

Windham School District
Board of Trustees
289th Meeting



Minutes

August 7, 2015

Austin, Texas

WINDHAM SCHOOL DISTRICT BOARD OF TRUSTEES

**Omni Hotel Downtown Austin – Lone Star Room
700 San Jacinto
Austin, Texas 78701**

**August 7, 2015
3:15 – 3:45**

ORDER OF BUSINESS

Call to Order

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

I. Regular Session

- A. Recognitions
- B. Consideration of Approval of Consent Items
 - 1. Minutes of the June 10, 2015, WSD Board Meeting
 - 2. Appraisers for the 2015 – 2016 School Year
 - 3. Excused Absences
- C. Superintendent's Report
- D. Report from the Chairman, WSD Board
- E. Discussion, Consideration, and Possible Action Regarding Approval of the WSD Superintendent's Contract
- F. Discussion, Consideration, and Possible Action Regarding the WSD Budget and Salary Schedule for 2015 – 2016
- G. Public Comments

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. 289

The Windham School District Board of Trustees met in session on Friday, August 7, 2015, at the Omni Hotel Downtown in Austin, Texas.

BOARD MEMBERS PRESENT:

Oliver Bell, Chairman
Terrell McCombs, Vice Chairman
Leopoldo (Leo) Vasquez, III, Secretary
Eric Gambrell
Judge Larry Gist
Janice Harris Lord
Larry Miles
Thomas P. Wingate

BOARD MEMBERS ABSENT:

Carmen Villanueva-Hiles

WINDHAM STAFF MEMBERS PRESENT:

Dr. Clint Carpenter, Superintendent
Kevin Ainsworth
Paul Brown
Dr. Latreace Craig
Bambi Kiser
Michael P. Mondville
Michael White

CONVENED

Oliver Bell, Chairman, convened the meeting of the 289th Windham School District (WSD) Board of Trustees (board) to order on Friday, August 7, 2015, at 3:04 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. The Board recessed into executive session which is closed to the public in accordance with Texas Government Code, Section 551.074.

RECONVENED

Chairman Bell reconvened the meeting of the 289th WSD Board of Trustees (board) at 3:38 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. Bell reported the WSD board was committed to providing the opportunity for public presentations on posted agenda topics as well as for public comments on issues within its jurisdiction as provided in Board Rule 300.1. As no speaker registration cards were received by the board staff, no public presentations on posted agenda topics or comments within the board's jurisdiction were heard.

RECOGNITIONS

Dr. Clint Carpenter, WSD Superintendent, thanked two journalists with the annual Media Honor Roll Award, which is presented in partnership with the Texas Association of School Boards (TASB). Media Honor Roll recognizes media representatives who make the effort to get to know a school district, report school news in a manner that is accurate and balanced, make good school news a priority, and maintain a policy of no surprises in reporting.

This year's honorees are two journalists who made a trip inside the Robertson Unit for a first-hand look at Windham School District. They collaborated on an extensive feature story last year in Big Country Magazine.

Reporter Wes Flach spent a school day with Windham, and editor Michelle Roberts attended a Saturday General Educational Development (GED) and Career and Technical Education (CTE) graduation ceremony. The resulting story educated a large readership in Abilene and surrounding areas about the value of correctional education.

The original article, called "A Second Chance," is still available on the Windham web site. Wes and Michelle are now working in other states and unable to attend today's meeting, but WSD will send them framed awards from TASB.

CONSIDERATION OF APPROVAL OF CONSENT ITEMS

The Chairman called the board's attention to the Consent Items on the agenda, which consisted of the minutes of the June 10, 2015, meeting; appraisers for the 2015-2016 school year; and an excused absence for Pastor Larry Miles from the April 17, 2015, meeting and an excused absence for Judge Gist from the June 10, 2015, meeting, both due to personal business.

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

REPORT FROM THE SUPERINTENDENT

Concerns Based Adoption Model (CBAM) Training

Dr. Carpenter explained that in many large complex organizations, any type of change implementation is difficult to accomplish while maintaining high morale and mission focus. But for an organization to continue to improve, refinement of methods must continuously occur. Like most large organizations, Windham has challenges to ensure all campus administration is providing support and direction rather than simple compliance with directives.

For the past 35 years, the National Department of Education Research Centers has developed trainings in research based organizational change models. In July, Windham principals, lead teachers and Huntsville administrators were trained in the Concerns Based Adoption Model by the U.S. Department of Education (DOE) American Research Institute in Austin. In this method, any type of organizational

improvement is monitored and tracked through the employee adoption of the innovation. This is not an evaluation tool, but rather a skill which all organizational leaders should have familiarity with to ensure support of staff as they adopt innovation.

Dr. Carpenter concluded by saying Windham educational leaders were very receptive of the training and the potential to support the district's implementation of new GED testing, improved teaching methods and a large expansion of the Windham vocational programs. The meeting was very successful for the participants and many have emailed their supervisors expressing the success their staff has had when approaching innovative change in such a positive manner. These skills will assist Windham staff to maintain high morale and dedication to job tasks when multiple changes are taking place in the organization.

REPORT FROM THE CHAIRMAN, WSD BOARD

Correctional Education Association (CEA) National Conference.

Chairman Bell gave an overview of the CEA National Conference by stating the CEA supports education improvement and building support for the mission of lowering crime and recidivism nationally. Dr. Carpenter was asked to attend the meeting in Washington D.C., in July, so that Texas could be part of a discussion with national directors of state correctional education programs and the U.S. DOE. In this meeting, the state directors described the efforts each of the states were focusing on to improve outcomes. The DOE brought staff who were able to explain how data could and should be used to improve outcomes and bring about efficiencies. Additionally, the DOE staff emphasized the connection between job ready, high skilled training and the positive impact on the state economies when aligned to employment.

Dr. Carpenter's presentation on recent Windham data analysis in Texas was well received by both the directors and the representatives from the DOE, with several states requesting copies of the studies to assist them in adopting similar methodology.

Windham's participation on correctional educational improvement was an important addition to the national discussion on lowering the impact crime has on victims and the national economy.

DISCUSSION, CONSIDERATION AND POSSIBLE ACTION REGARDING APPROVAL OF THE WSD SUPERINTENDENT'S CONTRACT

Chairman Bell said the board had met previously in June to conduct the superintendent's annual performance evaluation and again today in executive session to discuss the contract option. The board offered Dr. Carpenter an additional two-year contract with an annual compensation of \$135,000.

Terrell McCombs thanked Dr. Carpenter for his hard and effective work as superintendent.

Pastor Larry Miles moved that the WSD Board of Trustees approve the contract for the superintendent from September 1, 2015, through August 31, 2017, to include an annual salary of \$135,000.

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

**DISCUSSION, CONSIDERATION, AND POSSIBLE ACTION REGARDING THE WSD
BUDGET AND SALARY SCHEDULE FOR 2015-2016**

Paul Brown, Chief Financial Officer, thanked the board for the opportunity to meet with each member to discuss the budget for the 2015-2016 school year. Also, he thanked them for the questions and comments, but most of all for their support of WSD's mission.

Mr. Brown reviewed some of the highlights of the 2015-2016 budget with the most significant change involving the proposed five percent pay raise for all employees. As discussed during briefings, it has been ten years since the last meaningful raise and staff will appreciate this increase.

He stated revenues increased for 2016 by three percent to \$60,736,857. The \$1.7 million increase in revenue is primarily due to receiving more funding in the first year of the biennium and less the second year in the B.2.4. Texas Education Agency (TEA) strategy.

The revenue from the TEA under Rider 71 for the additional Teacher Retirement System Retirement Contribution was eliminated because it was only funded by the legislature for one year. This will impact the budget by approximately \$800,000 this year. The MOU's with TDCJ and TEA grant awards both increased six percent from the prior year.

The budgeted expenditures increase for 2016 by 5.3 percent to \$65,730,248. The majority of this increase was due to the five percent salary increase, as well as approximately \$1.7 million in one-time expenditures for resources that will be used over the next several years primarily in instruction. These funds target many of the strategic planning goals. Some of the initiatives would include purchasing new reading materials that will be implemented for both the lowest level readers and those more advanced preparing for the GED. It would also include expanding vocational opportunities as well as securing consistency within the vocational programs.

Plans include the district purchasing new testing materials for the Test of Adult Basic Education (TABE); purchasing classroom equipment to facilitate the use of technology in all teaching positions, and expenditures for the new summer school schedule that will be piloted next summer. Plans include offering different short courses to offenders during this time.

Mr. Brown said the overall full time equivalents (FTEs) decreased by 1.5 FTEs. He indicated that the remaining pages of the budget reflected the different salary plans and those have been updated to reflect the proposed pay increase.

Leo Vasquez thanked Mr. Brown and his staff for the improvement in the budget document and their understanding behind the numbers and where they come from.

Judge Larry Gist moved that the WSD Board of Trustees approve the WSD Budget and Salary Schedule for 2015-2016 as presented.

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

Chairman Bell stated that Michael Mondville, WSD General Counsel, brought his wife to the meeting. He thanked her for attending the meeting as well as everyone in the audience and stated the next meeting of the WSD Board of Trustees would be Thursday, October 15, 2015, at the Courtyard Marriott in downtown Austin.

ADJOURNMENT

There being no further business, the 289th meeting of the WSD Board of Trustees adjourned at 3:48 p.m.

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Dale Wainwright, Chairman

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Leopoldo Vasquez, III, 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.