



Agenda of Regular Board Meeting

The Board of Trustees Kilgore Junior College District

A Regular Board Meeting of the Board of Trustees of Kilgore Junior College District will be held December 14, 2020, beginning at 6:30 PM in the via Teleconference
1100 Broadway
Kilgore, TX 75662.

Due to health and safety concerns related to the COVID-19 coronavirus, this meeting will be conducted by teleconference. At least a quorum of the board will be participating by teleconference call in accordance with the provisions of Sections 551.122 or 551.127 of the Texas Government Code that have not been suspended by order of the governor.

Members of the public may access this meeting as follows: You can join the Zoom Meeting by clicking on link beginning at 6:00pm.

Topic: December 14th Board Meeting 6:30

Time: Dec 14, 2020 06:00 PM Central Time (US and Canada) You can join online at 6 PM.

Join Zoom Meeting

<https://zoom.us/j/98914432432?pwd=Ni9WVfdDRmdwVGpZMEJ2RWNFY2Rsdz09>

Meeting ID: 989 1443 2432

Passcode: 728722

One tap mobile

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Dial by your location

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Meeting ID: 989 1443 2432

Find your local number: <https://zoom.us/u/abqli7Ev1O>

Public comments related to this meeting will be handled as follows: The presiding officer of the board will admonish all attendees to mute themselves until such time as public comment is requested. Any individual who speaks during the public comments section must identify themselves by name prior to speaking.

Members of the public who desire to address the board regarding an item on this agenda must comply with the following registration procedures: All public comment participants must make themselves known, along with the subject and/or agenda item being addressed, through the teleconference before the start of the meeting.

The open portions of this meeting will be recorded and made available to the public on the Kilgore College website.

The subjects to be discussed or considered or upon which any formal action may be taken are listed below. Items do not have to be taken in the same order as shown on this meeting notice.

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1. CALL TO ORDER

Presenter: Joe Carrington

A. Suspended Open Meetings Act Laws

Presenter: Joe Carrington

2. PRESENTATIONS

A. Swearing in of KC Board of Trustees Member Kelvin Darden - Lon Ford, Board Secretary

Presenter: Lon Ford

B. Board Spotlight - 10 Year Certificate of Appreciation - Joe Carrington

Presenter: Larry Woodfin

3. PUBLIC COMMENT

4. CONSENT AGENDA

Presenter: Joe Carrington

A. To consider approving the minutes of the September 14, 2020 and October 26, 2020 board meetings

B. To consider approval of personnel items submitted as follows:

1. Recommendation to accept employee resignations as follows:

a. Director of ERP Innovation & Development, effective September 11, 2020 after one year and seven months of service

b. Professional Support Assistant - Financial Aid, effective October 20, 2020 after one year and one month of service

c. Automotive Technology Lead Instructor, effective December 31, 2020 after eight years of service

2. Recommendation to accept employee retirement as follows:

a. English Instructor, effective January 8, 2021 after fifty-one years of service

- b. Executive Assistant - VP of Student Development, effective December 31, 2020 after sixteen years of service
 - c. Support Specialist - Mail Services, effective January 29, 2021 after thirty-one years and five months of service
 - d. Printing Supervisor, effective December 31, 2020, after twenty-seven years of service
 - e. Mathematics Instructor, effective August 31, 2021 after seven years of service
- 3. Recommendation for approval of faculty contracts as follows:**
- a. Head Football Coach and Kinesiology Instructor, based upon the approved faculty salary schedule for the period of January 1, 2021 - December 31, 2021
 - b. Assistant Football Coach and Kinesiology Instructor, based upon the approved faculty salary schedule for the period of January 1, 2021 - December 31, 2021
- 4. Recommendation to change employment as follows:**
- a. Copy Technician - Print Shop to Supervisor - Print Shop, effective January 1, 2021
- 5. Recommendation of employment as follows:**
- a. Director of High School Student Success, Institutional Planning, effective October 1, 2020 (Grant Funded)
 - b. Vocational Nursing Instructor, Science & Health Sciences, effective October 19, 2020
 - c. eLearning Student Support Coordinator, Title III, effective October 16, 2020 (Grant Funded)
 - d. Associate Degree Nursing Instructor, Science & Health Sciences, effective October 16, 2020
 - e. High School Based Success Coach/Advisor, Institutional Planning, effective November 2, 2020 (Grant Funded)
 - f. Success Coach/Advisor - High School Based, Institutional Planning, effective November 2, 2020 (Grant Funded)
 - g. Success Coach/Advisor - High School Based, Institutional Planning, effective November 2, 2020 (Grant Funded)
 - h. Success Coach/Advisor - High School Based, Institutional Planning, effective November 2, 2020 (Grant Funded)
 - i. Coordinator of Verification & Account Specialist, Financial Aid, effective November 23, 2020
 - j. Professional Support Assistant - Records & Reports Specialist, Registrar, Student Development, effective December 1, 2020
 - k. EDUC Instructor & Assistant Football Coach, Student Development, effective January 1, 2021 - June 30, 2021
 - l. Graphics Designer & Print Shop Assistant, Student Development, effective January 1, 2021
 - m. Instructor, A/C & Refrigeration Technology, Public Services & Industrial Technology, effective January 1, 2021
 - n. Police Officer, KCPD, effective January 1, 2021
 - o. Vocational Nursing Instructor, Science & Health Sciences, effective January 1, 2021

p. Cashier, Business Office, effective January 1, 2021

q. Dean of Business & Information Technology, effective January 1, 2021

C. To consider payment of legal fees

5. EXECUTIVE SESSION

Adjournment into executive session pursuant to Texas Government Code Sections 551.071 - 551.084, the Open Meetings Act, for the following purposes:

PERSONNEL: (Government Code 551.074) Consideration of personnel matters including the appointment, employment, evaluation, reassignment, resignation, retirement, duties, discipline or dismissal of a public officer or employee.

LEGAL: (Government Code 551.071) Consultation with the Board's attorney to receive legal advice.

REAL ESTATE: (Government Code 551.072) To deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the board's position in negotiations with a third person.

6. BOARD COMMITTEE REPORTS & ACTION ITEMS

A. Investment/Finance/Audit Committee - Larry Woodfin, Chair

1. ACTION ITEM: To consider re-adopting the Kilgore College Tax Abatement Guidelines

2. INFORMATION ITEM: Financial Update

3. INFORMATION ITEM: Public Funds Investment Act (PFIA) Investment Report - Quarter 1

Presenter: Dawn Jones

B. Policy & Personnel Committee - Lon Ford, Chair

1. ACTION ITEM: To consider annual review and approval of the Kilgore College Mission Statement

Presenter: Dr. Staci Martin

2. ACTION ITEM: To consider approval of the Alcohol and Substance Abuse Policy

Presenter: Dr. Mike Jenkins

3. ACTION ITEM: To consider appointing Nancy Law as the authority performing the duties of Election Official of the Board of Trustees during the 2021 election period

4. ACTION ITEM: To consider calling the Kilgore Junior College District Trustee general election set for May 1, 2021

5. ACTION ITEM: To consider approving Joint Election Agreements

a. City of Kilgore

b. City of Gladewater

6. INFORMATION ITEM: Board Training Report

Presenter: Nancy Law

C. Property & Facilities Committee - Jon Rowe, Chair

1. ACTION ITEM: To consider accepting an offer from the Gregg Baptist Association to purchase approximately 364 square feet/.008 acres of Kilgore College property directly abutting their lot at 805 Nolen Street as allowed by Texas

Local Government Code 272.001(b) and to grant authority to the College President to sign all necessary documents as an agent/representative of the College related to the conveyance of such property.

D. Student Success Committee - Janice Bagley, Chair

1. ACTION ITEM: To consider closure of the Auto Body Technology Program

Presenter: Dr. Mike Turpin

2. INFORMATION ITEM: CEO's Annual Title IX Report

Presenter: Dr. Mike Jenkins

3. INFORMATION ITEM: 2020 Kilgore College Annual Security and Fire Safety Report

Presenter: Dr. Mike Jenkins

7. ADJOURNMENT