

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

June 12, 2023  
6:00 P.M.

**Van Hall, Presiding**

**Members Present**

Van Hall	DeAnna Putman
Robert Johnson	Matt Golden
Phillip Chapman	Scott Nelson

**Members Absent**

Billy Willis

**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 Phillip Chapman; Pledge of Allegiance lead by Robert Johnson
- 1.3 **PUBLIC COMMENT** *{HSISD Policy BED}*  
There was no public comment.

**2. ADMINISTRATION OF OATH OF OFFICE TO NEWLY ELETED TRUSTEES**

- 2.1 Notary Public Nita Clark swore in the trustees for the coming year. Robert Johnson and Phillip Chapman, incumbents in Places 1 and 2 respectively, were present, declared the Statement of Elected Officer and pledged the Oath of Office. Billy Willis, incumbent trustee for Place 3 was absent and will be sworn in at the next meeting.

**3. ELECTION OF OFFICE OF THE BOARD OF TRUSTEES FOR NEXT YEAR**

- 3.1 DeAnna Putman made a motion for Van Hall to retain the office of president. Motion was seconded by Phillip Chapman. Motion carried on a 6 to 0 vote.
- 3.2 Scott Nelson made a motion for Billy Willis and Phillip Chapman to retain the offices of vice-president and secretary, respectively, and DeAnna Putman seconded the motion. The motion carried on a 6 to 0 vote.

**4.2 CONSENT AGENDA ITEMS:**

*{HSISD Policy BE}*

- 4.1 Minutes of meeting on April 10, 2024
- 4.2 Budget Amendments (as needed)

The budget amendments presented were to move funds:

- a. into the cafeteria accounts in the amount of \$14,343.62 received from Supply Chain Assistance Grant,

- b. to pay for the cleaning of Marty, the Mustang mascot costume and to purchase a second costume, a Lady Mustang mascot, in the amount of \$8,068.78. This amount also includes new flags and “run-through” banner.
- c. for the purchase of a new bus in the amount of \$130,775.

On motion by Robert Johnson, seconded by Matt Golden, it was moved to approve the Consent Agenda Items as presented. Motion carried on a 6 to 0 vote.

**5. AGENDA ITEMS:**

*{HSISD Policy BE; BEC; BED};*

**5.1 CONSIDERATION to Adopt Educational Specifications for a Field House and Athletic Performance Center (Weight Room)**

*{HSISD Policy CS, 19 TAC 61.1040(d)(2)}*

The Superintendent and other district personnel met with parents of students, particularly athletes and with community members for input on the needs for the athletic projects. On motion by Robert Johnson, seconded by Scott Nelson, it was moved to approve the recommended Educational Specifications for a field house and athletic performance center (weight room). Motion carried on a 6 to 0 vote. Information on all approved field house and weight room projects will be available at the administration building.

**5.2 CONSIDERATION to Solicit Request for Qualifications from Architects for the Field House and Athletic Performance Center (Weight Room) Projects.**

*{HSISD Policy CS, 19 TAC 61.1040}*

On motion by Scott Nelson, seconded by Phillip Chapman, it was moved to approve the solicitation of RFQ from architects for a field house and athletic performance center (weight room). Motion carried on a 6 to 0 vote. Information on all approved field house and weight room projects will be available at the administration building.

**5.3 CONSIDERATION to Approve Criteria for Selection of an Architect**

*{HSISD Policy CS, 19 TAC 61.1040}*

On motion by Robert Johnson, seconded by Matt Golden, it was moved to approve the criteria for the selection of an architect. Motion carried on a 6 to 0 vote. This information is available at the administration building.

**5.4 CONSIDERATION to Approve Delegation of Authority to the Superintendent**

*{HSISD Policy CV; Gov't Code 2269.053(a)}*

On motion by DeAnna Putman, seconded by Robert Johnson, it was moved to approve delegation of authority to the superintendent to advertise and solicit responses to the RFQ, to open and rank, along with the maintenance director and business manager, the RFQs using the selection criteria and relative weights adopted by the board, and then present the rankings to the board for review and selection. Motion carried on a 6 to 0 vote

**5.5 CONSIDERATION to Adopt Construction Manager at Risk as the Method of Delivery for the Field House and Athletic Performance Center (Weight Room) Projects**

*{HSISD Policy CVD; Gov't Code 2269.253(a)-(e)}*

On motion by Phillip Chapman, seconded by DeAnna Putman, it was moved to adopt the resolution to choose the Construction Manager At-Risk method to use for the construction of the field house and weight room projects planned for the District. Motion carried on a 6 to 0 vote. The resolution is a part of these minutes.

- 5.6 CONSIDERATION to Adopt Selection Criteria and Relative Weights for the Construction Manager at Risk for the Field House and Athletic Performance Center (Weight Room) Projects** *{HSISD Policy CVD; Gov't Code 2269.253(a)-(e)}*

On motion by Scott Nelson, seconded by Robert Johnson, it was moved to approve the Selection Criteria and Relative Weights for the Construction Manager at Risk for the Field House and Athletic Performance Center (Weight Room) Projects. Motion carried on a 6 to 0 vote. This information is available at the administration building.

- 5.7 CONSIDERATION to Adopt a Prevailing Wage Rate Schedule for the Field House and Athletic Performance Center (Weight Room) Projects** *{HSISD Policy CV Series}*

On motion by Robert Johnson, seconded by Matt Golden, it was moved to approve the federal minimum scale as the prevailing wage rate schedule for the field house and athletic performance center. This information is available at the administration building. Motion carried on a 6 to 0 vote

- 5.8 CONSIDERATION to Adopt a Building Code for the Field House and Athletic Performance Center (Weight Room) Projects** *{HSISD Policy CV Series CVA-CVF}*

On motion by Robert Johnson, seconded by Scott Nelson, it was moved to approve the building code used by the City of Hughes Springs, Ordinance 082118. This information is available at the administration building. Motion carried on a 6 to 0 vote

- 5.9 CONSIDERATION to Approve Salary Raises for Teachers** *{HSISD Policy DEA}*

On motion by Robert Johnson, seconded by Matt Golden, it was moved to approve the salary raises for teachers, in the amount of \$1750. Motion carried on a 6 to 0 vote.

- 5.10 CONSIDERATION to Approve New 2023-2024 Teacher Pay Scale** *{HSISD Policy DEA}*

On motion by Robert Johnson, seconded by Phillip Chapman, it was moved to approve the teacher pay scale for the 2023-2024 school year. Motion carried on a 6 to 0 vote.

- 5.11 CONSIDERATION to Approve Salary Raises for Clerical/Paraprofessional Personnel** *{HSISD Policy DEA}*

On motion by Phillip Chapman, seconded by Robert Johnson, it was moved to approve the salary raises for clerical and paraprofessional personnel by four percent of the midpoint wage of the pay scale. Scott Nelson was out of the board room briefly. Motion carried on a 5 to 0 vote.

- 5.12 CONSIDERATION to Approve Salary Raises for Auxiliary Personnel** *{HSISD Policy DEA}*

On motion by Robert Johnson, seconded by Scott Nelson, it was moved to approve the salary raises for auxiliary personnel by four percent of the midpoint wage of the pay scale. Motion carried on a 6 to 0 vote.

**5.13 CONSIDERATION to Approve Salary Raises for Administrative Personnel** *{HSISD Policy DEA}*

On motion by Phillip Chapman, seconded by Robert Johnson, it was moved to approve the salary raises for administrative personnel as presented. Motion carried on a 6 to 0 vote.

**5.14 CONSIDERATION to Approve Bank Depository Extension with First National Bank in Hughes Springs** *{Tex Ed Code, Chapter 45, Sub G}*

On motion by Robert Johnson, seconded by Matt Golden, it was moved to approve the two-year depository extension with First National Bank in Hughes Springs. Motion carried on a 6 to 0 vote.

**5.15 CONSIDERATION to Approve Bank Depository Extension with Texas Heritage National Bank in Daingerfield** *{Tex Ed Code, Chapter 45, Sub G}*

On motion by Phillip Chapman, seconded by Scott Nelson, it was moved to approve the two-year depository extension with Texas Heritage National Bank in Daingerfield, where the District’s Certificates of Deposit are. Motion carried on a 5 to 0 vote. Robert Johnson abstained from the vote.

**5.16 CONSIDERATION to Approve TASB Policy Update 121 (Local Policies)** *{HSISD Policy BF, BP; Education Code 11.201 (d)}*

On motion by DeAnna Putman, seconded by Robert Johnson, it was moved to approve the TASB Policy Update 121:

- CFB Accounting: Inventories
- CKE Safety Program/Risk Management: Security Personnel
- CKEA Security Personnel: Commissioned Peace Officer
- CLB Building, Grounds, Equipment Management: Maintenance
- CRF Insurance and Annuities Management: Unemployment
- CVA Facilities Construction: Competitive Bidding
- CVB Facilities Construction: Competitive Sealed Proposals
- DEA Compensation and Benefits: Compensation Plan
- FD Admissions
- FFI Student Welfare: Freedom from Bullying

Motion carried on a 6 to 0 vote. All HSISD Legal and Local Policies are available online.

**5.17 CONSIDERATION to Approve Purchase of a New School Bus** *HSISD Policy CH Series; Education Code 44.031}*

On motion by Robert Johnson, seconded by Scott Nelson, it was moved to approve the purchase of a 2023 78-passenger bus from Thomas Built Buses in the amount of \$129,975 for immediate delivery. Motion carried on a 6 to 0 vote.

**5.18 CONSIDERATION to Approve Increase in Meal Allowance for Students and Staff for School Events**

On motion by Scott Nelson, seconded by Phillip Chapman, it was moved to increase the allowance for students/staff day meals on school events by \$2.00 per meal to \$12.00. Overnight meals increased to \$40 per day. 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 6:56 p.m.**

- 6.1 **PERSONNEL:** {HSISD Policy DC}  
Consider Employment, Resignations, Reassignments, Transfers, Substitute Teacher List, Extended Leaves, Additional Positions, and Other Personnel Matters
1. CONSIDERATION to Approve Superintendent's Compensation
- 6.2 **CONSULTATION** with Attorney {when necessary} There was no consultation. Gov't Code §551.071

7. **RECONVENE:**  
Opened 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.

**The Board reconvened from Closed Session at 7:23 p.m.**

- 7.1 **PERSONNEL:** {HSISD Policy DC}  
Consider Employment, Resignations, Reassignments, Transfers, Substitute Teacher List, Extended Leaves, Additional Positions, and Other Personnel Matters
1. CONSIDERATION to Approve Superintendent's Compensation
- On motion by Phillip Chapman, seconded by Robert Johnson, it was moved to approve a 3/5 percent increase in the Superintendent's compensation as presented. Motion carried on a 6 to 0 vote.
- 7.2 **CONSULTATION** with Attorney *There was no consultation.* Gov't Code §551.071

8. **INFORMATION ITEMS** {HSISD Policy BE and BJA}

8.1 **Superintendent's Report**

Superintendent Sarah Dildine gave the Board the results of the campus surveys and updates on the job openings as of June 12, 2023. There are currently four positions left to fill - Fifth Grade Reading, High School Math and two coaching positions.

8.2 **Business Manager's Report**

Business Manager Jalyn Setser reviewed the report as of May 31, 2023, with the Board.

**1. Financial Summary**

- a. **General Funds**
- i. Revenue - \$10,349,800 (Estimated Revenue - \$13.53 million)
- ii. Expenditures - \$9,916,513 (Budget - \$13.52 million)

- b. Food Service
  - i. Revenue - \$560,185 (Estimated Revenue - \$532k)
  - ii. Expenditures - \$516,639 (Budget - \$531k)

**2. Monthly TEA Foundation Payments**

- a. May 2023 Payment: \$905,730
- b. June 2023 Payment: \$907,090

**3. Tax Collections (2022 Tax Year)**

- a. Cass County - \$2,148,878 (2022 Levy - \$2.3 million)
- b. Morris County - \$455,472 (2022 Levy - \$435k)

**4. Investment Accounts**

- a. Certificates of Deposit (THNB) – \$3,792,000
- b. Checking (THNB) - \$0k
- c. Lone Star Investment Pool – \$67,000

**5. Cash Position**

- a. Bank Accounts - \$6,789,000
- b. Investments - \$3,859,000
- c. Total - \$10,648,000

**6. Fund Balance as of August 31, 2022 (AUDITED)**

- a. Unassigned - \$4,756,922
- b. Non-spendable for Inventory - \$44,276
- c. Other Restricted - \$0
- d. Committed for Construction - \$2,500,000
- e. Committed for Capital Expenditures for Equipment - \$850,000
- f. Committed for Self Insurance - \$25,171
- g. Other Committed - \$1,167,000
- h. Total - \$9,343,369

**9. CLOSING ACTIVITIES**

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

*{HSISD Policy BE}*

Board President Van Hall read a thank you note from Robin Powell for the donation to the Superintendent’s Scholarship Fund in memory of her aunt and also one from the children of former teacher and school board member Kay Wallace for the donation in her memory.

**9.2 Adjournment**

On motion by Scott Nelson, seconded by Robert Johnson, it was moved to adjourn the meeting. Motion passed 6 to 0. Meeting adjourned at 7:29 p.m.

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Van Hall, President

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Phillip Chapman, Secretary

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