

**Windham School District**  
**Board of Trustees**  
*278th Meeting*



**Minutes**

**October 10, 2013**

**Austin, Texas**



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

Meeting No. 278

The Windham School District Board of Trustees met in session on Thursday, October 10, 2013, at the Crowne Plaza Hotel in Austin, Texas.

**BOARD MEMBERS PRESENT:**

Oliver Bell, Chairman  
Tom Mechler, Vice Chairman  
Eric Gambrell  
Judge Larry Gist  
Janice Harris Lord  
Terrell McCombs  
Carmen Villanueva-Hiles  
Tom Wingate

**BOARD MEMBERS ABSENT:**

Leopoldo (Leo) Vasquez, III, Secretary

**WINDHAM STAFF MEMBERS PRESENT:**

Michael Mondville, Interim Superintendent  
Kevin Ainsworth  
Veronica Casanova  
Latreace Craig  
Linda Goerdel  
Karen Koenning  
Karin Ruppelius  
Cesar Trevino  
Mike Vickers

**CONVENED**

Oliver Bell, Chairman, reconvened the meeting of the 278th Windham School District (WSD) Board of Trustees (Board), to order on Thursday, October 10, 2013, at 11:15 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 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 Sam Carlson with Senator Joan Huffman's office, John Newton from the Legislative Budget Board, and Tulsi Oberbeck from the Senate Finance Committee.

Chairman Bell stated that the Board annually recognizes WSD employees who have dedicated 20, 25 and 30 plus years of service to the State of Texas. These individuals represent the strong commitment of the district staff. The names of these employees will be submitted for inclusion in the official minutes of this board meeting. The Board of Trustees congratulated each of these employees and thanked them for their unwavering loyalty and dedication to the citizens of Texas. As a symbol of appreciation, these individuals will receive a board certificate, along with a personal letter of gratitude. (*Attachment A – Employee Names*)

## **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 August 23, 2013, meeting, appraisers for the 2013-14 school year, personal property donations, and excused absences.

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

## **INTERIM SUPERINTENDENT'S REPORT**

There was no report.

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

### **Public Awareness Corrections Today (PACT)**

The Windham School District joined the TDCJ in providing valuable information to offender families, advocates, and volunteers during the October 5th PACT conference at Sam Houston State University.

The WSD Interim Superintendent Michael Mondville and Instructional Services Division Director Veronica Casanova led WSD senior staff in presenting information about the new GED 2014, various program updates, and several WSD success stories.

In addition, a WSD teacher joined the panel to share firsthand details with parents about the classroom experience and the school environment.

WSD educators also staffed an informational display, answering specific questions from conference attendees about the educational needs of their loved ones.

ECHO employees from the WSD were also on hand to distribute copies of the offender newspaper and subscription information.

The chairman reported that he was unable to attend the conference due to a scheduling conflict, but on behalf of the entire board, he thanked these dedicated employees who represented the district in such a professional and personal manner.

### State Employee Charitable Campaign (SECC)

The Windham School District remains a proud participant and generous contributor in the annual SECC campaign.

The WSD Administrative Offices held an annual Silent Auction for the SECC on October 4th, inviting employees, TDCJ neighbors, coworkers, and community supporters to join a half-day of aggressive and fun bidding on more than 100 donated items. Statewide, WSD employees have been holding fundraisers, joining the payroll deduction program, and enjoying the tradition of supporting the SECC.

Participation in the SECC serves as an employee morale builder while also providing the opportunity to serve the community, state and nation through giving.

Last year, Windham employees statewide gave nearly \$19,000 to charities of choice through the SECC.

Helping others in need remains a hallmark of Windham educators. Chairman Bell commended this ongoing generosity.

### **DISCUSSION, CONSIDERATION, AND POSSIBLE ACTION REGARDING SELECTION OF FINALIST(S) FOR THE POSITION OF SUPERINTENDENT OF THE WINDHAM SCHOOL DISTRICT**

Chairman Bell stated the process for the selection of a superintendent of the Windham School District began in May. Earlier the board met once again in executive session, to discuss the merits of the candidates. The chairman asked for a motion.

*Tom Mechler moved that the Windham School District Board of Trustees approve the selection of John C. Carpenter as the finalist for the position of the superintendent with final approval to take place during a future board meeting.*

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

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

The chairman stated the previous contract for the Interim Superintendent expired August 31st. To cover the period from September 1st until the point the board makes a final selection, Michael Mondville was appointed as the interim superintendent.

He asked for a motion to approve the selection of an Interim Superintendent.

*Carmen Hiles moved that the WSD Board of Trustees approve the chairman's appointment of Michael Mondville as the interim superintendent of WSD.*

*Judge Tom Wingate 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 that with the appointment of Michael Mondville as the interim superintendent, a contract with him was signed to cover the period from September 1st until the point the board makes a final selection. Since the board has agreed on the selection of Michael Mondville as the Interim Superintendent, the contract also needed to be approved.

*Janice Lord moved that the WSD Board of Trustees approve the contract with Michael Mondville as Interim Superintendent of the Windham School District as presented.*

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

**DISCUSSION, CONSIDERATION, AND POSSIBLE ACTION REGARDING ANNUAL  
REVIEW OF WSD BOARD POLICIES**

WBP-07.05 (rev. 3), "Term Contract Employment"

Michael Mondville, Interim Superintendent, stated no changes were made to WBP-07.05, "Term Contract Employment." The policy covers the teachers and other professional administrators in the district. The board must review these policies annually and this is part of the review. He asked the board to approve the policy as presented.

*Judge Gist moved that the Windham School District Board of Trustees approve WBP-07.05 (rev. 3), "Term Contract Employment" as presented.*

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

WBP-07.18 (rev. 4), "Performance Evaluations and Professional Development and Appraisal System"

Mr. Mondville stated that WBP-07.18, "Performance Evaluations and Professional Development and Appraisal System," states that the superintendent can specify performance evaluation for the professional staff, but teachers will use the Professional Development and Appraisal System (PDAS) developed by the Texas Education Agency. There have been no changes to the policy. This policy is one of the policies that must be reviewed annually by the board. He asked for board approval of the policy as presented.

*Eric Gambrell moved that the Windham School District Board of Trustees approve WBP-07.18 "Performance Evaluations and Professional Development and Appraisal System" as presented.*

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

WBP-07.39 (rev. 2), “At Will Employment”

Mr. Mondville stated WBP-07.39, “At Will Employment” is the counterpart to the policy on term contract employees and covers all employees that do not have contracts. This policy is part of the annual review process and no changes have been made to the policy. He asked for board approval of the policy as presented.

*Mr. McCombs moved that the WSD Board of Trustees approve WBP-07.39, “At Will Employment” as presented.*

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

WBP-07.44 (rev. 2), “Professional Standards of Conduct and Disciplinary Guidelines”

Mr. Mondville stated this policy was part of the annual review process and no changes had been made to WBP-07.44, “Professional Standards of Conduct and Disciplinary Guidelines.” He asked for board approval of the policy as presented.

*Judge Tom Wingate moved that the WSD Board of Trustees approve WBP-07.44, “Professional Standards of Conduct and Disciplinary Guidelines” as presented.*

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

WBP-11.12 (rev. 7), “Investment Policy” and Resolution Adopting the Investment Policy

Linda Goerdel, Chief Financial Officer, stated that in accordance with Chapter 2256 of the Texas Government Code, *Public Funds Investment Act*, and in conjunction with the board’s responsibilities as the WSD Board of Trustees, WBP-11.12, “Investment Policy” was being brought to them for annual review. There were no revisions to the policy. She asked for board approval of the policy as presented.

*Mr. Mechler moved that the WSD Board of Trustees approve WBP-11.12, “Investment Policy” and the Resolution Adopting the Investment Policy as presented.*

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

Mr. Bell thanked everyone for attending the meeting and stated the next meeting of the WSD Board of Trustees would be Thursday, December 12, 2013, at the Crowne Plaza Hotel in Austin.

**ADJOURNMENT**

There being no further business, the 278th meeting of the WSD Board of Trustees adjourned at 11:29 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.*