-of-state trip for Coach Bryant in January 2022. Motion carried on a 6 to 0 vote.

**5.5 CONSIDERATION to Approve Quotes for Cafeteria Tables**

On motion by DeAnna Putman, seconded by Phillip Chapman, it was moved to approve the quote from Bio Fit Engineered Products for 30 tables to replace current tables in school cafeteria. The Bio Fit quote is not the lowest; however, Elizabeth Martinez, Food Service Director, recommends these tables because they are better quality than those in the other quotes and the delivery time is sooner. These tables also have a heavier weight limit per seat. The amount of the quote is \$67,403.50. Motion carried on a 6 to 0 vote.

6. **CLOSED SESSION**, as authorized by Texas Government Code Chapter 551.001 through 551.146, shall be declared by the Board of Trustees when necessary, during the course of the meeting at the time, date and place of this notice. The Board may close this meeting to consult with its attorney on any item posted on this agenda in order to receive legal advice or to maintain the attorney-client privilege. The Board may also close the meeting to consult with its attorney on any other matter when the attorney’s professional and ethical duty to the Board requires a confidential communication.

The Board entered Closed Session at 6:36 p.m. and reconvened at 7:20 p.m.

**4.1 PERSONNEL (Action)**

Consider Employment, Resignations, Reassignments, Transfers, Substitute Teacher List, Extended Leaves, Additional Positions, and Other Personnel Matters

7. **RECONVENE**  
**Open meeting to vote on matters considered in executive/closed session in accordance with the Texas Open Meetings Act, Texas Government Code, Chapter 551, to take action necessary regarding any items listed above.**

**7.1 PERSONNEL (Action taken in Open Meeting)**

No action taken in reconvened Open Meeting.

**8. CLOSING ACTIVITIES**

**8.1 Questions asked of and by Board Members**

*{HSISD Policy BE}*

President Van Hall read thank-you cards from the family of Vicki Mathis, an elementary aide for many years and from Stacy and Tory Lyles for donations to the Superintendent’s Scholarship Fund. Both of the Lyles lost their fathers recently. They are employees at junior

high and high school respectively. The trustees were given information regarding their continuing education requirements until the end of April 2022.

**8.2 Adjournment**

On motion by Billy Willis, seconded by Robert Johnson, it was moved to adjourn the meeting. Motion passed 6 to 0.

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Van Hall, President

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Robyn Shelton, Secretary

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Regular Meeting  
December 13, 2021  
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