

**Windham School District
Board of Trustees
259th Meeting**



Minutes

**August 16, 2010
Austin, Texas**

WINDHAM SCHOOL DISTRICT BOARD OF TRUSTEES

Crowne Plaza Hotel – Salons A, B, C, D
6121 North IH-35
Austin, Texas 78752
August 16, 2010
1:30 – 2:00 PM

ORDER OF BUSINESS

Call to Order

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

I. Regular Session

- A. Recognitions
- B. Discussion, Consideration, and Possible Action Regarding Consent Items
 - 1. Minutes of the June 17, 2010, WSD Board Meeting
 - 2. Appraisers for the 2010-2011 School Year
 - 3. Personal Property Donations
 - 4. Excused Absences
- C. Discussion, Consideration, and Possible Action Regarding Revisions to Windham Board Policy, WBP-08.01, “Student Eligibility for Windham School District Programs”
- D. Discussion, Consideration, and Possible Action Regarding Proposed New Superintendent Directive, SD-07.50, “Employee Bonuses and Stipends”
- E. Discussion, Consideration, and Possible Action Regarding the WSD Superintendent Contract
- F. Discussion, Consideration, and Possible Action Regarding the WSD Budget and Salary Schedule for 2010-2011
- G. Superintendent’s Report – Update on the Career and Technical Education (CTE) Expansion
- H. Report from the Chairman, WSD Board
 - 1. Recent Studies on Education and Reentry
 - 2. Chairman’s 4th Quarter Fitness Challenge
- I. 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**

259th MEETING

The Windham School District Board of Trustees met in session on Monday, August 16, 2010, 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
Janice Harris Lord
Terrell McCombs
J. David Nelson
Carmen Villanueva-Hiles

BOARD MEMBERS ABSENT:

Pastor C.L. Jackson

WINDHAM STAFF MEMBERS PRESENT:

Debbie Roberts, Superintendent
Linda Goerdel
Mike Mondville

**TEXAS DEPARTMENT OF CRIMINAL
JUSTICE STAFF MEMBERS PRESENT:**

Brad Livingston
Bryan Collier
Melinda Bozarth

CONVENED

Oliver Bell, Chairman, called the meeting of the Windham School District (WSD) Board of Trustees (Board) to order on Monday, August 16, 2010, at 1:05 p.m. in accordance with Chapter 551 of the Texas Government Code, the *Open Meetings Act*. A quorum was present and the 259th meeting of the Board was declared open. The Board adjourned into executive session which is closed to the public in accordance with the Texas Government Code §551.071 and §551.074.

Chairman Bell reconvened the regular session of the WSD Board in accordance with Chapter 551 of the Texas Government Code, the *Open Meetings Act*. During the regular session, the Board conducted business from the agenda posted in the Texas Register. A quorum of the Board was present and the meeting was declared open at 1:50 p.m.

Chairman Bell recognized Kyle Mitchell from the Governor's Office, Michele Connolly from the Legislative Budget Board, Kevin Robinette from the Speaker's Office, and Travis Sampley from the House Corrections Committee, thanking them for their continued support.

The Chairman reported the Board was committed to providing the opportunity for public presentations on topics posted on the meeting agenda, as well as public comment on issues within its jurisdiction as provided in Rule 300.1. Persons interested in providing presentations at the meeting were required to complete a registration card and submit it at least 10 minutes prior to the meeting's posted start time. As no cards were received prior to the required deadline, the Board would not hear public presentations on posted agenda topics.

RECOGNITIONS

Chairman Bell stated the recognition of Sandra Nash was postponed until the next meeting.

DISCUSSION, CONSIDERATION AND POSSIBLE ACTION REGARDING CONSENT ITEMS

Chairman Bell called the Board's attention to the Consent Items on the agenda, which consisted of the minutes of the June 17, 2010, meeting, appraisers for the 2010-2011 school year, personal property donations, and approval of excused absences, and asked if there were any comments, objections, or amendments to the Consent Items.

Eric Gambrell stated that his firm works for Lee College and there is a personal property donation by Lee College on the consent agenda; therefore, he would abstain from voting on the consent items.

Chairman Bell stated that Mr. Gambrell's comments were noted and the Consent Items were approved as submitted.

DISCUSSION, CONSIDERATION AND POSSIBLE ACTION REGARDING REVISIONS TO WINDHAM BOARD POLICY, WBP-08.01, "STUDENT ELIGIBILITY FOR WINDHAM SCHOOL DISTRICT PROGRAMS"

Mike Mondville, WSD General Counsel, presented WBP-08.01, "Student Eligibility for Windham School District Programs," stating there were no major changes in the policy. Some of the sections on custody requirements and the Career and Technical Education (CTE) program have been revised to improve the language and better meet the needs for qualified workers.

A change was made on page 4 of the policy as reflected in the Board handout. The sentence in section J that read "participation in CTE courses shall be based on the number of prior incarcerations," was changed to read "participation in CTE courses shall be based on the number of trainings received during prior incarcerations." He asked that the Board approve the handout version of WBP-08.01.

(Attachment – Board Policy 08.01, "Student Eligibility for Windham School District Programs")

Janice Lord made a motion that the Windham School District Board of Trustees approve the revisions to WBP-08.01, concerning “Student Eligibility for Windham School District Programs,” as amended in the handout.

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

**DISCUSSION, CONSIDERATION, AND POSSIBLE ACTION REGARDING
PROPOSED NEW SUPERINTENDENT DIRECTIVE, SD-07.50, “EMPLOYEE
BONUSES AND STIPENDS”**

Mr. Mondville explained that Superintendent Directive, SD-07.50, “Employee Bonuses and Stipends” establishes policy on when to pay a bonus or stipend for teachers that are in areas of instruction considered as highly specialized or in difficult to fill positions. The superintendent’s directive is being presented to the Board because it concerns salaries. He asked that the Board approve SD-07.50 “Employee Bonuses and Stipends.”

David Nelson asked if there was any statute or other state policy against bonuses for state employees. Mr. Mondville responded that he has not found any prohibitions to the stipends or bonuses. Mr. Nelson responded that he thought it was a good idea and just wanted to make sure there were no statutory prohibitions against it. Ms. Roberts commented that it was a very common practice with school districts.

Mr. Nelson made a motion that the Windham School District Board of Trustees approve the new Superintendent Directive 07.50, “Employee Bonuses and Stipends,” as presented.

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

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

Chairman Bell stated that the Board met in executive session to discuss the superintendent’s performance. He stated that the Board is very pleased with Ms. Roberts’ performance and the performance of the WSD over the last couple of years. One of the things he asked the Board to consider was the term of the superintendent’s contract. About 75% of Texas’ school districts actually award a 4-year contract to their superintendents, while the WSD Board has typically awarded a one-year contract. The Chairman proposed a two-year contract which the Board discussed in executive session.

Chairman Bell noted that Ms. Roberts is in a unique situation as the Board has special approval from the Commissioner of Education for the State of Texas to waiver her certification requirements. The waiver currently in place is for an additional two years. By extending her contract to two years, her contract and the waiver period will match.

In the event that Ms. Roberts and the Board decide to end the employment prior to the contract term, the Board discussed incorporating changes to the contract to ensure the language is in place to properly end any financial obligation by either party. Chairman Bell asked the Board to approve a two-year contract for Ms. Roberts in the current salary range of \$115,000 per year for the next two years. This approval would include amending the contract's language to reflect anything appropriate regarding separation directed by either party as discussed. Chairman Bell asked if there were any questions. There were none.

Mr. McCombs informed Ms. Roberts that the Board is very pleased with her performance.

Tom Mechler made a motion that the Windham School District Board of Trustees approve the Windham superintendent's contract as presented to include an annual salary of \$115,000 per year.

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

DISCUSSION, CONSIDERATION, AND POSSIBLE ACTION REGARDING THE WSD BUDGET AND SALARY SCHEDULE FOR 2010-2011

Linda Goerdel, WSD Chief Financial Officer, thanked the Board for meeting with her and Ms. Roberts during recent budget briefings to discuss the WSD's proposed budget for 2010-2011. She added that their questions and suggestions were welcomed and their support of the WSD is very evident and greatly appreciated.

Ms. Goerdel provided an overview of the WSD Budget and Salary Schedule for 2010-2011. The increase in the 2011 budget for regular programs is directly related to the Career and Technical Education (CTE) Expansion. These additional funds will cover renovations, equipment, and operating costs for the new vocational programs, along with the addition of teachers for the programs. Also included in the 2011 regular programs' budget are funds to replace approximately 25 computer-assisted instructional labs and some motor pool cars.

There are no pay raises in 2011 with the exception of teachers, librarians, counselors, and diagnosticians who are currently on Step 20 or lower. They will receive a step raise with their additional year of service based on the salary plans, which are located in the budget book. The paraprofessional staff will also receive a step raise where applicable.

The ERP PeopleSoft project is nearing completion. The funds budgeted in 2011 for the project will cover the third and final payment for the PeopleSoft software, along with the implementation costs associated for post support.

The special programs or grant budgets funded through the Texas Education Agency, and those directly from the federal government, U.S. Department of Education, are basically the same with the exception of Title IV, which is not funded in 2011. The Memorandums of Understanding or MOUs budgets with TDCJ for 2011 reflect little change.

There being no questions about the budget and salary schedule, Ms. Goerdel requested approval of the Windham School District Budget and Salary Schedule for the 2010-2011 school year.
(Attachment – Windham School District Budget and Salary Schedule for 2010 – 2011)

Ms. Hiles moved that the Windham School District Board of Trustees approve the Windham School District Budget and Salary Schedule for the 2010-2011 school year as presented, and authorize the Superintendent of the WSD to make transfers as necessary, and as authorized by policy.

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

SUPERINTENDENT’S REPORT

Update on the Career and Technical Education (CTE) Expansion

Ms. Roberts stated that over the last year, WSD has been working to add 27 additional CTE classes scheduled for implementation during the 2010-2011 biennium. Recent evaluations have demonstrated that completion of a CTE program results in higher employment rates, higher salaries, and improved job retention. Coupling the vocational or CTE completion with attainment of industry certification even further improves job performance indicators. WSD has already added six more CTE classes and is in the process of installing equipment and hiring teachers for an additional eight classes. By September 1, 2011, 14 of the 27 classes will be implemented. The remaining 13 classes will require a greater amount of facility renovation or operational coordination, and will take longer to implement.

Ms. Roberts previously shared with the Board her desire to add both a cosmetology program for females and a barbering program for males. The first and most challenging obstacle in adding these two programs was identifying an available building where they could be located. With the Texas Department of Criminal Justice’s (TDCJ) help, two buildings have been identified. The WSD is in the process of working with TDCJ Facilities Division to develop a design and a plan for renovation of those buildings. In addition to these classes, WSD plans to add a welding class and a truck driving class, both of which will require some renovation of existing facilities. During the next school year, the WSD plans to work on renovating the facilities and buying the equipment so that the additional 13 classes are up and operational by September 1 of the 2012 school year. In addition, a process has been implemented for WSD to pay for industry certification for offenders who are successful in the CTE classroom. The placement of CTE completers in TDCJ jobs that are related to the training they have received while incarcerated, assures that the offender not only has job training and an industry certification, but also actual job experience when they are released.

Ms. Roberts thanked Bryan Collier, TDCJ Deputy Executive Director, Rick Thaler, TDCJ Correctional Institutions Division Director, and Frank Inmon, TDCJ Facilities Division Director, for their help in implementing these programs. She added that she felt it demonstrates their commitment to WSD’s mission as well as TDCJ’s mission, and that she appreciates their efforts.

REPORT FROM THE CHAIRMAN, WSD BOARD

Recent Studies on Education and Reentry

Chairman Bell discussed a recent study commissioned by The Urban Institute’s Reentry Roundtable Education. The Institute commissioned a paper by Gerald G. Gaes, who is with the Florida State University. In his report, titled “The Impact of Prison Education Programs on Post-Release Outcomes,” Mr. Gaes recognized that correctional education promotes successful prisoner reentry.

Through literacy classes, basic adult education, GED preparation, vocational training, and even college education, correctional education can impact almost every offender. Mr. Gaes found it to be cost effective and one of the most productive and important elements of reentry services.

From a separate recent national evaluation conducted on the SVORI or Serious Violent Offender Reentry Initiative program, the Department of Education found education as the most commonly mentioned reentry need. From the survey, 94% of adult male offenders and 95% of adult female offenders reported education as their most pressing need upon release, showing once again the importance of correctional education as a reentry tool.

Chairman Bell commented on the value of education, stating, “Once you have it, no one can take it away. It is the one thing that no one can take from you. The more we can offer to offenders the better we potentially position them for the future.”

Chairman’s 4th Quarter Fitness Challenge

The Chairman’s 4th Quarter Fitness Challenge, “Walk the Beautiful Beaches of Texas” recently ended. The goal of this challenge was to encourage staff to exercise and stay fit by figuratively walking the beaches of Texas. During this challenge agency staff recorded walking a total of 106,954 miles. Windham employees completed 10,217 miles of that total.

He congratulated the Windham staff for their participation.

PUBLIC COMMENTS

As noted earlier, no cards were received; therefore, no public comments were made.

ADJOURNMENT

There being no further business, Chairman Bell adjourned the 259th meeting of the WSD Board of Trustees at 2:15 p.m.

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Chairman

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Secretary

Signatures on file.

Referenced attachments for the minutes are available upon request from the Office of Record, Executive Services.