

**MAY INDEPENDENT SCHOOL DISTRICT**  
**7:00 PM Tuesday, August 1, 2017**  
**May ISD Library**

**Agenda**

REGULAR MEETING

DATE:

SPECIAL MEETING

TIME:

CLOSED SESSION

LOCATION:

BOARD MEMBERS IN ATTENDANCE:

Bo. E. Allen, Secretary       Kevin Mote

Joe Crume       Jeff Phillips, President

Mark Hanson, Vice President       Bruce Landes

Vickie Ratliff

PRESIDING OFFICER:

ADMINISTRATION PRESENT:

Steve Howard, Superintendent

Gary Bufé, Elementary Principal

Allison Williams, Assistant Principal

Michelle Owings, Office Manager

**VISITORS: None**

Call to order at: 7:00 PM by: Jeff Phillips, President  
Roll call: present listed above  
Declaration of quorum.

**Administration present:** listed above

Agenda items do not have to be taken in the same order as shown on this meeting notice.

1. Call to order
  - a. Invocation
  - b. Pledge of Allegiance
2. Petitions and Communications
3. Consent Agenda
  - a. Reading and Approval of Minutes of the Previous Meeting (s)
  - b. Consider Approving Accounts Payable and Salary Vouchers
  - c. Financial Report/Investment Report
  - d. Amend the 2016-2017 Budget as Necessary
  - e. Accept Donations

*Motion by Kevin Mote to approve consent agenda items as presented*  
*Second by Mark Hanson*  
*Motion carried, full favor*
4. Finances
  - a. Consider and Take Possible Action to Amend 2016-2017 Budget  
*No data was available to present from Brown County Schools. Teresa will begin looking at revenue and expenditures in the coming week. No action was taken on this item.*
  - b. Consider and Take Possible Action to Designate Fund Balance  
*No action taken, pending information from Brown County Schools.*
  - c. Review and Consider Taking Possible Action to Approve Property and Casualty Insurance Contract for 2017-2018  
*Mr. Richard Porter presented and outlined 2017-18 rates. Market has changed and rates/deductibles will increase based on market swing.*  
*Board elected to hold on making a motion to pursue other possible options. Steve Howard and/or Jeff Phillips will report if any additional options are available and will report to board at next board meeting.*
  - d. Review/Certify Tax Appraisal Roll  
*Motion by Bo Allen to approve certification document if presented to certify Tax Appraisal Roll.*  
*Second by Mark Hanson*  
*Motion carried, full favor*
  - e. Budget Workshop #1  
*No data was available to present from Brown County Schools. Teresa will begin looking at revenue and expenditures in the coming week. No action was taken on this item. Budget workshop will be held on 8/14 at 7:00 PM.*

- f. Consider Setting A Date for Public Hearing and Adoption of M&O and I&S Tax Rates for 2017-2018 School Year  
*Public Hearing and Adoption of M&O and I&S Tax Rates for 2017-2018 School Year will be held on 8/28/17.*
5. Employees and Officers
  - a. Consider and Take Possible Action on Hiring of Personnel  
*Motion by Joe Crume to hire the following positions:  
Business Teacher – Danny Allen  
Second by Bo Allen  
Motion carried, full favor  
Motion by Bo Allen to hire Gary Bufé for the position of Lead Principal on a 220 day contract at \$275/day  
Second by Mark Hanson  
Motion carried, full favor  
Motion by Kevin Mote to hire/promote Allison Williams for the position of Assistant Principal on a 212 day contract at \$243.32 /day or \$51,583/year  
Second by Joe Crume*
  - b. Consider and Take Possible Action on Substitute Roles and Pay Rates  
*Motion tabled. Mr. Howard will research and present proposal at next board meeting.*
  - c. Consider and Take Possible Action to Create the Position of Teacher Facilitator/Special Program Facilitator  
*Motion by Bo Allen to create and hire Natalie Steele for the role of Teacher Facilitator/Special Program Facilitator  
Second by Mark Hanson  
Motion carried, full favor*
  - d. Consider and Take Possible Action on Superintendent contract and certification process  
*Motion by Mark Hanson to approve a new interim superintendent agreement for Steve Howard, as presented, until such time that he can be named superintendent of schools and a regular superintendent contract can be finalized.  
Second by Bruce Landes  
Motion carried, full favor*
6. Curriculum and Instruction  
No actions taken
7. Facilities and Property  
*Mr. Howard discussed current projects relating to fence work at sports complex. Maintenance will be working on this in the coming weeks. Gas leak issue has taken priority and will be starting this week. Bus barn entrance project was recently completed. Joel Kelton was instrumental in getting this project done.*
8. Other School Business
  - a. Review and Approve Student Code of Conduct  
*Highlights of changes include: anonymous reporting of bullying and inclusion of parent in any/all messaging between staff and students  
Motion by Kevin Mote to approve Student Code of Conduct*

*Second by Bo Allen*

*Motion carried, full favor*

- b. Review and Approve Student Handbook  
*Motion by Bruce Landes to approve Student Handbook*  
*Second by Joe Crume*
  - c. Review and Approve Extra Curricular Handbook  
*Motion by Bo Allen to approve Extra Curricular Handbook*  
*Second by Vickie Ratliff*  
*Motion carried, full favor*
  - d. Review and Approve Technology Acceptable Use Policy  
*Motion by Bo Allen to approve Technology Acceptable Use Policy*  
*Second by Mark Hanson*  
*Motion carried, full favor*
  - e. Take Possible Action to Join the Region 15 ESC Purchasing Cooperative  
*Motion tabled*
  - f. Consider and Take Possible Action to Approve the Appraisal Calendar and Appraisers  
*Motion tabled*
9. Policy and Regulations
- a. Review and Take Possible Action to Adopt Board Policy Update 108 (Second Reading)  
*Motion by Bo Allen to adopt Board Policy Update 108 (second reading)*  
*Second by Joe Crume*  
*Motion carried, full favor*
  - b. Consider Setting Future Board Meeting Date (s)  
*Next board meeting will be held 8/14/17 to begin work on 2017-18 Budget*
  - c. Consider Future Board Meeting Agenda Items  
*Budget workshop and follow up on property and casualty insurance commitment.*
10. Administrative Reports
- a. Campus Principal Report  
*No reports were presented*
  - b. Athletic Director Report  
*Craig Steele has been named athletic director and will present future reports*
  - c. Superintendent Report
    - i. Enrollment
    - ii. Miscellaneous  
*Legislative update (required) for Board members will be held on Wednesday, 8/23 at 6-8:00 PM in distance learning lab*
11. Closed Meeting: If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the Board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Texas Government Code, Chapter 551, Subchapters D and E, or Texas Government Code Section 418.183(f). Before any closed meeting is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions, or decisions will be taken in open meeting. [See BEC(LEGAL)]

- a. To deliberate the appointment, employment, evaluation, reassignment, duties, discipline of a public officer or employee, including resignations and recommendations from the superintendent on items covered by this section
  - b. Discuss Personnel Matters with Superintendent
  - c. Resignations
  - d. Recommendations
12. Return to Open Meeting and Take Action on Any Discussions from Closed Session.
13. Official Adjournment

This notice was posted in compliance with the Texas Open Meetings Act on July 28<sup>th</sup>, 2017 at 3:00 p.m.

**Adjourn Time: 9:00 PM**

Jeff Phillips      8-24-17  
Jeff Phillips, President      Date

Bo E. Allen  
Bo E. Allen, Secretary

8-24-17  
Date