

**Minutes of the Regular Meeting  
McDade I.S.D. Board of Trustees  
March 21, 2017**

A **Regular Meeting** of the trustees of the McDade Independent School District was called to order at 7:21 PM in the Education Building. School Trustees present were; Bil Kahanek, President; Mark Dube, VP; Willard Rother; Janet Brade; and Win Harbison, Secretary.

Administrators present were Superintendent Barbara Marchbanks; Maintenance/Transportation Director Shaun Hernandez; Technology Director Cliff Spurlin and Administrative Assistants: Jana Muery, Robin Johnson, and Kristen Torcoletti.

**Public Comment/Open Forum – None**

**District Reports**

**Transportation/Maintenance Director’s Report**

Shaun Hernandez reported that two of the buses were in need of repairs related to emissions systems. Repair costs could be around \$7,000. The leak in the gym is still eluding repair people, three companies could not find it. However a fix may be to install a “cap” over the original roof, at the peak for an approximate cost of \$7,400. This cap would be wider than the original, which would cover the leaking area. Mold has been found in the white house, and a special meeting will need to be called to review bids to repair the issue. Finally, he has found a solution how to use the slab remaining from the old storage building. A metal “carport” type building can be installed for around \$10,500. It would be a shell only, but could be used as a weight room for the athletes. A \$10,000 grant has been applied for to pay for this project, and it will only be undertaken if the grant is awarded.

**Technology Director’s Report**

Cliff Spurlin presented the annual E-Rate Report. We have been reimbursed \$14,000 for costs related to technology, internet and telephone systems. Future reimbursements will not include telephone costs, as the current reimbursement was for the new telephone technology installed last year or so.

**Principals’ Reports**

Barbara Marchbanks presented the reports for both campuses. March enrollment for Elementary was 265 and High School was 76 for a total of 341 students. There were mini-reports from the consultants we are using to assist with the Elementary School in the absence of a principal. Topics included: tutorials, PLC’s & T-Tess training, professional development and upcoming events. At the High School topics included: ADA, TSI testing at Austin Community College (11/48 passed), SHAC, and Athletics & FFA. She also discussed the activities happening in the High School. The 9<sup>th</sup> & 10<sup>th</sup> students took the writing portion of the TSI test. 70% scored a 4 or higher (this translates to passing scores for end of course testing and qualifies for college admission).

**Student Health Advisory Committee Report (SHAC)**

The SHAC report was presented by Barbara Marchbanks. SHAC has scheduled a Health Fair on August 11<sup>th</sup>. It is being coordinated by two of the community members of the committee.

**Superintendent’s Report**

Barbara Marchbanks discussed a number of topics. She reported our district attendance rates for this school year, so far. We are currently running around 96-97% attendance, but still needs to improve. Mrs. Marchbanks also mentioned the need to add verbiage to the Parent and Family Engagement policy in the Student Handbook.

**President’s Report**

Bil Kahanek reported that during the workshop preceding this meeting, the board interviewed three candidates for the vacant board seat. The candidates were: Karen Glossen, Garrett Kohler and Charlie Littleton.

## Consent Agenda Items

Janet Brade moved to approve the Minutes of the February 2<sup>nd</sup> Multi District Workshop and the February 21<sup>st</sup> Regular Board meeting as amended, the February Financial Reports, Check Payments Report and the Monthly Tax Office Report as presented. Win Harbison seconded and the motion **passed 5 – 0**.

## Action Items

- A. Mark Dube moved to approve the following:
- a. Approve the SHAC report as presented;
  - b. Acknowledge the Transportation Report as presented;
  - c. Approve funds, not to exceed \$7,000 to repair the buses #9 & #11 with emission issues;
  - d. Acknowledge the Technology Report and the E-Rate Report as presented;
  - e. Authorize the expenditure of funds not to exceed \$11,000 to acquire and construct the “carport shell” structure, contingent upon the award of a \$10,000 grant;
  - f. Approve adding the following to the Parent and Family Engagement section of the Student Handbook: “As a school district we will do the following to assist in achieving and maintaining high levels of family involvement and positive family attitudes toward education.
    - i. Facilitate family-to-family support.
    - ii. Establish a network of community services.
    - iii. Increase family participation in decision-making.
    - iv. Equip families with tools to enhance and extend learning.
    - v. Develop staff skills in evidence-based practices that support families in meeting their children’s learning benchmarks.
    - vi. Evaluate family engagement efforts and use evaluations for continuous improvement.”
  - g. Acknowledge receipt of information presented concerning the TEA Special Allotment Monitoring Program pilot, and approve the District’s participation in the pilot.

Willard Rother seconded the motion, and it **passed 5 – 0**.

- B. Win Harbison moved to approve the 2017-2018 School Calendar as presented. Mark Dube seconded and it **passed 5 – 0**.
- C. Win Harbison moved to extend and/or renew contracts with McCreary, Veselka, Bragg & Allen P.C. (Delinquent Tax Attorneys) and Singleton, Clark & Company, P.C. (Independent Auditors) for the next year. Mark Dube seconded and it **passed 5 – 0**.
- D. Willard Rother moved to approve the District Site Based Improvement Plan 2017-2018 as presented. Mark Dube seconded and it **passed 5 – 0**.

## Recess and Executive Session

At 9:27 PM, the President recessed the open meeting and called the board into an Executive Session for the purpose of discussing the potential acquisition of property for the district and filling the vacant seat on the board.

## Back in Open Session

At 10:35 PM, the President declared the board back in Open Session.

- E. Mark Dube moved to approve the Real Estate Sales Contract for the 17.23+/- acres from the estate of Freda G. Wilson as presented. Win Harbison seconded and it **passed 5 – 0**.
- F. Janet Brade moved to appoint Garrett Kohler to the Board of Trustees to fill the remaining term of the open seat. Mark Dube seconded and it **passed 5 – 0**.
- G. Win Harbison moved to approve the E-MAT Instructional Materials Allotment TEKS Certification as presented. Mark Dube seconded and it **passed 5 – 0**.

President Bil Kahanek called a special meeting of the board for 6:00 P.M. on Thursday March 30, 2017, in the McDade Education Building. The purpose of the meeting is to address Facilities/Maintenance issues.

**Possible topics** suggested for the next meeting were:

- Any of the items on the McDade Board of Trustees Planning Guide listed for April meetings.
- Swearing in of the new board member.
- Property acquisition
- High School progress
- Budget
- Facilities / white house
- Technology 5 year plan
- Safety and security.
- Establishing goals for the Board and Superintendent (team of 8 training – possibly).
- Strategic Planning Committee reports.
- How to get better participation from the public.
- Opinion Surveys – board related
- Band progress report

No further business appearing, Janet Brade moved to Adjourn. Willard Rother seconded and it **passed 5 – 0**.

The meeting adjourned at 10:40 PM.

*Win Harbison, Jr.*

Win Harbison, Jr.  
Secretary