

Minutes of Regular Meeting

The Board of Trustees Alpine ISD

A Regular Meeting of the Board of Trustees of Alpine ISD was held Wednesday, November 17, 2021, beginning at 5:30 PM in the Alpine ISD Administration Building, Board Room.

I. Call Meeting to Order

Board President Eddie Natera called the meeting to order at 5:30 p.m.

Members Present: Nikki Ahrens, Justin Cross, Mary McCallister, Joe Portillo, and Board President, Eddie Natera

Members Absent: Adrian Billings and Jimmy Morris

Others Present: Becky McCutchen, Superintendent of Schools

II. Invocation

III. Pledges of Allegiance to the Flags

IV. Verification of Compliance with the Open Meetings Law. This is to verify that the provisions of Texas Government Code, Chapter 551.041 in connection with public posting of meeting notice was met on November 12, 2021 at 3:15 p.m.

V. Open Forum - Public Comment None

VI. Special Programs Evaluation Report - Information Only, No Action Required (Goals 1, 2)

Caroline Fox, Director of Curriculum and Special Programs, provided an update on each program, including number of students served, services provided, scores, and evaluation summaries. Additionally, Ms. Fox discussed changes within each program. The programs reviewed included Gifted and Talented, At-Risk, and Bilingua/ESL for each campus. CTE courses at the high school campus were reviewed also.

Board President, Eddie Natera, told board members that if there were no objections, he would like to move to Topic # XXIII, before the

Construction Updates. There were no objections, so Topic XXIII was addressed next in the Agenda.

XXIII. Review and Consideration of Approval for Out-of-State Travel for AHS Band trip to Orlando, Florida for Workshop and Performance - June, 2022 (Goals 1, 2, 3)

Band Director Chuck Wilson outlined the plans and expenses for the trip to Orlando Florida in June, 2022. He said the cost would be approximately \$ 767.47 per student.

A motion was made by Mary McCallister, seconded by Nikki Ahrens, to approve the out-of-state travel for AHS Band trip to Orlando, Florida for workshop and performance in June, 2022.

Motion carried – 5 – 0

Board President Eddie Natera returned to the original order of the posted agenda, resuming with Topic # VII, Construction Updates.

VII. Construction Updates (Goals 1, 2, 4)

A. Alpine ISD

Ms. McCutchen showed a rendering of the proposed plaque for the High School building. She told board members that the project is currently on track for completion of the band hall, welding shop, and ag shop by December 17, 2021. There would have to be a variance agreed upon for Alpine ISD to move into those facilities early, before completion of the total project. Ms. McCutchen told board members that the gym floor will be inspected by an independent party on December 1, 2021.

B. Imperial Construction

Bobby Kelly reviewed the progress on the project, giving an update on each area. He said they are still experiencing delays with materials and manpower shortages. Mr. Kelly said that the band hall, welding shop, and ag shop should be usable by January 4, 2022.

Frank Patton reviewed the three-week look-ahead. The field house is projected to be completed by late January. Pictures of the progress were provided.

C. Parkhill

Les Burke and Alan Wolfe addressed the board on behalf of Parkhill. They are coordinating with Imperial on submittals, and are continuing site visits and walk throughs. Parkhill has brought on additional specialists with expertise in different areas to assist with inspections.

VIII. Review and Consideration of CCR-027 – Duct Sock Work - Relocation of Middle School, Elementary, and Practice Gym Duct Socks; New Duct Socks and Location for High School Gym With Added Logo and Text; Board to Approve Design and Locations, Parkhill to cover cost of CCR-027 (Goals 2, 4)

Alan Wolfe provided an update on the status of the duct sock work. He assured board members that Parkhill would be reimbursing Alpine ISD for the costs within the Imperial Contract for the relocation and installation of the new duct socks. He assured board members that a rendering will be provided before installation. Cost of CCR-027, to be paid by Parkhill, is \$30,157.53.

A motion was made by Mary McCallister, seconded by Joe Portillo, to approve CCR-027, Duct Sock Work - Relocation of Middle School, Elementary, and Practice Gym Duct Socks; New Duct Socks and Location for High School Gym With Added Logo and Text; Board to Approve Design and Locations, with Parkhill covering the cost of CCR-027, in the amount of \$30,157.53.

Motion carried – 5 – 0

IX. Review and Consideration of CCR-028 Gym Exhaust - Added Gym Exhaust and Louvers to All Gyms (Goals 2, 4)

Les Burke and Alan Wolfe reviewed the need for the change, at a cost of \$43,781.83.

A motion was made by Mary McCallister, seconded by Joe Portillo, to postpone action on CCR-028 Gym Exhaust – Added Gym Exhaust and Louvers to all gyms, until additional information is available.

Motion carried – 5 – 0

X. Review and Consideration of CCR-031 - Added C/O Detectors from Gas Roof Top Units to Classrooms (Goals 2, 4)

Alan Wolfe reviewed the need and cost for CCR-031, Carbon Monoxide Detectors from Gas roof-top units to the classrooms.

A motion was made by Joe Portillo, seconded by Mary McCallister, to approve CCR-031, adding Carbon Monoxide detectors from the gas units on the roof-tops to the classrooms, at a cost of \$24,748.66.

Motion carried – 5 - 0

XI. Review and Consideration of CCR-035 - Added Stair Nosing (Goals 2, 4)

Les Burke and Alan Wolfe reviewed the need and cost of CCR-035, added stair nosings.

A motion was made by Justin Cross, seconded by Nikki Ahrens to approve CCR-035, Added Stair Nosing, as presented, as a cost of \$4,956.31.

Motion carried – 5 – 0

XII. Discussion of Furniture Plan and Pricing for Alpine High School Project - Information Only, No Action Required (Goals 1, 2, 4)

Dan Callahan, representing PPG Furnishings, reviewed the furniture plan proposals for the Alpine High School Project. Pricing will be addressed after more details are finalized. The current budget includes \$365,000 for furniture and furnishings.

Board President, Eddie Natera called for a fine minute break, recessing the meeting at 7:25 p.m.

Board President, Eddie Natera, reconvened the open meeting at 7:31 p.m.

XIII. Monthly Update on HB3 Board Goals (Goal 1)

Jessica Murphy provided an update on HB3 Board goals for Alpine Elementary School, including progress, assessment scores, and monitoring measures.

Verl O'Bryant provided an update on HB3 Board goals for Alpine High School, including progress and Closing the Gaps percentages.

XIV. Campus Data Presentations (Goal 1)

A. Alpine Elementary School – Jessica Murphy, Campus Principal

B. Alpine Middle School – Judith Pardo-Alferez, Campus Principal

C. Alpine High School – Verl O'Bryant – Campus Principal

The three campus principals reviewed enrollment figures, assessment data, and recent and upcoming activities for their respective campus.

XV. Review and Consideration of Tax Collection Agreement with Brewster County (Goal 2)

Clay Braden, CFO, reviewed the proposed agreement and costs associated with agreement. The costs represent a slight increase over the previous year's agreement.

A motion was made by Justin Cross, seconded by Mary McCallister, to approve the Tax Collection agreement with Brewster County, at a cost of \$42,375.80, as presented.

Motion carried – 5 – 0

XVI. Reports (Goal 2)

A. Chief Financial Officer

1. Monthly Report

Clay Braden, CFO, reviewed the tax collections and financials for the month of October, 2021. Mr. Braden told board members that following the audit, the Fund Balance amount stands at \$9,474,735.00. That amount includes the assigned balance of \$ 5,105,377.00, as well as the unassigned balance of \$ 4,369,358.00

2. Discussion of Financial Topics

Mr. Braden updated board members on the new employee in the business office, Ms. Katie Moody. He also provided an update on funds and planned expenditures for ESSERII and ESSERIII.

XVII. Review and Consideration of Action to Authorize a One-Time Annual Payment per District Compensation Plan (Goal 2)

Mr. Braden reviewed the costs and options for payment of a one-time annual payment to employees.

A motion was made by Mary McCallister, seconded by Joe Portillo, to approve a one-time annual payment, per District Compensation Plan, in the amount of \$1,000.00 for full-time employees, and \$500.00 for part-time employees, to be paid in December, 2021.

Motion carried – 5 – 0

XVIII. Consideration of Budget Amendments (Goal 2)

CFO, Clay Braden, reviewed the budget amendments required to fund the one-time annual payment for Alpine ISD employees. Two amendments are required as follows:

1. Appropriation of \$80,000 from Local Maintenance 199, Fund Balance to increase Local Maintenance 199, Employee Incentive Accounts in the total amount of \$80,000. A copy of the amendment, showing amounts for each employee incentive account is attached.
2. Appropriation of \$15,000 from Local Maintenance 437 (588 Co-op budget) to increase Local Maintenance 437, Employee Incentive Accounts in the total amount of \$15,000. A copy of the amendment, showing amounts for each employee incentive account is attached.

A motion was made by Justin Cross, seconded by Nikki Ahrens, to approve the two budget amendments, in the amounts of \$80,000 and \$15,000, respectfully, as presented. Copy of amendments is attached.

Motion carried – 5 – 0

XIX. Consent Items

A. Board Minutes of Previous Meetings (Goal 3)

1. October 20, 2021 - Regular Meeting

B. District Expenditures for Month of October, 2021 (Goal 2)

A motion was made by Mary McCallister, seconded by Joe Portillo, to approve the consent items, as presented.

Motion carried – 5 – 0

XX. Discussion of Options for Replacement of Bleachers in Alpine High School Gym - Information Only, No Action Required (Goals 1, 2, 4)

Clay Braden, CFO, presented preliminary options and costs associated with replacement of the bleachers in the High School gym. He told board members that he would provide more information and pictures at a later date.

XXI. Review and Consideration of Approval of Early Dismissal for Elementary School and Middle School Students on December 1, 2021, for UIL Competition (Goal 1, 3)

Ms. McCutchen explained the reason for the early dismissal. Middle School and Elementary students are not allowed by UIL to compete during a school day. Therefore, the noon dismissal was needed to allow the UIL competition in Kermit to begin at an earlier time.

A motion was made by Mary McCallister, seconded by Justin Cross, to approve a noon dismissal for Elementary and Middle School campuses on December 1, 2021 for the UIL Competition, as proposed by Ms. McCutchen.

Motion carried – 5 – 0

XXII. Review and Consideration of Appointee to Represent Alpine ISD Board of Trustees on Brewster County Appraisal District Board (Goals 2, 3)

A motion was made by Nikki Ahrens, seconded by Justin Cross, to appoint Mary McCallister to continue to represent Alpine ISD Board of Trustees on the Brewster County Appraisal District Board.

Motion carried – 5 – 0

XXIII. Review and Consideration of Approval for Out-of-State Travel for AHS Band trip to Orlando, Florida for Workshop and Performance - June, 2022 (Goals 1, 2, 3)

Addressed previously in the agenda.

XXIV. Superintendent Report (Goal 1, 2, 3, 4)
A. Enrollment Report

Total enrollment stands at 978, with an ADA of 94.38 %.

Enrollment for the campuses is:

Alpine High School: 314 enrollment; ADA of 95.86 %.

Alpine Middle School: 279 enrollment; ADA of 95.06 %.

Alpine Elementary School: 385 enrollment; ADA of 93.10 %

Ms. McCutchen discussed possible options from TEA for a one-time adjustment for funding, due to attendance issues. She also discussed the reasons for the lower ADA averages.

B. Digital Records Retention Process

Ms. McCutchen reviewed the need and options for records that have to be kept indefinitely. Will begin the process for proposals.

C. Update on District Substitutes

Ms. McCutchen reviewed the current problems with getting substitutes, as well as the current salary scale. She told board members that there may have to be some changes to assure substitutes are available when needed.

XXV. Closed Session - Pursuant to Texas Gov't Code Section 551.072 & Section 551.074

The Board adjourned to executive session at 8:58 p.m.

A. Personnel - Hear and Deliberate Regarding Superintendent Recommendations for Personnel. Texas Gov't Code Section 551.074 (Goal 1)

1. Employee Resignations or Retirements

2. Superintendent Recommendations for Employee Contracts for 2021-2022

XXVI. Open Session - Consider and Take Possible Action on Closed Session Deliberations

The Board reconvened in open session, at 9:35 p.m., taking action on Closed session deliberations as indicated below.

A. Consider and Take Possible Action Regarding Personnel. Texas Gov't Code Section 551.074 (Goal 1)

1. Employee Resignations or Retirements

A motion was made by Mary McCallister, seconded by Joe Portillo, to approve Ms. McCutchen's recommendation to accept the resignation and retirement of Jean Cargo, effective December 30, 2021.

Motion carried – 5 – 0

2. Superintendent Recommendations for Employee Contracts for 2021-2022

A motion was made by Mary McCallister, seconded by Nikki Ahrens, to approve Ms. McCutchen's recommendation to offer a one-year Probationary contract as Band Director, effective December 8, 2021 through June 30, 2022, to Alan Perkins.

Motion carried – 5 – 0

A motion was made by Justin Cross, seconded by Nikki Ahrens, to offer a part-time Non-Certified Teacher contract to Richard Villanueva, for no more than 4 hours per day, effective November 29, 2021 through June 30, 2022.

Motion carried – 5 – 0

XXVII. Schedule Future Meetings

- Wednesday, December 15, 2021 at 5:30 p.m. – Alpine ISD Administration Building Board Room, Regular Meeting

XXVIII. Adjournment

There being no further business to come before the Board, a motion was made by Mary McCallister, seconded by Nikki Ahrens to adjourn the meeting at 9:36 p.m.

Motion carried – 5 – 0

*The Board may retire to executive session at any time between the meeting's opening and adjournment for purposes of deliberating business as authorized in Texas Government Code, Title 5, Subchapter D, Sections 551.071-551.074 and 551.076. Action, if any, will be taken in open session. (Texas Government Code Chapter 551.102)


Board President


Board Secretary

Date of Approval: December 16, 2021

ALPINE INDEPENDENT SCHOOL DISTRICT
 PROPOSED BUDGET AMENDMENT

Wednesday, November 17, 2021

ACCOUNT NAME	ACCOUNT #	2021-2022 BUDGET	AMEND TO	INCREASE (DECREASE)
LOCAL MAINTNANCE - 199				
BUDGETARY FUND BALANCE	199-00-3700-00-000-200000	\$ -	\$ 80,000.00	\$ (80,000.00)
LOCAL MAINTNANCE - 199				
EMPLOYEE INCENTIVE	199-11-6119-00-999-299056	\$ 38,000.00	\$ 78,000.00	\$ 40,000.00
EMPLOYEE INCENTIVE	199-11-6129-00-999-299056	\$ 9,000.00	\$ 22,500.00	\$ 13,500.00
EMPLOYEE INCENTIVE	199-12-6119-00-999-299056	\$ 1,500.00	\$ 3,000.00	\$ 1,500.00
EMPLOYEE INCENTIVE	199-12-6129-00-999-299056	\$ 500.00	\$ 1,000.00	\$ 500.00
EMPLOYEE INCENTIVE	199-13-6119-00-999-299056	\$ 1,500.00	\$ 2,500.00	\$ 1,000.00
EMPLOYEE INCENTIVE	199-23-6119-00-999-299056	\$ 3,000.00	\$ 6,000.00	\$ 3,000.00
EMPLOYEE INCENTIVE	199-23-6129-00-999-299056	\$ 3,000.00	\$ 6,000.00	\$ 3,000.00
EMPLOYEE INCENTIVE	199-31-6119-00-999-299056	\$ 2,500.00	\$ 4,000.00	\$ 1,500.00
EMPLOYEE INCENTIVE	199-33-6129-00-999-299056	\$ 1,500.00	\$ 3,000.00	\$ 1,500.00
EMPLOYEE INCENTIVE	199-34-6129-00-999-299056	\$ 2,000.00	\$ 2,500.00	\$ 500.00
EMPLOYEE INCENTIVE	199-35-6129-00-999-299056	\$ 6,000.00	\$ 9,000.00	\$ 3,000.00
EMPLOYEE INCENTIVE	199-36-6119-00-999-299056	\$ 1,000.00	\$ 2,000.00	\$ 1,000.00
EMPLOYEE INCENTIVE	199-41-6119-00-999-299056	\$ 1,500.00	\$ 3,000.00	\$ 1,500.00
EMPLOYEE INCENTIVE	199-41-6129-00-999-299056	\$ 1,000.00	\$ 3,000.00	\$ 2,000.00
EMPLOYEE INCENTIVE	199-51-6129-00-999-299056	\$ 9,000.00	\$ 15,000.00	\$ 6,000.00
EMPLOYEE INCENTIVE	199-53-6119-00-999-299056	\$ 500.00	\$ 1,000.00	\$ 500.00
CHANGE OF FUND BALANCE				\$ (80,000.00)


 BOARD APPROVAL

11-17-2021
 DATE


 SECRETARY

11-17-21
 DATE


 SUPERINTENDENT APPROVAL

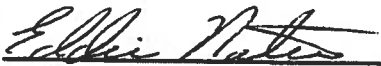



11-17-21
 DATE


 BUSINESS OFFICE APPROVAL

11-17-21
 DATE

ALPINE INDEPENDENT SCHOOL DISTRICT
 PROPOSED BUDGET AMENDMENT
 Wednesday, November 17, 2021

ACCOUNT NAME	ACCOUNT #	2021-2022 BUDGET	AMEND TO	INCREASE (DECREASE)
LOCAL MAINTNANCE - 437				
BUDGETARY FUND BALANCE	437-00-3700-00-000-200000	\$ -	\$ 15,000.00	\$ (15,000.00)
LOCAL MAINTNANCE - 437				
EMPLOYEE INCENTIVE	437-11-6119-00-751-123056	\$ -	\$ 6,000.00	\$ 6,000.00
EMPLOYEE INCENTIVE	437-21-6119-00-751-123056	\$ -	\$ 1,000.00	\$ 1,000.00
EMPLOYEE INCENTIVE	437-21-6129-00-751-123056	\$ -	\$ 2,000.00	\$ 2,000.00
EMPLOYEE INCENTIVE	437-31-6119-00-751-123056	\$ -	\$ 6,000.00	\$ 6,000.00
CHANGE OF FUND BALANCE				<u>\$ (15,000.00)</u>

 BOARD APPROVAL	11-17-2021 DATE	 SECRETARY	11-17-21 DATE
 SUPERINTENDENT APPROVAL	11-17-2021 DATE	 BUSINESS OFFICE APPROVAL	11/17/21 DATE