

**Windham School District
Board of Trustees
*279th Meeting***



Minutes

December 12, 2013

Austin, Texas

WINDHAM SCHOOL DISTRICT BOARD OF TRUSTEES

**Crowne Plaza Hotel – Salons A-D
6121 North IH-35
Austin, Texas 78752**

**December 12, 2013
10:45 – 11:15 AM**

ORDER OF BUSINESS

Call to Order

Reconvene Windham School District (WSD) Board of Trustees (Board)

I. Regular Session

A. Recognition

B. Consideration of Approval of Consent Items (*page 1*)

1. Minutes of the October 10, 2013, WSD Board Meeting
2. Appraiser(s) for the 2013-2014 School Year
3. Excused Absences

C. Report from the Chairman, WSD Board

D. Discussion, Consideration, and Possible Action Regarding Approval of Chairman's Appointment of Interim Superintendent

E. Discussion, Consideration, and Possible Action Regarding Approval of Contract for Interim Superintendent

F. Discussion, Consideration, and Possible Action Regarding Investment Representatives (*pages 2-6*)

1. Resolution Amending Authorized Representatives for the Texas Local Government Investment Pool (TexPool/TexPool Prime)
2. Resolution Changing Authorized Representatives for the Local Government Investment Cooperative (LOGIC)

G. Discussion, Consideration, and Possible Action Regarding a Purchase Over \$500,000 (*page 7*)

H. Discussion, Consideration, and Possible Action Regarding Annual Review of WSD Board Policy WBP-07.26 (rev. 3), "Employee Grievance Procedures" (*pages 8-28*)

Adjourn WSD Board

The WSD Board may discuss and/or take action on any of the items posted on this meeting agenda. The WSD Board may also convene into Executive Session on any of these matters when attorney-client privilege is warranted.

**MINUTES OF THE WINDHAM SCHOOL DISTRICT
BOARD OF TRUSTEES**

Meeting No. 279

The Windham School District Board of Trustees met in session on Thursday, December 12, 2013, at the Crowne Plaza Hotel in Austin, Texas.

BOARD MEMBERS PRESENT:

Oliver Bell, Chairman
Tom Mechler, Vice Chairman
Leopoldo (Leo) Vasquez, III, Secretary
Eric Gambrell
Judge Larry Gist
Janice Harris Lord
Terrell McCombs
Carmen Villanueva-Hiles
Thomas P. Wingate

WINDHAM STAFF MEMBERS PRESENT:

Dr. Clint Carpenter, Interim Superintendent
Kevin Ainsworth
Veronica Casanova
Latreace Craig
Linda Goerdel
Sandra Haak
Michael Mondville
Karin Ruppelius
Mike Vickers

RECONVENED

Oliver Bell, Chairman, reconvened the meeting of the 279th Windham School District (WSD) Board of Trustees (Board) to order on Thursday, December 12, 2013, at 11:05 a.m. in accordance with Chapter 551 of the Texas Government Code, the *Open Meetings Act*. A quorum was present and the meeting was declared open. During the regular session, the Board conducted business from the agenda posted in the Texas Register.

The Chairman reported the WSD Board was committed to providing the opportunity for public presentations on posted agenda topics as provided in Board Rule 300.1. As no speaker registration cards were received by the board staff, no public presentations would be heard on posted agenda topics.

RECOGNITIONS

Chairman Bell recognized John Newton from the Legislative Budget Board, Jared Staples from the Governor's Office and Judge Dale Spurgin from Jones County.

Chairman Bell introduced Dr. Clint Carpenter, WSD Interim Superintendent. Dr. Carpenter earned his doctorate from Texas Tech University in 2000. Some of the highlights of his career include being a superintendent for 10 years, serving as an assistant professor in education and finance at West Texas A&M, serving as a state superintendent of the Texas Youth Commission, and most recently, serving as assistant professor and coordinator of the superintendent's certification program at Texas Tech University. He brings the skills, knowledge and experience necessary for a position as challenging and important as the WSD superintendent's position.

Dr. Carpenter addressed the board and stated that during his short tenure with WSD, he has been excited to find the staff to be very dedicated, and he is pleased with the professionalism of the Windham leadership. He has also been impressed with the partnership WSD has with the Texas Department of Criminal Justice and the relationship that has been built to provide education to offenders within the system. He looks forward to learning more about the organization and becoming a positive influence toward continued improvement.

Chairman Bell recognized Veronica Casanova, WSD Division Director of Instruction, and Michael Mondville, WSD General Counsel, for service to WSD. Their accomplishments throughout their careers with WSD are appreciated, but he particularly wanted to acknowledge their contributions during the past year. Both of these individuals served as interim superintendents at different times during the past year and have now returned to their previous roles.

Ms. Casanova served the majority of the last school year and did an exceptional job during the legislative session. He also thanked Mr. Mondville for his service as interim superintendent while a final superintendent selection was made.

CONSIDERATION OF APPROVAL OF CONSENT ITEMS

Mr. Bell called the Board's attention to the Consent Items on the agenda, which consisted of the minutes of the October 10, 2013, meeting; appraisers for the 2013-14 school year; personal property donations, and an excused absence for Leo Vasquez from the October meeting, due to personal business.

There being no comments, objections or amendments to the Consent Items, the Consent Items were approved as submitted.

REPORT FROM THE CHAIRMAN, WSD BOARD

First Quarter of the 2014 Chairman's Fitness Challenge

The first quarter of the Fiscal Year (FY) 2014 Chairman's Fitness Challenge was a great success. The Chairman publicly commended the employees of the district and the agency for their support and participation in this fitness endeavor. The district's overall accumulated points went from a million in FY 2013 first quarter to an impressive 1.79 million in the first quarter of FY 2014.

**DISCUSSION, CONSIDERATION, AND POSSIBLE ACTION REGARDING
APPROVAL OF CHAIRMAN’S APPOINTMENT OF INTERIM SUPERINTENDENT**

Chairman Bell stated he had appointed Dr. Clint Carpenter as interim superintendent of the WSD in early November. The chairman asked for a motion to approve the appointment of Dr. Carpenter.

Tom Mechler moved that the Windham School District Board of Trustees approve the selection of Clint Carpenter as the interim superintendent.

Carmen Hiles seconded the motion, which prevailed unanimously when called to a vote.

**DISCUSSION, CONSIDERATION, AND POSSIBLE ACTION REGARDING
APPROVAL OF CONTRACT FOR INTERIM SUPERINTENDENT**

The chairman stated Dr. Clint Carpenter has been appointed as the interim superintendent. He asked for a motion to approve Dr. Carpenter’s contract as Interim Superintendent.

Ms. Hiles moved that the Windham School District Board of Trustees approve the contract for interim superintendent of WSD.

Terrell McCombs seconded the motion, which prevailed unanimously when called to a vote.

**DISCUSSION, CONSIDERATION, AND POSSIBLE ACTION REGARDING
INVESTMENT REPRESENTATIVES**

1. Resolution Amending Authorized Representatives for the Texas Local Government Investment Pool (TexPool/TexPool Prime)

Michael Mondville stated the resolution to amend authorized representatives for the Texas Local Government Investment Pool (TexPool/TexPool Prime) was submitted for Board approval as presented.

Janice Lord moved that the Windham School District Board of Trustees approve the resolution amending the authorized representatives for the Texas Local Government Investment Pool (TexPool/TexPool Prime) as presented.

Judge Larry Gist seconded the motion, which prevailed unanimously when called to a vote.

2. Resolution Changing the Authorized Representatives for the Local Government Investment Cooperative (LOGIC)

Mr. Mondville stated the resolution to amend the authorized representative for the Local Government Investment Cooperative (LOGIC) was submitted for Board approval as presented.

Mr. Mechler moved that the Windham School District Board of Trustees approve the resolution changing the authorized representatives for the Local Government Investment Cooperative (LOGIC) as presented.

Ms. Hiles seconded the motion, which prevailed unanimously when called to a vote.

**DISCUSSION, CONSIDERATION, AND POSSIBLE ACTION REGARDING A
PURCHASE OVER \$500,000**

Linda Goerdel, WSD Chief Financial Officer, stated that in accordance with WSD Board Policy WBP-02.00, district purchases and contracts over \$500,000 require board approval. During budget briefings in August, she informed the board that WSD had one additional purchase to complete the hardware upgrade of the Computer Assisted Instruction (CAI) labs. This purchase of \$583,420 will equip 75 CAI labs with thin client technology. On an average, each lab contains 21 student stations.

Ms. Hiles asked how many thin clients would be purchased for the CAI labs and whether additional funds would be needed for the upgrades.

Ms. Goerdel replied approximately 1,550 thin clients would be purchased, bringing all CAI labs up-to-date.

Ms. Hiles moved that the WSD Board of Trustees approve the purchase over \$500,000 as presented.

Leo Vasquez seconded the motion, which prevailed unanimously when called to a vote.

**DISCUSSION, CONSIDERATION, AND POSSIBLE ACTION REGARDING ANNUAL
REVIEW OF WSD BOARD POLICY WBP-07.26 (rev. 3), "EMPLOYEE GRIEVANCE
PROCEDURES"**

Mr. Mondville stated some changes were made to WBP-07.26, "Employee Grievance Procedures" during the annual review process. He informed the board that he serves as the district's Grievance Coordinator. The policy was revised to state the Human Resources director would be in charge of any grievance against the grievance coordinator. Also, in accordance with the education code, WSD allows a grievant to record their hearing and their representative may participate in the hearing via teleconference or video conference. Mr. Mondville asked the board to approve the revisions to the policy as presented.

Mr. McCombs asked how often these policies are reviewed. Mr. Mondville replied this policy was reviewed annually.

Judge Gist moved that the WSD Board of Trustees approve WBP-07.26, "Employee Grievance Procedures" as presented.

Judge Tom Wingate seconded the motion, which prevailed unanimously when called to a vote.

Mr. Bell thanked everyone for attending the meeting and wished everyone a safe and happy Holiday. He stated the next meeting of the WSD Board would be Friday, February 21, 2014, at The Crowne Plaza Hotel in Austin.

ADJOURNMENT

There being no further business, the 279th meeting of the WSD Board of Trustees adjourned at 11:25 a.m.

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Chairman

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Secretary

*Signature on file

Note: Referenced attachments for draft minutes are available upon request. Following approval of the minutes, attachments will be maintained with the signed minutes in the Office of Record.