

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

Meeting No. 324

The Windham School District Board of Trustees met in session on Friday, June 25, 2021 via Zoom Video Conference.

BOARD MEMBERS PRESENT: Patrick O’Daniel, Chairman
Derrelynn Perryman, Vice Chairman
Pastor Larry Miles, Secretary
Mano DeAyala
Hon. Molly Francis
Hon. Faith Johnson
Sichan Siv
Eric Nichols
Dr. Rodney Burrow

WINDHAM STAFF MEMBERS PRESENT: Kristina Hartman, Superintendent
Robert O’Banion
Michael Mondville

CONVENED

Chairman Patrick O’Daniel convened the meeting of the 324th Windham School District (WSD) Board of Trustees (Board) to order on Friday, June 25, 2021, at 11:28 a.m. 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 was present and the meeting was declared open.

Chairman O’Daniel reported that 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 were heard.

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 April 16th, 2021 meeting, appraisers for the 2020-2021 school year, excused absences and personal property donations.

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

SUPERINTENDENT'S REPORT

Professional Development and Legislative Updates

Superintendent Hartman stated that the availability of COVID-19 vaccines allowed Windham School District to safely begin offering in-person, professional development opportunities in the month of May. Staff were pleased to receive updates regarding process improvements, curriculum updates and best practices and were happy to see each other's smiling faces. The large majority of attendees were fully vaccinated and ready to interact and plan for upcoming classroom activities.

She said the Career and Technical Education (CTE) Conference was held in San Antonio, Texas from May 24th-26th. All CTE teachers and principals were in attendance, and the theme of the conference was Career Pathways: Explore, Achieve and Succeed. Windham School District Board of Trustees Chairman, Patrick O'Daniel, kicked off the event with a welcome and encouraging words during the opening ceremony. Board member Ambassador Sichan Siv provided a compelling keynote speech detailing his experiences with overcoming obstacles and remaining a lifelong learner throughout the process.

Ms. Hartman highlighted some of the sessions during the CTE professional development training that provided staff with the information needed to grow in their professions as educators and leaders. Topics included: Student Career Exploration, Technology in the Classroom, Supporting Youthful Learners, Achievement Reporting and Money Matters. Industry and employer partners, including Do-it-Yourself (DIY) TV host and contractor Kayleen McCabe, also attended the annual conference and provided industry-specific trainings to district staff.

Ms. Hartman said Windham's Professional Development team, in collaboration with New Readers Press and Paxen Publishing, hosted an academic teacher training from May 25th-27th at the Region 6 Education Service Center in Huntsville, Texas. This professional development opportunity provided teachers the opportunity to review, ask questions and plan for the new academic curriculum. It also offered a chance for academic teachers across the district to collaborate with one another and grow together as educators.

Ms. Hartman mentioned Windham English as a Second Language (ESL) teachers met via Zoom on Monday, May 25th and discussed best practices, the enrollment and completion of students, standardizing curriculum and what model of service delivery would be best for WSD students.

She stated that in preparation of an upcoming Texas Education Agency (TEA) Special Education audit, Windham School District held a self-assessment meeting at the Region 6 Education Service Center. At this meeting, WSD Special Education Administrator, Elizabeth Donaldson, collaborated with the diagnosticians and a selection of principals, academic teachers and special education teachers to review audit monitoring standards. An additional meeting is scheduled for June 8th and 9th to further prepare for the TEA Special Education monitoring audit.

Ms. Hartman explained that by providing staff with professional development opportunities and celebrating their successes, WSD's team left the events ready to apply their knowledge and grow

in their profession, resulting in enhanced teaching and support for students. Not only did the teachers and principals learn the information presented, but they were able to collaborate with teachers in their field to learn from each other and establish partnerships for future teamwork opportunities.

Ms. Hartman said technology allowed the CTE conference and academic training attendees to Zoom in for the announcement of the WSD School Year 2021-2022 Lane Murray Excellence in Teaching District Teacher of the Year and finalists. The award is named after WSD's first superintendent, as well as the first female superintendent in Texas, and is the highest honor bestowed upon a WSD teacher.

Ms. Hartman announced Cheri Barlow as the 2021-2022 School Year Teacher of the Year and Life Skills Teacher of the Year. She said Ms. Barlow's desire to help all of her students succeed is apparent in the classroom. From monthly themes, creative lesson plans and hands-on projects, Ms. Barlow is dedicated to keeping her students excited, engaged and actively learning in her classroom from "bell to bell." Through heartfelt conversations with her students about the people and things that motivate them in their communities, Ms. Barlow is able to explain the importance of obtaining an education while instilling hope in her students. She urges her students to use their knowledge and motivation to encourage others in the prison system as well as their families and friends to choose education and personal growth. Ms. Barlow's dedication to service extends beyond her students as she mentors new teachers and creates a bond with her peers. As Barlow is an inspiration to her students, her staff and all of the district, she has been named the 2021 Windham School District Teacher of the Year as well as the Life Skills Teacher of the Year.

Ms. Hartman recognized Teresa Cairo as the 2021-2022 School Year Academic Teacher of the Year. Ms. Hartman said Ms. Cairo's teaching model is to accommodate the diversity of learning styles in her classroom. She works hard to meet the individual needs of her students by explaining material in various formats. To make the lessons more meaningful, Ms. Cairo connects the students to the content by relating it to their personal lives. She has proven that clarifying materials in unique ways ensures her students not only understand the information, but achieve higher retention levels. Ms. Cairo has made it her personal mission to encourage everyone on her campus, not just her students. As the lead literacy teacher at the Dominguez campus, she is the teacher that others turn to when they need guidance or support. Ms. Cairo is a leader to all at her campus and the district, which is why she was named the 2021 Academic Teacher of the Year.

Ms. Hartman named Ronnie Tanner as the 2021-2022 School Year Career and Technical Education Teacher of the Year. Ms. Hartman said Mr. Tanner's excitement for the automotive industry is infectious. With more than 30 years of experience in the field, Mr. Tanner's wealth of knowledge he shares with his students is invaluable. He encourages his students to learn as much as possible about the automotive industry and ensures his students are always up-to-date on current trends, issues, and techniques such as electric vehicles or self-driving cars. In his classroom, students learn about more than engines and auto repairs, they learn the soft skills needed to obtain and keep a job in the field. In addition to teaching his students, Tanner shares tips with his co-workers that they can implement about understanding

classroom behaviors and teaching note taking skills. His passion for his students, teaching and the automotive industry is just one reason he was selected as the 2021 Career and Technical Education Teacher of the Year.

Ms. Hartman congratulated the winners and thanked them for their outstanding service to the Windham School District.

Ms. Hartman provided a brief legislative update and announced that Windham's 5% reduction that occurred last summer was fully reinstated. The reinstatement of funds will allow WSD to add over 50 positions district wide, the majority of which will be teaching positions. Ms. Hartman said this is great news for the district and its students. It is a strong show of support from the Texas legislature for the mission of the district and all of the hard work by staff to benefit Windham students. In the weeks ahead, the district will look closely at the positions that were requested during the statewide staffing calls.

Ms. Hartman stated the legislature added a contingency rider in article IX connected to HB30, which will provide \$735,455 into next year's budget to support the high school program for students under 18 and students eligible for special education services along with their non-disabled peers who meet the selection criteria. Currently, Windham has a pilot program at the Ferguson campus, the Matthew Gaines High School, and these funds will allow the district to expand that program. Next year's appropriation will be \$57,850,464, which includes the 5% reduction reinstatement and high school program allocation.

Superintendent Hartman concluded that several bills were passed that directly impact WSD, and the district is now beginning implementation plans. She thanked the WSD team, particularly Director of Operations/Chief Financial Officer Robert O'Banion and Legislative Affairs Coordinator Isaac Debose, for their support and expertise during the session. In addition, the dedication and effort of all Windham staff made it possible to detail all of the great work that occurs behind the scenes for the WSD students and future members of our Texas Communities.

Superintendent Hartman paused for questions. There were none.

REPORT FROM THE CHAIRMAN, WSD BOARD OF TRUSTEES

Governor's Emergency Education Relief (GEER) Grant Update

Chairman O'Daniel stated the coronavirus pandemic brought unprecedented challenges to the Windham School District, but, through innovative thinking, the district was able to overcome obstacles to continue providing services to their students.

The Chairman said to mitigate the impacts of COVID-19, which included shifting to a hybrid model of instruction, Windham requested, and was awarded, \$1.5 million from the Governor's Emergency Education Relief (GEER) grant. Upon receiving the grant, Windham School District implemented a tutoring program to provide additional face-to-face instruction to students who needed assistance. The Career and Technical Education (CTE) students also benefitted from this program by participating in tutoring sessions and gaining more hands-on experience. Since implementing the program in November of 2020, Windham has provided more than 27,700

hours of tutoring to over 1,900 students.

Chairman O’Daniel reported that in addition to establishing the tutoring program, Windham also used the funds received from the GEER grant to implement supplementary academic support on campuses. In May of 2021, each campus was allotted two part-time enrichment teachers to assist with instruction and support in the classroom. These part-time teachers provide small group instruction, assist in the computer lab, and help struggling students who need additional support. As of June 7, Windham has employed approximately 60 part-time enrichment teachers, many of who are retired Windham teachers, to aid in providing the support and guidance that students need to achieve their academic goals.

Chairman O’Daniel concluded that through the GEER grant, WSD implemented the two models of supplemental services described to help mitigate the learning loss that took place in all districts as a result of reduced in-person instruction caused by COVID-19. The educational success of students is a clear priority of the district, and he said he is pleased to report that these new initiatives are helping WSD’s struggling learners regain confidence and make appropriate progress in their studies.

**Discussion, Consideration, and Possible Action Regarding Board Resolution
Extending Depository Contract for 2022-2023 Biennium**

Robert O’Banion, WSD Chief Financial Officer, presented an extension to Windham’s depository contract for the 2022-2023 Biennium. In June of 2015, the Board approved the bid for Windham’s depository contract to First Financial Bank for the period beginning September 2015 through August 2017. Chapter 45 of the Texas Education Code allows for a school districts depository contract to be extended three additional two-year terms. The first two-year extension to the contract was approved by the Board in June 2017. The second extension was approved in April 2019. This request is for the third and final extension. Mr. O’Banion requested Board approval to exercise the third contract extension with First Financial Bank and the Windham School District for bank depository services for September 1, 2021 through August 31, 2023. Mr. O’Banion paused for questions. There were none.

Chairman O’Daniel asked the board for a motion.

Larry Miles moved that WSD Board of Trustees approve the Resolution Extending Depository Contract for 2022-2023 Biennium as presented.

Sichan Siv seconded the motion, which prevailed unanimously when called to a vote.

**DISCUSSION, CONSIDERATION, AND POSSIBLE ACTION REGARDING REVISION
OF WSD BOARD POLICY 05.00, “ECHO”**

Michael Mondville, WSD General Counsel, said Windham Board Policy WBP-05.00, “The Echo” was updated to allow the chief of staff to assign editorial responsibility to a designee. He

asked that the Board approve the revised policy as presented. Mr. Mondville paused for questions. There were none.

Chairman O'Daniel asked the board for a motion.

Sichan Siv moved that WSD Board of Trustees approve the revision of WSD Board Policy WBP-05.00, "ECHO" as presented.

Larry Miles seconded the motion, which prevailed unanimously when called to a vote.

**DISCUSSION, CONSIDERATION, AND POSSIBLE ACTION REGARDING REVISION
OF WSD BOARD POLICY 03.00, "Windham School District"**

Michael Mondville said Windham Board Policy WBP-03.00, "Windham School District" was updated to revise the terms used to refer to incarcerated individuals to align with TDCJ's current practice of "inmate," which is also the term used in the Tex. Educ. Code Chapter 19. The mission was also updated to make it easier to understand. He asked the Board approve the revised policy as presented. Mr. Mondville paused for questions. There were none.

Chairman O'Daniel asked the board for a motion.

Eric Nichols moved that WSD Board of Trustees approve the revision of the WSD Board Policy WBP-03.00, "Windham School District" as presented.

Mano DeAyala seconded the motion, which prevailed unanimously when called to a vote.

**DISCUSSION, CONSIDERATION, AND POSSIBLE ACTION REGARDING REVISION
OF WSD BOARD POLICY 03.01, "Windham School District Superintendent
Qualifications, Selection, Evaluation, Renewal or Non-Renewal, and Dismissal of Contract"**

Michael Mondville said Windham Board Policy WBP-03.01, "Windham School District Superintendent Qualifications, Selection, Evaluation, Renewal or Non-Renewal, and Dismissal of Contract" was updated to add the ability of the chairman to contract with commercial search firms other than just the Texas Association of School Boards for services in the recruitment and selection of a new superintendent. He asked the Board approve the revised policy as presented. Mr. Mondville paused for questions. There were none.

Chairman O'Daniel asked the board for a motion.

Faith Johnson moved that WSD Board of Trustees approve the revision of the WSD Board Policy WBP-03.01, “Windham School District Superintendent Qualifications, Selection, Evaluation, Renewal or Non-Renewal, and Dismissal of Contract” as presented.

Eric Nichols seconded the motion, which prevailed unanimously when called to a vote.

**DISCUSSION, CONSIDERATION, AND POSSIBLE ACTION REGARDING REVISION
OF WSD BOARD POLICY 03.02, “Windham School District Superintendent
Responsibilities and Authority”**

Michael Mondville said Windham Board Policy WBP-03.02, “Windham School District Superintendent Responsibilities and Authority” was updated to increase the litigation settlement authority of the superintendent from \$50,000 to \$500,000. He asked the Board approve the revised policy as presented. Mr. Mondville paused for questions. There were none.

Chairman O’Daniel asked the board for a motion.

Molly Francis moved that WSD Board of Trustees approve the revision of the WSD Board Policy WBP-03.02, “Windham School District Superintendent Responsibilities and Authority” as presented.

Derrelynn Perryman seconded the motion, which prevailed unanimously when called to a vote.

Chairman O’Daniel thanked everyone for attending the meeting. The next meeting of the WSD Board of Trustees will be Friday, August 27th, 2021 in Austin, Texas.

Accordingly, the 324th meeting of the Windham School District Board of Trustees recessed at 11:51 a.m.

EXECUTIVE SESSION

The meeting reconvened into Executive Session at 11:57 a.m.

ADJOURNED

There being no further business for the executive session, Chairman O’Daniel adjourned the 324th meeting of the Windham School District Board of Trustees at 12:29 p.m.

Chairman*

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.