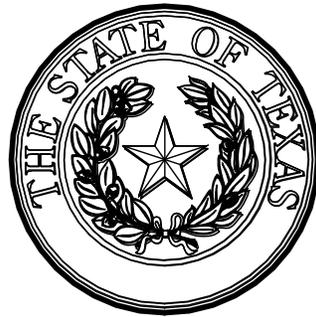


**Windham School District  
Board of Trustees  
*280th Meeting***



**Minutes**

**February 21, 2014**

**Austin, Texas**

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## WINDHAM SCHOOL DISTRICT BOARD OF TRUSTEES

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

February 21, 2014  
12:15 – 12:45 PM

### ORDER OF BUSINESS

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*Call to Order*

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

I. Regular Session

A. Recognitions

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

1. Minutes of the December 12, 2013, WSD Board Meeting
2. Appraisers for the 2013-2014 School Year
3. Excused Absences

C. Report from the Interim Superintendent

D. Report from the Chairman, WSD Board

E. Discussion, Consideration, and Possible Action Regarding Selection of the Superintendent of the WSD

F. Discussion, Consideration, and Possible Action Regarding Approval of the WSD Superintendent Contract

G. Discussion, Consideration, and Possible Action on the Resolution Regarding Texas Association of School Boards (TASB) – Sponsored Media Honor Roll (*page 2*)

H. Discussion, Consideration, and Possible Action Regarding WSD Board Policy 07.40, “Sexual Harassment” (*pages 3-12*)

I. Human Resources Division Update

*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. 280

The Windham School District Board of Trustees met in session on Friday, February 21, 2014, at the Crowne Plaza Hotel in Austin, Texas.

**BOARD MEMBERS PRESENT:**

Tom Mechler, Vice Chairman  
Eric Gambrell  
Janice Harris Lord  
Terrell McCombs  
Carmen Villanueva-Hiles  
Tom Wingate

**BOARD MEMBERS ABSENT:**

Oliver Bell, Chairman  
Leopoldo (Leo) Vasquez, III, Secretary  
Judge Larry Gist

**WINDHAM STAFF MEMBERS PRESENT:**

Dr. Clint Carpenter, Interim Superintendent  
Kevin Ainsworth  
Paul Brown  
Veronica Casanova  
Latreace Craig  
Bambi Kiser  
Michael Mondville  
Karin Ruppelius  
Sandra Nash  
Mike Vickers

**RECONVENED**

Tom Mechler, Vice Chairman, reconvened the meeting of the 280th Windham School District (WSD) Board of Trustees (Board) to order on Friday, February 21, 2014, at 12:26 p.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.

Mr. Mechler reported the WSD Board was committed to providing the opportunity for public presentations on posted agenda items 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**

Mr. Mechler recognized John Newton from the Legislative Budget Board and Tatiana Oria from Representative Toni Rose's office.

Mr. Mechler recognized Linda Goerdel, former WSD Chief Financial Officer, for her service to WSD. He read a resolution honoring her contributions to the WSD and correctional education. On behalf of the Board and the State of Texas, Mr. Mechler thanked her for her dedication and loyalty. He congratulated her on her retirement and wished her well in the future.

Dr. Clint Carpenter, WSD Interim Superintendent said that in his short time with WSD, he has found Ms. Goerdel to be a valuable asset to the organization and that she is leaving WSD in great shape with staff she has trained. He thanked her for her years of service to WSD.

Ms. Goerdel thanked the Board and the staff of the WSD for their support over the years.

Terrell McCombs stated that he has worked with Ms. Goerdel and said she has done a wonderful job. She has worked very hard, has been very passionate about her work, and has been a credit to the state of Texas. He thanked her for everything she has done for the Windham School District and the agency.

Carmen Hiles stated that it had been a pleasure working with Ms. Goerdel and wished her the best of luck in the future.

### **CONSIDERATION OF APPROVAL OF CONSENT ITEMS**

Mr. Mechler called the Board's attention to the Consent Items on the agenda, which consisted of the minutes of the December 12, 2013, meeting; appraisers for the 2013-14 school year, and excused absences.

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

### **REPORT FROM THE INTERIM SUPERINTENDENT**

#### **1. Windham Partnership to Provide High School Diplomas**

Dr. Carpenter stated the mission of WSD programs is to provide academic and vocational skills to students at highest risk of not being successful upon their release from secure facilities. As the number of students increased since the establishment of Windham, criteria has been developed to select students, maximizing the benefits of Windham education to the most offenders within TDCJ. These students have been identified as those younger offenders (under 35) who have limited employable vocational skills, and low reading and math skills below functional literacy levels.

Since the 1980s, WSD has not offered Texas high school diplomas so that more offenders might achieve graduate equivalence diplomas by focusing on reading and math skills, rather than supporting the full academic programs and electives required to achieve high school diplomas. By Windham teachers focusing on skills to meet basic employment and engage in the community effectively, the majority of students released from TDCJ have been served by Windham educational programs. Certified teachers skilled in the instruction of highly at-risk, often disabled students have continued to provide outstanding results for the Windham program by raising

reading and math skills to literate levels. However, a group of students that had completed a significant portion of a high school diploma prior to incarceration were not able to finish some advanced coursework within Windham. These students have been awarded GED diplomas after passing the required examinations. After visiting with Windham staff, Windham Board members and reviewing legislative directives, it became clear that Windham should attempt to develop a program which might support those students who are near completion of a high school diploma.

Windham staff and TDCJ regional and executive staff met several times to identify both methods and unit populations and to determine a suitable location to support a high school program. Despite the merits of such a program, staff felt strongly that the Windham mission to support as many high needs individuals as possible should not be impacted by the development of a high school program, which would require a number of certified Windham teaching staff to be dedicated to a comparatively small number of students. After meeting with the Texas Virtual School network, community college programs, and various software vendors, as well as Texas public school administrators, it became obvious that a partnership with a school district was the best option for our students. It was determined that the San Saba facility, which was absent an educational program, had adequate facilities and a nearby partner willing to work with Windham and TDCJ to provide additional services.

After meeting with the administration of Mullin Independent School District (ISD), approximately 24 miles North of San Saba, the San Saba ISD school board, TDCJ administration and Windham administrators started working on developing an educational plan for potential students within TDCJ offender populations that would be near completion of a high school diploma. With Windham providing available desks, transferring existing computer equipment and the purchase of high school software and the Mullin ISD providing the teaching staff needed for students who were eligible for enrollment in the courses under Mullin ISD according to TEA guidelines, an educational program was opened at San Saba on February 18 with approximately 40 students enrolled.

WSD anticipates continued enrollment of selected students who will be identified at intake and for the program to reach approximately 70-80 students by September of 2014. Initial reports this week from both the TDCJ staff and the Mullin ISD administration have been very positive, with students engaged in coursework specific to graduation plans. Students will gain course credit in subject areas needed for the Texas high school diploma. Those credits will be transferred to Windham School District educational records, and subsequent awarding of a diploma will occur when all coursework and required State assessments are passed. Based on the student's academic record of those in the program at this time, Mullin ISD anticipates course completions for some students over the next four months, and WSD expects to confer the first WSD diplomas in more than 30 years by September 2014. Dr. Carpenter thanked TDCJ, WSD and Mullin ISD for the exceptional support they gave to make this program a reality.

Dr. Carpenter stated that he would update the board periodically on the high school diploma program.

## **2. Windham to Support the Private/Contracted Facilities in CHANGES II Curriculum.**

Dr. Carpenter said it was mentioned in discussions with TDCJ staff, Windham Board members and Windham administration, the contracted private prison programs did not have access to some

of the programming developed by Windham TDCJ treatment staff. This programming has shown to be a positive influence in changing the lives of offenders prior to release. Changing Habits and Achieving New Goals to Empower Success (CHANGES II) program offered by Windham and TDCJ was developed cooperatively with significant input from psychologists and social workers. The program teaches students to view choices and subsequent actions in context with outcomes and consequences. This program develops empathetic ability, collaborative skills, workplace behaviors, and cognitive choice skills within the participant. The program has shown to significantly alter criminogenic thinking and improve an offender's chance of successfully integrating back into the community. The majority of offenders receive this valuable program training prior to release from most TDCJ secure facilities. This program has traditionally only been offered by TDCJ and Windham trained staff.

Windham School has arranged for private contracted programs to participate, free of charge, in this training and be able to offer the program at their facilities. In the training program scheduled for March 2014, 18 staff members from private facilities will go through CHANGES II teacher training alongside Windham and TDCJ teachers and trainers. WSD is excited to be able to share the success of this program with more instructors and are very pleased with their willingness to learn with Windham/TDCJ and implement a program that will benefit the State by supporting the transition of offenders back into their home communities with skills to engage positively in society.

### **REPORT FROM THE CHAIRMAN, WSD BOARD**

Due to the absence of the chairman, a report was not given.

### **DISCUSSION, CONSIDERATION, AND POSSIBLE ACTION REGARDING SELECTION OF THE SUPERINTENDENT OF THE WSD**

Mr. Mechler stated that on May 20th the Board of Trustees posted the position of superintendent of the WSD. On June 19 and 20, the Education Committee conducted the first set of interviews. On Monday, July 15, Chairman Bell met with the top three candidates. During the August 23rd meeting, the Board of Trustees selected Dr. Clint Carpenter as the finalist for superintendent. Statute requires posting the name of the finalist for a 21-day period, and the Board is now in a position to vote on Dr. Carpenter as the Windham Superintendent.

*Carmen Hiles moved that the Windham School District Board of Trustees approve the selection of Dr. Clint Carpenter as the superintendent of the WSD.*

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

### **DISCUSSION, CONSIDERATION, AND POSSIBLE ACTION REGARDING APPROVAL OF THE WSD SUPERINTENDENT CONTRACT**

Mr. Mechler stated the superintendent has been selected and he asked for a motion to approve Dr. Carpenter's contract as superintendent.

*Janice Lord moved that the WSD Board of Trustees approve a contract for the superintendent of WSD effective this date and ending August 31, 2015, to include an annual salary of \$115,000.*

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

**DISCUSSION, CONSIDERATION, AND POSSIBLE ACTION ON THE RESOLUTION  
REGARDING TEXAS ASSOCIATION OF SCHOOL BOARDS (TASB) – SPONSORED  
MEDIA HONOR ROLL**

Dr. Carpenter informed the Board that Excellence in Teaching in the Texas prison system was spotlighted in November 2013, thanks to reporter JT Street of Fox 29 in San Antonio. Mr. Street is the creator of “Street’s Corner,” a special feature focusing on unique, inspiring happenings and the people that make them possible.

Mr. Street visited WSD’s *Lane Murray Excellence in Teaching* winner Joe Pine at the Dominguez State Jail with his Computer Maintenance Technician class. Mr. Pine is Windham’s outstanding correctional educator for 2012-2013. He was also named Teacher of the Year by the Correctional Education Association for Region V, which encompasses five states.

By interviewing this outstanding teacher and filming his students in their school environment, Mr. Street portrayed a challenging, high-energy class -- engaged in learning, despite the obstacles of incarceration. He gave the public a rare look at a typical Windham program, and he stressed the value of education and great teachers.

Mr. Street managed to communicate the dedication, expertise, and professionalism that make Windham teachers great educators and role models, and he showed the powerful partnership between TDCJ and WSD -- all in a smoothly-edited report lasting one minute and 33 seconds. Though the class is repairing computers, Mr. Street shows how education in Texas prisons is helping repair lives.

WSD appreciates Mr. Street taking the time to visit the school and get the story right, sharing WSD’s success story with the public. This broadcast can still be seen on YouTube under “Street’s Corner: Teacher of the Year”. WSD nominates JT Street for the TASB – Sponsored Media Honor Roll.

*Eric Gambrell moved that the Windham School District Board of Trustees approve the resolution regarding the Texas Association of School Boards (TASB) - sponsored Media Honor Roll.*

*Thomas Wingate seconded the motion, which prevailed unanimously when called to a vote.*

**DISCUSSION, CONSIDERATION, AND POSSIBLE ACTION REGARDING WSD  
BOARD POLICY 07.40, "SEXUAL HARASSMENT"**

Michael Mondville, WSD General Counsel, informed the board that WBP-07.40, "Sexual Harassment" has been revised. Policy definitions were made and a notice was added to alert the reader that there is a separate policy regarding Employee Offender Sexual Harassment. He asked the Board to approve the policy as presented.

*Mr. McCombs moved that the Windham School District Board of Trustees approve WBP-07.40 "Sexual Harassment" as presented.*

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

**HUMAN RESOURCES DIVISION UPDATE**

Latreace Craig, WSD Director of Human Resources (HR), stated she would be giving the Human Resources Division Update, which includes current staffing information and HR statistics. Staffing for the 2013-2014 school year included:

- 1,105 positions across 82 campuses and 87 facilities
- 1,032.5 positions are funded by Foundation School Program and Title I and II
- 93% of positions are dedicated to direct student contact
- WSD teachers average 18 years of experience

There are a variety of positions throughout the district that serve the campuses. Currently, 656 positions are dedicated as teaching positions. Teaching positions make up the majority of WSD positions. There are three regional administrators and 46 campus principals which provide leadership for the 87 facilities.

Ms. Craig highlighted some of the HR statistics for the 2012-2013 school year. The HR division processed 137 new hires, 9 rehires, and 173 transfers. There were 118 volunteer applications and 45 substitutes processed. The district had an average of 120 vacant positions each month, 92 of which were teaching positions.

Ms. Craig also highlighted the many services that the HR division performs.

Judge Wingate asked Ms. Craig for a breakdown of how many of the vacant teaching positions are career and technical education positions.

Ms. Craig responded there are a total of 178 career and technical education positions and 139 are currently filled. Twenty percent of the CTE positions are currently vacant.

Judge Wingate said he is concerned that CTE makes up about thirty percent of the total WSD teacher force and wanted to know if the number is dropping or going up (as far as vacancies in that department).

Ms. Craig stated that she would get the information for Judge Wingate.

Ms. Lord asked if WSD pays substitutes an amount that is similar to public schools.

Ms. Craig responded that WSD has a flat daily rate for substitutes and it is \$75 per day. The rate is low compared to public schools.

Mr. Mechler asked for clarification that WSD teachers are paid the same but there are adjustments depending on the location.

Ms. Craig stated that was correct. Teachers are paid the same depending on years of experience, but there is a locality supplement depending on their location.

Mr. Mechler thanked everyone for attending the meeting and stated the next meeting of the WSD Board of Trustees would be Thursday, April 17, 2014, at the Radisson Hotel and Suites in Austin.

### **ADJOURNMENT**

There being no further business, the 280th meeting of the WSD Board of Trustees adjourned at 12:57 p.m.

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Chairman

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Secretary

*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.*

*\*Signature on file*