

STATE OF TEXAS
COUNTIES OF GREGG, RUSK, UPSHUR AND SMITH
KILGORE JUNIOR COLLEGE DISTRICT

The Kilgore Junior College District Board of Trustees met in regular session at 6:30 pm, Tuesday, May 13, 2008, in the Stewart McLaurin Administration Building, 2nd floor, with the following members present:

B. Randell Brint
C.B. "Scooter" Griffin
Charles Hale
Robert "Bob" Heath, President
Will Roberson, Secretary
James N. Walker

Members absent: Fred Parsons, R. E. Spradlin, Larry Woodfin

Bob Heath, President, called the meeting to order at 6:30 p.m. on Tuesday, May 13, 2008, in the Stewart McLaurin Administration Building, 2nd floor.

Section I. On the Agenda was the Call to Order.

Dr. Holda led the invocation and Pledge of Allegiance to the United States of America Flag.

Section II. On the Agenda was Presentation.

- A. Doug Shearer, Roofing Consultant – Storm damage to roofs**
- B. Julie Fowler – update on Industrial Maintenance Program**
- C. Nancy Carter – Faculty Senate/Faculty Salaries**

Section III. On the Agenda was Consent Agenda

- A. To consider approving the minutes of the April 8, 2008 regular board meeting.**
- B. To consider payment of legal fees for services rendered.**

These items are grouped together and do not necessarily need further discussion, although a Board Member may elect to remove an item/s from the Consent Agenda to Action Items for discussion. B. Randell Brint made the motion to approve the consent agendas presented. James Walker seconded the motion. The motion passed unanimously.

Section IV. On the Agenda was Citizen Comments.

There were no citizen comments.

Section V. on the Agenda was Executive Session.

The Board adjourned into Executive Session at 7:33 p.m. May 13, 2008 and reconvened at 9:04 p.m. on May 13, 2008.

Section VI. On the Agenda was Action Items.

- A. To consider approval of personnel items submitted as follows:**
 - 1. Recommendation to accept employee resignations as follows:**
 - a. Police Officer, effective May 31, 2008**
 - b. Early Childhood Instructor, effective July 31, 2008**
 - c. SBDC Training Coordinator, effective May 2, 2008**
 - d. Head Men's Basketball Coach, effective May 31, 2008**

- ~~2. Recommendation for termination of at-will employment as follows:
a. Assistant Registrar, effective May 13, 2008~~

3. Recommendation for employment as follows:
- a. Maintenance Technician, effective April 16, 2008
 - b. Grounds Keeper, effective April 10, 2008
 - c. Head Men's Basketball Coach and Instructor-Kinesiology, effective May 1, 2008
 - d. Department Chair and Instructor-History and Government, effective September 1, 2008
4. Recommendation for change in employment as follows:
- a. From Director of Human Resources to Vice President of Student Development, effective June 1, 2008
 - b. Part-time Administrative Assistant-SBDC Program to Administrative Assistant-SBDC Program, effective May 1, 2008
 - c. Part-time Instructor-Fire Academy to Instructor-Fire Academy and Halliburton Training, effective April 1, 2008
 - d. Director of Student Development and Student Success to Director of Student Development and Athletic director, effective June 1, 2008

Item A2 was removed from the Action Items of the Agenda and was not considered. Will Roberson made the motion to approve items A1, A3, and A4 of the Action Items presented. Scooter Griffin seconded the motion. The motion passed unanimously.

PERSONNEL AGENDA

Kilgore Junior College District
Personnel Agenda
May 13, 2008

1. Recommendation to accept employee resignations as follows:
- A. Mr. Jerry A. Hays, Police Officer, effective May 31, 2008
 - B. Ms. Jennifer F. Franklin, Early Childhood Instructor, effective July 31, 2008
 - C. Mr. Todd G. Long, SBDC Training Coordinator, effective May 2, 2008
 - D. Mr. Scott D. Schumacher, Head Men's Basketball Coach, effective May 31, 2008

- ~~2. Recommendation for termination of at-will employment as follows:~~

~~A. Ms. Autumn B. Hanson, Assistant Registrar, effective May 13, 2008~~

3. Recommendation for employment as follows:

A. **Name:** Mr. John M. Davidson

Position: Maintenance Technician

Education: Carpentry Diploma
Western Dakota Technical Institute
Rapid City, South Dakota

Experience: Custodian
Rapid City Schools

Rapid City, South Dakota; 1998 – 2007

Loader / Inventory Specialist
Metz Baking Sales
Rapid City, South Dakota; 1996 – 1998

Security Police
United States Air Force; 1991 - 1997

Effective Date: April 16, 2008

Salary: \$11.25 per hour plus benefits

Note: Mr. Davidson replaces Billy James who resigned.

B. Name: Mr. James L. Greer

Position: Grounds keeper

Experience: Switchman
Rescar
Longview, Texas; 2006

Longview News Journal
Facilities Maintenance
Longview, Texas; 2005 – 2006

Owner/Landscaper
Nature by Design
Longview, Texas; 2003 - 2004

Effective Date: April 10, 2008

Salary: \$8.25 per hour plus benefits

Note: Mr. Greer replaces Georgelee T. Holt who was terminated.

C. Name: Mr. Brian J. Hoberecht

Position: Head Men's Basketball Coach and Instructor-Kinesiology

Education: Master of Science, Physical Education
Emporia State University
Emporia, Kansas

Bachelor of Science-Health, PE, and Recreation
Southwestern College
Winfield, Kansas

Experience: Head Men's Basketball Coach
Dodge City Community College
Dodge City, Kansas; 2000 - 2008

Assistant Men's Basketball Coach
Dodge City Community College
Dodge City, Kansas; 1997 - 2000

Assistant Men's Basketball Coach
Emporia State University
Emporia, Kansas; 1995 - 1997

Effective Date: May 1, 2008

Salary: \$59,300 for twelve months

D. Name: **Note:** Mr. Hoberecht replaces Scott Schumacher who resigned.
Mr. Donald R. Seals, Jr.

Position: Department Chair and Instructor – History and Government

Education: Ph.D. candidate, American History
University of Mississippi
Oxford, Mississippi

Master of Art, American History
Baylor University
Waco, Texas

Bachelor of Art, American and European History
East Texas Baptist University
Marshall, Texas

Experience: Instructor
Panola College
Carthage, Texas; 2003 - 2008

Teaching Assistant
University of Mississippi
Oxford, Mississippi; 2003

Adjunct Instructor
Panola College; 2002
East Texas Baptist University; 2001 - 2002

Effective Date: September 1, 2008

Salary: \$51,817 for ten and one-half months

Note: Mr. Seals replaces Ayo Ogundele who resigned.

3. Recommendation for change in employment as follows:

A. Name: Mr. Michael W. Jenkins

Old Position: Director of Human Resources

New Position: Vice President of Student Development

Education: Doctorate in Business Administration – ABD
Northcentral University
Prescott Valley, Arizona

Master of Business Administration
University of Texas at Tyler
Tyler, Texas

Bachelor of Business Administration
Baylor University
Waco, Texas

Experience: Director of Human Resources
Kilgore College
Kilgore, Texas; 1994 – 2008

Coordinator of Job Training Programs
Kilgore College
Longview, Texas; 1991 – 1994

Effective Date: June 1, 2008

Old Salary: \$77,959 for 12 months, plus longevity pay

New Salary: \$93,915 for 12 months, plus longevity pay

Note: Mr. Jenkins replaces David Castles who is retiring.

B. Name: Ms. Barbara J. Mizell

Old Position: Part time Administrative Assistant – SBDC Program

New Position: Administrative Assistant – SBDC Program

Experience: Part Time Administrative Assistant - SBDC
Kilgore College - Longview
Longview, Texas; 1998 – 2008

Administrative Assistant – SBDC
Kilgore College - Longview
Longview, Texas; 1987 – 1997

Effective Date: May 1, 2008

Old Salary: \$11.25 per hour

New Salary: \$944.53 per pay period which is equivalent to a 12 month salary of \$22,669

Note: This is a grant funded position.

C. Name: Mr. Bobby D. O'Connor

Old Position: Part time Instructor – Fire Academy

New Position: Instructor – Fire Academy and Halliburton Training

Experience: Part Time Instructor
Kilgore College
Kilgore, Texas; 1992 – 2008

Kilgore Fire Department

Kilgore, Texas; 1980 – 2007

Effective Date: April 1, 2008

Old Salary: \$15 - 20 per hour, depending upon course

New Salary: \$2,049.20 per pay period for 5 months, plus benefits

Note: This is a new position with continued employment contingent upon adequate course demand.

D. Name: Mr. Jimmy A. Rieves

Old Position: Director of Student Development and Student Success

New Position: Director of Student Development and Athletic Director

Education: Masters of Education
Bachelor of Science in Education
University of Mississippi
Oxford, Mississippi

Experience: Director of Student Development and Student Success
Kilgore College
Kilgore, Texas; 2007 – 2008

Head Football Coach and Instructor of Kinesiology
Kilgore College
Longview, Texas; 2000 - 2007

Assistant Football Coach and Instructor of Kinesiology
Kilgore College
Longview, Texas; 1997 – 1999

Effective Date: June 1, 2008

Old Salary: \$59,123 for 12 months, plus \$750 in longevity pay

New Salary: \$59,123 for 12 months, plus longevity pay and a PPA for Athletic Director duties of \$10,500

Note: Mr. Rieves assumes the duties of athletic director.

NOTE: Item 2 was removed from the Personnel Agenda.

5. Recommendation for Approval of 2008-2009 Faculty, Staff and Administrative Salaries and Authorization to Issue Appropriate Employment Contracts as Provided.

Charlie Hale made the motion to approve Action Item A5. B. Randell Brint seconded the motion. The motion passed unanimously.

B. To consider a quit claim deed to the City of Kilgore for property on State Highway 31 West (*exhibit #1*)

James Walker made the motion to approve Action Item B. Charlie Hale seconded the motion. The motion passed unanimously.

EXHIBIT #1

After recording, please return to:
City of Kilgore
P.O. Box 990
Kilgore, TX 75663

NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OR ALL OF THE FOLLOWING INFORMATION FROM ANY INSTRUMENT THAT TRANSFERS AN INTEREST IN REAL PROPERTY BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER

QUITCLAIM DEED
Gregg County, Texas

Date: _____, 2008

Grantor: City of Kilgore, Trustee for the use and benefit of itself, Kilgore ISD, Kilgore Jr. College District and Gregg County, Texas
P.O. Box 990
Kilgore, TX 75663

Grantee: City of Kilgore
P.O. Box 990
Kilgore, TX 75663

Consideration: Use of the Property in a manner that promotes a public purpose of the City of Kilgore

Property:

All that certain tract or parcel of land BEGINNING on the NE1/4 of the Bonner-Williams Shelf Lease 37 1/2 acre tract, said point being 825 ft. from the NEC of said 37 1/2 acre tract;

THENCE S 181 ft. to corner of Highway No. 31;

THENCE with said Highway in a westerly direction 175 ft. to corner;

THENCE N. and parallel with the E. line of this lot, 246 ft to corner on EBL of said 37 1/2 acre tract;

THENCE W. with said NE1/4 188 ft. to the place of beginning; said tract bounded on South by Highway No. 31; on West by Davis Tract; and on N. by Alexander;

Together with of improvements and the contents thereof upon such premises.

Being all of the property acquired by the City of Kilgore as Trustee for Grantors herein by Sheriff's Tax Deed dated January 14, 2008, recorded in the Real Property Records of Gregg County, Texas under GCC 200302784.

For the Consideration, Grantor Quitclaims to Grantee all of Grantors right, title and interest in and to the Property, to have and to hold it to Grantee, Grantee's heirs, executors, administrators, successors or assigns. Neither Grantor nor Grantor's heirs, executors, administrators, successors or assigns shall have, claim or demand any right or title to the Property or any part of it.

When the context requires, single nouns and pronouns include the plural.

City of Kilgore

By: 

Joe T. Parker, Mayor

EXHIBIT #1 Continued

Gregg County

By: _____
Its: _____

Kilgore Independent School District

By: _____
Its: _____

Kilgore Jr. College

By: _____
Its: _____

GRANTOR

THE STATE OF TEXAS §
COUNTY OF GREGG §

This instrument was subscribed, sworn and acknowledged before me on this the 22nd day of April, 2008, by Joe T. Parker, Mayor of the City of Kilgore.

My Commission Expires: 7-17-09

THE STATE OF TEXAS §
COUNTY OF GREGG §

This instrument was subscribed, sworn and acknowledged before me on this the _____ day of _____, 2008, by _____ of Gregg County.

My Commission Expires: _____

THE STATE OF TEXAS §
COUNTY OF GREGG §

This instrument was subscribed, sworn and acknowledged before me on this the _____ day of _____, 2008, by _____ of Kilgore Independent School District.

My Commission Expires: _____

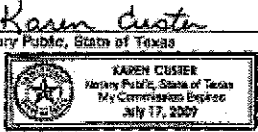
THE STATE OF TEXAS §
COUNTY OF GREGG §

This instrument was subscribed, sworn and acknowledged before me on this the _____ day of _____, 2008, by _____ of Kilgore Jr. College.

My Commission Expires: _____

FRONTIERPUBLIC.Dead2.aspx

2-



VII. DISCUSSION ITEMS

A. Budget Reports

Duane McNaney was available to answer questions from the Board members.

B. Quarterly Investment Reports

Duane McNaney was available to answer questions from the Board members.

Section VIII. On the Agenda was Board Comments.

There were no Board comments.

Section IX. On the Agenda was Administration Comments.

Dr. Holda thanked the Board for their hard work and commitment to Kilgore College.

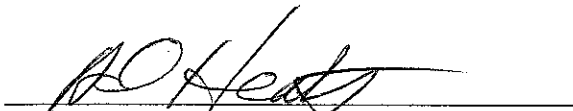
Section X. On the Agenda was Adjournment.

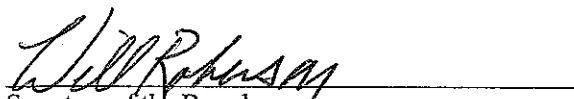
The meeting adjourned at 9:20 p.m.

Respectfully submitted,



Nancy Law, Recording Secretary
Kilgore College Board of Trustees



President of the Board

Secretary of the Board