

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

**244<sup>th</sup> MEETING**

The Windham School District Board of Trustees met in session on Wednesday, January 23, 2008, at the Hilton Hotel in Austin, Texas.

**BOARD MEMBERS PRESENT:**

Christina Melton Crain, Chairman  
Oliver Bell, Vice Chairman  
Gregory (Greg) Coleman, Secretary  
Eric Gambrell  
Pastor C. L. Jackson  
Janice Harris Lord  
Terrell McCombs  
Tom Mechler

**BOARD MEMBERS ABSENT:**

Leopoldo (Leo) Vasquez, III

**WINDHAM STAFF MEMBERS PRESENT:**

Debbie Roberts, Superintendent  
Veronica Casanova  
Linda Goerdel  
Don Lawrence

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

Brad Livingston  
Bryan Collier  
Melinda Bozarth

**CONVENED**

Christina Melton Crain, Chairman, called the meeting of the Windham School District (WSD) Board of Trustees (Board) to order on Wednesday, January 23, 2008, at 10:45 a.m. in accordance with Chapter 551 of the Texas Government Code, the Open Meetings Act. A quorum was present and the 243<sup>rd</sup> meeting of the Board was declared open.

Chairman Crain reported that 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 Board Rule 300.1. Persons interested in providing presentations at the meeting were required to complete a registration card and submit it at least ten (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 any public presentations on posted agenda topics.

## RECOGNITIONS

Debbie Roberts, Superintendent, stated that January has been is declared School Board Recognition Month. A certificate was given to each member. Ms. Roberts thanked the Board for their dedication and added that the expertise they bring to the Board helps Windham provide quality education to offenders, thus making Texas a safer place to live.

## DISCUSSION, CONSIDERATION AND POSSIBLE ACTION REGARDING CONSENT ITEMS

Chairman Crain called the Board's attention to the Consent Items on the agenda (Attachment A), which consisted of the minutes of the November 29, 2007, meeting and personal property donations.

Chairman Crain asked if there were any comments, objections or amendments to the Consent Items. Noting there were none, she stated the Consent Items were approved as submitted.

## DISCUSSION, CONSIDERATION AND POSSIBLE ACTION REGARDING INVESTMENT REPRESENTATIVES

### **1. Resolution Changing Authorized Representatives for the Local Government Investment Cooperative (LOGIC)**

Ms. Roberts informed the Board that with the departure of David McNutt as Chief Financial Officer and the hiring of Linda Goerdel to replace him, the WSD needs Board approval to change the authorized representative for the LOGIC. Board approval is requested.

Chairman Crain asked if there were any questions or comments. Seeing none she asked for a motion and a second.

*Janice Harris Lord moved that the Windham School District Board of Trustees approve the resolution changing the authorized representative for the Local Government Investment Cooperative to Linda Goerdel as the Chief Financial Officer, as presented.*

*Tom Mechler seconded the motion, which prevailed unanimously when called to a vote.*

### **2. Resolution Amending Authorized Representatives for the Texas Local Government Investment Pool (TexPool/Texpool Prime)**

Ms. Roberts stated that due to the change in the WSD Chief Financial Officer, the authorized representative for the TexPool/Texpool Prime needs to be changed from David McNutt to Linda Goerdel. Board approval is requested.

Chairman Crain asked if there were any questions or comments. Seeing none she asked for a motion and a second.

*Mr. Mechler moved that the Windham School District Board of Trustees approve the resolution changing the authorized representative for the Texas Local Government Investment Pool and that Linda Goerdel be designated as the Chief Financial Officer therein as presented.*

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

### **DISCUSSION, CONSIDERATION AND POSSIBLE ACTION REGARDING CAREER AND TECHNOLOGY EDUCATION INNOVATIVE COURSES**

Ms. Roberts stated that WSD currently offers six (6) Career & Technology Education courses that are considered by the Texas Education Agency (TEA) to be innovative courses. Innovative courses are locally-designed courses that enable students to master knowledge, skills and competencies not included in the general curriculum for public schools. The six (6) innovative courses that WSD offers are:

- Basic Boiler Operator
- Basic Waterworks/Wastewater Operations
- Culinary Arts
- Custodial Technician
- Diversified Career Preparation
- Truck Driving

These innovative courses were last approved by TEA in January 2003, with an approval period of five (5) years. WSD would like to continue offering these courses and is required to obtain Board approval before submitting the *Innovative Course Applications* to TEA. Board approval is requested.

*Greg Coleman moved that the Windham School District Board of Trustees approve the career and technology innovative courses as presented.*

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

### **OVERVIEW OF THE WSD HUMAN RESOURCES DIVISION**

Ms. Roberts introduced Veronica Casanova, Director of Human Resources, and stated that she would be making the presentation to the Board.

Ms. Casanova reported that WSD operates on 88 campuses with support from the administrative complex and four (4) regional offices. She stated that 796 of the District's positions are teaching positions. She discussed the gender and ethnicity of the teaching staff. Male teachers are strongly represented in the Windham classrooms as compared to public schools. There are 46.4% male teachers in WSD classrooms compared to 22.8% in public schools. In terms of

ethnic diversity, during the 2006-2007 school year 24% of the new teacher applications were received from minorities. Of the teachers hired during that period, 21% were minorities.. The average academic teaching experience for WSD teachers is 19 years while the average vocational teaching experience is 14 years.

The WSD turnover rate for teachers during the 2006-07 school year was 8.4% compared to 15.6% for public schools. With such a low turnover rate and keeping vacancies down to about 56 positions a month, WSD generally does not have a problem filling teaching positions. However, there are times when WSD struggles to find applicants for librarian, counseling and some very specific vocational teaching positions. As a result, WSD has made a concerted effort to cast a wider net searching for these applicants. During the past year, advertising has been done on more websites than ever before. Advertising has been done with several school organizations, such as the Vocational, Agricultural Teacher Association of Texas, The Texas Nursery and Landscape Association and the School Librarian and Counseling Associations. For the first time, WSD is advertising on several job search websites such as gojobbing.com, monsterjobs.com, automotivejobsonline.com and schoolspring.com. These websites are used in addition to recruiting efforts through the Texas Workforce Commission, the 20 educational service centers throughout the state, and the WSD and TDCJ websites. During 2006-07, the District attended 14 job fairs compared to three (3) job fairs the year before.

Ms. Casanova concluded her presentation by stating that WSD plans to continue these recruiting efforts and to analyze the data to see where WSD's resources need to be concentrated.

Oliver Bell commented that in terms of the teacher fill rate, WSD is at approximately 93% of being fully staffed for teaching positions. Ms. Casanova confirmed.

### **SUPERINTENDENT'S REPORT**

Ms. Roberts reported that WSD has been invited to participate in the Correctional Education Association's 2008 Leadership Forum March 9-11, in Annapolis, Maryland. WSD staff will participate in a panel discussion revolving around outcome studies and how correctional education entities can use them to continue to improve instruction. Marjie Haynes, Director of Instruction, will be on the panel and will discuss the recent WSD Career and Technology Education evaluation, what Windham learned from the evaluation, and what the District intends to do with the results as far as continuing to improve the educational offerings at WSD.

### **ADJOURNMENT**

There being no further business, Chairman Crain adjourned the 244<sup>th</sup> meeting of the WSD Board of Trustees at 10:59 a.m.