

Agenda of Teleconference Board Meeting

The Board of Trustees Kilgore Junior College District



A Teleconference Board Meeting of the Board of Trustees of Kilgore Junior College District will be held August 24, 2020, beginning at 6:30 PM in the via Teleconference.

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: Kilgore College Teleconference Board Meeting
Time: Aug 24, 2020 06:00 PM Central Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/93181040780?pwd=N1lJMjJlL2FCSlZuUUUp6Uk4zaDI1dz09>

Meeting ID: 931 8104 0780

Passcode: 167111

One tap mobile

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Dial by your location

+1 346 248 7799 US (Houston)

+1 408 638 0968 US (San Jose)

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+1 646 876 9923 US (New York)

+1 301 715 8592 US (Germantown)

Meeting ID: 931 8104 0780

Find your local number: <https://zoom.us/u/a1Gxen9ul>

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

A. Suspended Meetings Act Laws

2. PRESENTATIONS

A. Swearing-In of KC Board of Trustees member, Travis Martin - Lon Ford, Board Secretary

Presenter: Lon Ford

3. PUBLIC COMMENT

4. CONSENT AGENDA

Presenter: Joe Carrington

A. To consider approving the minutes of the June 8, 2020 teleconference board meeting

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

1. Recommendation to accept employee resignations as follows:

- a. Biology Instructor, effective July 13, 2020 after four years and ten months of service
- b. eLearning Student Support Coordinator, effective August 14, 2020 after two years of service (Title III Grant Funded)
- c. Director of Adult Education & Literacy, effective August 31, 2020 after three years and three months of service
- d. LVN Instructor, effective August 31, 2020 after two years and eleven months of service
- e. Government Instructor, effective August 31, 2020 after ten years of service
- f. Professional Support Assistant, Registrar, Records & Reports, effective October 16, 2020 after three years and one month of service
- g. LVN Instructor, effective August 14, 2020, after three years of service

2. Recommendation to accept employee retirement as follows:

- a. Vocational Nursing Instructor, effective December 31, 2020 after seven years and four months of service
- b. Dean of Business & Information Technology, effective September 30, 2020 after twenty-six years and eight months of service
- c. Associate Degree Nursing Instructor, effective August 31, 2020, after eight years of service

- d. HVAC Instructor, effective August 31, 2020 after fifteen years and two months of service
- e. English Instructor, effective August 31, 2020 after twenty-nine years of service
- 3. **Recommendation to terminate employment as follows:**
 - a. Assistant Fitness Center Manager, effective June 8, 2020
- 4. **Recommendation for non-renewal of employment contract as follows:**
 - a. English Instructor, effective August 31, 2020
- 5. **Recommendation to change employment as follows:**
 - a. Journalism Instructor and Flare Advisor to Coordinator of Marketing Operations and Outreach, effective September 1, 2020
 - b. Assistant Women's Softball Coach to Kinesiology Instructor and Interim Women's Head Softball Coach
- 6. **Recommendation of employment as follows:**
 - a. Project Coach, Early Childhood, Arts & Mathematical Sciences, effective July 1, 2020 (Grant Funded)
 - b. Campus Life Specialist, Gussie Nell Davis/Rangerette Dorm, Student Development, effective July 1, 2020
 - c. Interim Kinesiology Instructor & Athletic Trainer, Science & Health Sciences, effective July 1, 2020
 - d. Interim Psychology Instructor, Arts & Mathematical Sciences, effective September 1, 2020

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. INFORMATION ITEM: Financial Update
- 2. ACTION ITEM: To consider granting the College President the authority to enter contract negotiations with Gan-Smith Insurance Agency, a vendor who responded to RFP 2020 BU012 Commercial Insurance Provider
- 3. ACTION ITEM: To consider and set the tax rate for tax year 2020(FY2021 budget)

B. Policy & Personnel Committee - Lon Ford, Chair

- 1. ACTION ITEM: To consider approval of policies
 - a. Americans with Disabilities Act: Employees & Job Applicants Policy

- b. Employee Nondiscrimination and Grievance Policy
- c. Protocol for Suspected/Confirmed Student/Visitor Cases of COVID-19 (update to previously approved policy)
- d. Student Nondiscrimination and Student Grievance Policy
- 2. INFORMATION ITEM: Consulting Contract for Infection Remediation and Mitigation Services
- C. Property & Facilities Committee - Jon Rowe, Chair
 - 1. INFORMATION ITEM: COVID-19 Personal Protection and Cleaning Supplies
- D. Student Success Committee - Janice Bagley, Chair
 - 1. INFORMATION ITEM: NJCAA/KC Athletic Program Updates
- 7. **TRUSTEE VACANCY**
Presenter: Joe Carrington
- 8. **ADJOURNMENT**