

**KILGORE COLLEGE
KILGORE JUNIOR COLLEGE DISTRICT
OFFICE OF THE PRESIDENT
KILGORE, TEXAS
AGENDA
NOTICE OF MEETING OF THE BOARD OF TRUSTEES
2nd FLOOR
STEWART MCLAURIN ADMINISTRATION BUILDING**

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| Prior to the meeting | 5:30 p.m. | Monday, June 8, 2015 |
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I. DINNER

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| Items of Business | 6:30 p.m. | Monday, June 8, 2015 |
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I. CALL TO ORDER

- A. Invocation and Pledge of Allegiance

II. PRESENTATION

- A. Swearing in of KC Board of Trustee Members Lon Ford, Karol Pruett, Cecelia Sanders and James Walker
- B. East Texas Energy Symposium – Mark Goloby

III. ACTION ITEM

- A. To determine method of nomination of board officers
- B. To consider election of board officers

IV. CITIZENS COMMENTS

V. CONSENT AGENDA

- A. To consider approving the minutes of the April 13, 2015 and May 8, 2015 regular board meetings and the May 19, 2015 special called meeting to canvas the result of the May 9, 2015 election.
- B. To consider re-adopting the Kilgore College Tax Abatement Guidelines - *Exhibit #1*
- C. To consider approval of personnel items submitted as follows:

1. Recommendation to accept employee resignations as follows:

- A. Police Officer, effective April 23, 2015 after six months of service
- B. Assistant Women's Basketball Coach, effective May 7, 2015 after one year and nine months of service
- C. Support Specialist – LVN, effective May 29, 2015 after eighteen years and eight months of service
- D. Vocational Nursing Instructor, effective May 31, 2015 after nine months of service
- E. Assistant Women's Softball Coach, effective May 31, 2015 after two years of service

2. Recommendation to accept a one year leave of absence as follows:

- A. Government Instructor, effective May 31, 2015 after one year and nine months of service

3. Recommendation for renewal of faculty contracts as follows:

- A. Head Women's Softball Coach, based upon the approved faculty salary schedule for the period of June 1, 2015 – May 31, 2016

4. Recommendation to make payment in excess of employee's contractual amount for extra hours worked on Jenzabar conversion:

- A. Director of Admissions & Registrar
- B. Director of Information Technology
- C. Computer Programmer & System Specialist
- D. Director of Financial Aid
- E. Assistant Director of Financial Aid
- F. Assistant Registrar
- G. Systems Administrator
- H. Director of Workforce Development

5. Recommendation to change employment as follows:

- A. Maintenance Technician II to Museum Technician, effective June 1, 2015

6. Recommendation for employment as follows:

- A. Instructor, Kinesiology & Head Women's Basketball Coach – Math, Science & Health Sciences, effective April 16, 2015
- B. Police Officer, KCPD, effective, May 18, 2015
- C. Administrative Coordinator - Small Business Development Center, effective June 1, 2015
- D. Instructor, Vocational Nursing - KC-Longview Campus, effective May 11, 2015
- E. Instructor, Corrosion - Business, Technology & Public Services, effective September 1, 2015
- F. Instructor, History - Liberal & Fine Arts, effective September 1, 2015
- G. Instructor, Government - Liberal & Fine Arts, effective September 1, 2015
- H. Instructor, English – Liberal & Fine Arts, effective September 1, 2015

C. To consider payment of legal fees for services rendered.

VI. EXECUTIVE SESSION

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

"The Board has adjourned to executive session at _____ p.m. on **June 8, 2015.**"

PERSONNEL: (Government Code 551.074)

LEGAL: (Government Code 551.071)

REAL ESTATE: (Government Code 551.072)

- 1. Various properties in Longview on South, Center, Cotton and College Streets

RECONVENING IN OPEN MEETING

"The Board has reconvened in open session at _____ p.m. on **June 8, 2015.**"

IF, DURING THE COURSE OF THE MEETING COVERED BY THIS NOTICE, THE BOARD SHOULD DETERMINE THAT A CLOSED OR EXECUTIVE MEETING OR SESSION OF THE BOARD SHOULD BE HELD OR IS REQUIRED IN RELATION TO ANY ITEM INCLUDED IN THIS NOTICE, THEN SUCH CLOSED OR EXECUTIVE MEETING OR SESSION AS AUTHORIZED BY SECTION 551.001 ET SEQ. OF THE TEXAS GOVERNMENT CODE (THE OPEN MEETINGS ACT) WILL BE HELD BY THE BOARD AT THAT DATE, HOUR AND PLACE GIVEN IN THIS NOTICE OR AS SOON AFTER THE COMMENCEMENT OF THE MEETING COVERED BY THIS NOTICE AS THE BOARD MAY CONVENIENTLY MEET IN SUCH CLOSED OR EXECUTIVE MEETING OR SESSION CONCERNING ANY AND ALL SUBJECTS AND FOR ANY AND ALL PURPOSES PERMITTED BY SECTIONS 551.071-551.084, INCLUSIVE, OF THE OPEN MEETINGS ACT.

Should any final action, final decision, or final vote be required in the opinion of the Board with regard to any matter considered in such closed or executive meeting or session, then such final action, final decision, or final vote shall be at either:

- a. the open meeting covered by this notice upon the reconvening of this public meeting, or
- b. at a subsequent public meeting of the Board upon notice thereof, as the Board shall determine.

VII. ACTION ITEMS

- A. To consider authorizing KC Administration to proceed with the purchase of property in Longview, TX as discussed in Executive Session
- B. To consider approving a tax abatement for Skeeter Products, Inc. – *Exhibit #2*
- C. To consider extending the bank depository contract for the period September 1, 2015 through August 31, 2017 – *Exhibit #3*
- D. To consider approving engagement letter from Henry & Peters, PC for the audit of FY2015 – *Exhibit #4*
- E. To consider a resolution by Smith County Appraisal District approving the addition of square footage and improvements to its current office – Michael Barnett, Chief Appraiser or Carol Pianta, Director of Operations and Board of Directors Chair, Pat Pinkerton-Walker (all from Smith County Appraisal District) – *Exhibit #5*
- F. To consider a 50% historical property tax exemption for the Dr. E.L. and Nancy Walker Recorded Historic Texas Landmark home in Gladewater, Texas owned by Matthew and Memori Ruesing – *Exhibit #6*

VIII. BOARD DISCUSSION ITEMS

- A. Recommendation to “immediately remove all known potentially dangerous asbestos containing material” from campus – Trustee Brian Nutt

IX. ADMINISTRATIVE DISCUSSION ITEMS

- A. Budget Reports – Duane McNaney
- B. Quarterly Budget Adjustments – Duane McNaney

X. ADMINISTRATION COMMENTS

- A. Upcoming Dates and Events – Dr. Bill Holda
- B. Reports on recent college happenings – Dr. Bill Holda

XI. ADJOURNMENT