

# Minutes of Regular Meeting

## The Board of Trustees Alpine ISD

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A Regular Meeting of the Board of Trustees of Alpine ISD was held Wednesday, April 21, 2021, beginning at 5:30 PM in the Alpine Middle School Library.

**I. Call Meeting to Order**

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

Members Present: Adrian Billings, Rachel Carvajal, Justin Cross, Billy Ray Laxton, Mary McCallister, Joe Portillo, and Eddie Natera

Others Present: Becky McCutchen, Superintendent of Schools

Members Absent: None

**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 April 16, 2021, at 3:45 p.m.**

**V. Open Forum - Public Comment - None**

**VI. Consideration of Resignation of Board of Trustee, Single Member District # 3, Billy Ray Laxton (Goal 3)**

Board President Eddie Natera recommended moving Item VI to later in the agenda, following Item XXII. There being no objections, President Natera continued to Item VII.

**VII. Review and Consideration of Proclamation 2021 for Adoption of Pre-Kindergarten Instructional Materials for the 2021-2022 School Year (Goals 1, 2)**

Esther Martinez, District Textbook coordinator reviewed items under consideration for adoption, the list of committee members, and materials. The committee recommendation is for the Circle K Pre-K curriculum, published by CLI at University of Texas Health Science Center at Houston.

A motion was made by Mary McCallister, seconded by Rachel Carvajal, to approve Proclamation 2021 for adoption of Pre-Kindergarten Instructional Materials for the 2021-2022 school year, as presented.

Motion carried – 7 – 0

**VIII. Review and Consideration of 2021-2022 Instructional Materials Allotment and TEKS Certification Form (Goals 1, 2)**

Ms. Martinez reviewed the new process and required information for the Allotment and TEKS Certification form.

A motion was made by Adrian Billings, seconded by Joe Portillo, to approve the 2021 – 2022 Instructional Materials Allotment and TEKS Certification Form, as presented.

Motion carried – 7 – 0

**IX. Construction Updates (Goals 1, 2, 4)**

Individuals in attendance to provide construction updates included:

Jon Jones – Imperial Construction, owner

Bobby Kelley – Project Manager

Frank Patton – Construction Manager

Paul Kucera – Site Supervisor

Les Burke – Parkhill

**A. Alpine ISD Update**

Paul Kucera provided an update on the number of workers on site, as well as status of work being completed on the HVAC projects and the construction project.

**B. Imperial Construction Update**

Mr. Patton, Mr. Kelley, and Mr. Jones reviewed progress on site work. After discussion with the city and discussions between attorneys, the project will be required to pay for City water taps. Work is progressing on excavation for slab work, as well as elevators, plumbing, and electrical runs. Progress is being made on HVAC projects. Material deliveries are on schedule.

**C. Parkhill Update**

Mr. Burke reviewed the status of existing columns and base plates and explained that some concrete work would be required for reinforcement. He also explained that there would need to be a change in selection for external panels due to delays and costs involved in receiving materials from China. Additional research will be conducted to present alternatives at a later meeting.

**X. Review and Consideration of CCR No. 12R - Girls' Locker Room - Upgrade to Laundry Room Walls and Door**

A motion was made by Mary McCallister, seconded by Rachel Carvajal, to authorize CCR No. 12R – Girls' Locker Room Upgrade to Laundry Room Walls and Door at a cost of \$10,801.66.

Motion carried – 7 – 0

**XI. Review and Consideration of CCR No. 17 - Girls' Locker Room - Upgrade Exterior Metal Panels at Owner's Request**

A motion was made by Mary McCallister, seconded by Joe Portillo, to authorize CCR No. 17 - Girls' Locker Room - Upgrade Exterior Metal Panels at Owner's Request at a cost of \$9,986.00.

Motion carried – 7 – 0

**XII. Review and Consideration of CCR No. 18 - Change Interior Band Hall Window at Owner's Request**

A motion was made by Rachel Carvajal, seconded by Mary McCallister, to authorize CCR No. 18 - Change Interior Band Hall Window at Owner's Request at a cost of \$3,250.00

Motion carried – 7 – 0

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

Mr. O'Bryant reviewed progress on Elementary HB3 goals.

Mr. Sanchez reviewed progress on goals, benchmarks, CCMR certifications and testing schedule for the High School campus.

**XIV. Campus Data Presentations (Goal 1)**

**A. Alpine Elementary School**

Mr. O'Bryant reviewed progress and assessment scores.

**B. Alpine Middle School**

Mr. Patterson reviewed progress and assessment scores on Unit tests.

**C. Alpine High School**

Mr. Sanchez reviewed scores on benchmarks, End of Course schedule, and reviewed recent student accomplishments in extra-curricular activities including golf, track, baseball, softball, tennis, band, History Fair, CX Debate,

National Honor Society, and Earth Day, as well as student training sessions for Stop the Bleed and CPR.

**XV. Reports (Goal 2)**

**A. Chief Financial Officer**

**1. Monthly Report**

Becky McCutchen reviewed the tax collections and financials for the month of March, 2021. Additionally, Ms. McCutchen told board members that attention has begun to be focused on funding templates and that the State decision to continue the “Hold Harmless” mandate will help with money coming from the State.

**2. Discussion of Financial Topics**

Ms. McCutchen recently attended the Brewster County Appraisal District meeting. She said progress is being made toward improvement in processes being utilized by the CAD. Additionally, upcoming property value amounts and taxing amounts were reviewed. She said administrators have begun working on the new budget and expenditure of federal funds.

**XVI. Consideration of Budget Amendments (Goal 2) - None**

**XVII. Consent Items**

**A. Board Minutes of Previous Meetings (Goal 3)**

**1. March 24, 2021 - Regular Meeting**

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

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

Motion carried – 7 – 0

**XVIII. Review and Consideration of Resolution Extending the Bank Depository Contract with West Texas National Bank (Goal 2)**

Ms. McCutchen explained that a district is allowed to extend the Bank Depository contract with up to three renewals of two-year terms. Her recommendation was to authorize the third renewal of the two-year contract with West Texas National Bank.

A motion was made by Justin Cross, seconded by Mary McCallister, to approve the Superintendent’s recommendation to adopt the Resolution Extending the Bank Depository Contract with West Texas National Bank for the third renewal for an additional two year term from July 1, 2021 to June 30, 2023.

Motion carried – 7 - 0

**XIX. Annual Report of Board Member Continuing Education Hours (Goals 1, 2, 3, 4)**

Board President Eddie Natera gave the Annual Report of Board Members' Continuing Education Hours, as required by Texas Education Code §11.1519, and Texas Administrative Code §61.1. A copy of the announcement is attached to these minutes.

**XX. Superintendent Report (Goal 1, 2, 3, 4)**

**A. Enrollment Report**

Total enrollment stands at 945, with an ADA of 95.17 %.

Enrollment for the campuses is:

Alpine High School: 307 enrollment; ADA of 96.56 %.

Alpine Middle School: 275 enrollment; ADA of 94.89 %.

Alpine Elementary School: 363 enrollment; ADA of 94.48/91.72 % (two tracks)

**B. CTE Perkins Reserve Grant**

Ms. McCutchen explained that this is a competitive grant and that Alpine ISD would be partnering with Kermit ISD, Terlingua CSD, and Sul Ross State University to expand and add programs.

**C. Graduation Update**

Alpine High School graduation is scheduled for Friday, May 21, 2021, at 7:30 p.m. Graduation will be held in the Pete P. Gallego Center at Sul Ross. Ms. McCutchen reviewed the guidelines and protocols which will be observed.

**D. End of Year Events**

Ms. McCutchen reviewed the list and schedule of upcoming activities for the end of year.

**E. Quarterly Goal Update**

Ms. McCutchen reviewed the progress on the Superintendent and Board of Trustee goals and objectives.

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

**The Board adjourned to executive session at 7:39 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 Recommendation for Alpine High School Principal Contract**
3. **Superintendent Recommendations for Employee Contracts for 2021-2022**

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

The Board reconvened in open session, at 8:28 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**

Ms. McCutchen reviewed the list of resigning and/or retiring professional personnel, as follows: Linda Hardwick, 588 Co-op Diagnostician (retiring) and Patricia Ericsson, DAEP teacher (retiring); and.

A motion was made by Mary McCallister, seconded by Rachel Carvajal, to approve the Superintendent's recommendation to accept the resignations, as presented.

Motion carried – 7 – 0

Ms. McCutchen told Board members that she had received one additional resignation just before the Board meeting. Mr. Cody Patterson, Alpine Middle School principal, will be resigning at the end of the current school year, to return to New Mexico to accept a Superintendent position.

A motion was made by Rachel Carvajal, seconded by Adrian Billings, to approve the Superintendent's recommendation to accept Mr. Patterson's resignation, as presented, but with regrets.

Motion carried – 6 – 1, with Eddie Natera casting the dissenting vote

**2. Superintendent Recommendation for Alpine High School Principal Contract**

A motion was made by Justin Cross, seconded by Adrian Billings, to approve the Superintendent's recommendation to offer an Administrative Contract to Lee Sanchez for the position of Alpine High School principal, effective immediately.

Motion carried – 7 – 0

**3. Superintendent Recommendations for Employee Contracts for 2021-2022**

**Alpine Elementary**

A motion was made by Mary McCallister, seconded by Joe Portillo, to renew contracts for Alpine Elementary School professional personnel for 2021-2022, as proposed by Campus Principal Verl O'Bryant, and as recommended by Superintendent Becky McCutchen.

Motion carried – 7 – 0

**Alpine Middle School**

A motion was made by Rachel Carvajal, seconded by Mary McCallister, to renew contracts for Alpine Middle School professional personnel for 2021-2022, as proposed by Campus Principal Cody Patterson, and as recommended by Superintendent Becky McCutchen.

Motion carried – 7 – 0

**Alpine High School**

A motion was made by Rachel Carvajal, seconded by Mary McCallister, to renew contracts for Alpine Elementary School professional personnel for 2021-2022, as proposed by Campus Principal Lee Sanchez, and as recommended by Superintendent Becky McCutchen.

Motion carried – 7 – 0

**AISSD Central Office**

A motion was made by Adrian Billings, seconded by Joe Portillo, to renew the contract for Carla Cheatham, District Licensed Professional Counselor, for 2021-2022, as recommended by Superintendent McCutchen.

Motion carried – 7 – 0

**588 Educational Co-op**

A motion was made by Mary McCallister, seconded by Rachel Carvajal, to renew contracts for 588 Educational Co-op professional personnel for 2021-2022, as proposed by Co-op Director Mesinda Llanez, as approved by the 588 Co-op Management Board, and as recommended by Superintendent Becky McCutchen.

Motion carried – 7 – 0

**Other Personnel**

A motion was made by Mary McCallister, seconded by Joe Portillo, to offer a one-year Probationary Dual Assignment Contract for the 2021-

2022 school year to Jarrett Vickers, as teacher/coach, as proposed by Campus Principal Lee Sanchez, and as recommended by Superintendent Becky McCutchen.

Motion Carried – 7 – 0

**Following action on Closed Session items, Board President Natera returned to Item VI for Consideration.**

**VI. Consideration of Resignation of Board of Trustee, Single Member District # 3, Billy Ray Laxton (Goal 3)**

Board President Eddie Natera returned to Item VI for consideration.

A motion was made by Mary McCallister, seconded by Rachel Carvajal, to regretfully accept the resignation of Board Member Billy Ray Laxton, from Single Member District # 3. Mr. Laxton is resigning due to the fact he has moved from the Single Member District he represents.

Motion carried – 6 – 0

Board members expressed their appreciation to Mr. Laxton for his willingness to serve.

**XXIII. Schedule Future Meetings**

- Wednesday, May 19, 2021 at 5:30 p.m. – Alpine ISD Administration Building Board Room, Regular Meeting

**XXIV. Adjournment**

There being no further business to come before the Board, a motion was made by Mary McCallister, seconded by Justin Cross to adjourn the meeting at 8:34 p.m.

Motion carried – 6 – 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: *May 19, 2021*



**BOARD PRESIDENT'S SCRIPT – ANNOUNCEMENT OF BOARD TRAINING HOURS 04/21/2021**

**Board President:**

Under State Board of Education Rule, completing required continuing education each year of service is a basic obligation and expectation of any sitting board member.

As Board President, I am required to announce the name of each member who:

- Has completed the required continuing education;
- Has exceeded the required continuing education; and
- Is deficient in meeting the required continuing education.

The requirements for training are measured as of the first anniversary of the date of the trustee's election or appointment or two-year anniversary of his or her previous training, as applicable.

There are seven training **areas** for board member continuing education:

1. Local District Orientation
2. Orientation to the Texas Education Code
3. Post-Legislative Update to the Texas Education Code
4. Team Building
5. Additional Continuing Education
6. Evaluating Student Academic Performance and Setting Goals
7. Identifying and Reporting Abuse, Trafficking, and Other Maltreatment of Children

To the extent applicable to each board member, I will announce the completion or deficiency as to required training.

For members who still have time remaining to complete required training, I will announce those board members who have scheduled timely training and those who have not yet scheduled the training.

At the conclusion of this announcement, I will announce any board member's training in excess of the continuing education requirements.

### **Local District Orientation**

The following first-year board members have completed the local district orientation training:

Billy Ray Laxton

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### **Orientation to the Texas Education Code**

The following first-year board members have time remaining to complete the Orientation to the Texas Education Code and have not yet scheduled this training:

Billy Ray Laxton

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### **Post-Legislative Update to the Texas Education Code**

**Note: If no members were required to complete the Post-legislative Update to the Texas Education Code training for the prior year, mark as "not applicable" and announce:**

No board members were required to complete Post-Legislative Update to the Texas Education Code training for the time period covered by this announcement.

The following board members have completed Post-Legislative Update to the Texas Education Code training:

Adrian Billings  
Rachel Carvajal  
Justin Cross  
Mary McCallister  
Eddie Natera  
Joe Portillo

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### **Team Building**

The following board members have completed the annual team-building training:

Adrian Billings  
Rachel Carvajal  
Justin Cross  
Mary McCallister  
Eddie Natera  
Joe Portillo

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The following board members were not members of the board at the time of the annual team- building training and therefore did not attend the training for the year:

Billy Ray Laxton

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### **Additional Continuing Education**

The following board members have completed the additional continuing education requirements:

Adrian Billings  
Rachel Carvajal  
Justin Cross  
Mary McCallister  
Eddie Natera  
Joe Portillo

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The following board members have time remaining to complete the additional continuing education requirements and have not yet scheduled this training:

Billy Ray Laxton

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### **Evaluating Student Academic Performance and Setting Goals**

**NOTE: This training must be completed every two years.**

The following board members have completed the biennial training on evaluating student academic performance and setting goals:

Adrian Billings  
Rachel Carvajal  
Justin Cross  
Billy Ray Laxton  
Mary McCallister  
Eddie Natera  
Joe Portillo

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The following board members have scheduled training to timely complete the biennial training on evaluating student academic performance and setting goals:

None

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The following board members have time remaining to complete the biennial training on evaluating student academic performance and setting goals and have not yet scheduled this training:

None

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**Identifying and Reporting Abuse, Trafficking, and Other Maltreatment of Children**

**NOTE: This training must be completed every two years.**

The following board members have completed the biennial training on identifying and reporting abuse and trafficking:

Adrian Billings  
Rachel Carvajal  
Justin Cross  
Billy Ray Laxton  
Mary McCallister  
Eddie Natera  
Joe Portillo

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**EXCEEDING REQUIRED CONTINUING EDUCATION**

- Board Member Adrian Billings exceeded the required amount of continuing education training by 3.0 hours.
- Board Member Rachel Carvajal exceeded the required amount of continuing education training by .5 hours.
- Board Member Justin Cross is deficient in the required amount of continuing education training.
- Board Member Mary McCallister is deficient in the required amount of continuing education training.
- Board Member Eddie Natera exceeded the required amount of continuing education training by 6.25 hours.
- Board Member Joe Portillo is deficient in the required amount of continuing education training.
- Board Member Billy Ray Laxton has time remaining to complete his required amount of continuing education training.