

**KILGORE COLLEGE
KILGORE JUNIOR COLLEGE DISTRICT
OFFICE OF THE PRESIDENT
KILGORE, TEXAS
AGENDA
NOTICE OF MEETING OF THE BOARD OF TRUSTEES
1st and 2nd FLOOR
STEWART MCLAURIN ADMINISTRATION BUILDING**

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| Items of Business | 6:30 p.m. | Monday, December 16, 2013 |
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I. CALL TO ORDER

- A. Invocation and Pledge of Allegiance

II. CITIZEN COMMENTS

III. PRESENTATION

- A. Certificate of Appreciation (Bob Heath 10 years of service)

IV. CONSENT AGENDA

- A. To consider approving the minutes of the November 11, 2013 regular board meeting.
- B. To consider approving the minutes of the December 2, 2013 Property Committee meeting.
- B. To consider approval of personnel items submitted as follows:
 - 1. 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, 2014 – December 31, 2014
 - b. Assistant Football Coach and Kinesiology Instructor, based upon the approved faculty salary schedule for the period of January 1, 2014 – December 31, 2014
 - 2. Recommendation of employment as follows:**
 - a. Police Officer, KCPD, effective December 1, 2013
 - b. Instructor, Occupational Safety & Health Technology, effective January 1, 2014
 - c. Instructor, Theater, effective January 1, 2014
- C. To consider payment of legal fees for services rendered.

V. ACTION ITEMS

- A. To consider approval of external audit reports for Fiscal Year 2013 – *Exhibit #1* (Presentation by Henry & Peters)
- B. To consider reaffirming the Board's delegation to the President and Chief Financial Officer for the signing of contracts and serving as the official representatives with foundations and grantors, as delineated in Sec. 44.0312 of the Education Code
- C. To consider setting the time limit at 36 hours during a 12-month period as permitted in Texas Government Code Section 552.275, to allow the institution to charge for information requests that require large amounts of personnel time
- D. To consider approval of contracting with Jenzabar for a new software system, implementation and maintenance – *Exhibit #2*

Individuals available to provide information on item D:
Ms. Barbara Brown of Brown, Hendrix and Associates

- E. To consider approval of a sub-lease with Allegiance Specialty Hospital – *Exhibit #3*
- F. To consider approval of a survivability agreement with the City of Kilgore – *Exhibit #4*
- G. To consider approval of a guaranteed maximum price for the renovation of Laird Hospital for the expansion of Kilgore College health programs – *Exhibit #5*

Individuals available to provide information on items E, F & G:
Ms. Sherry Bustin, CEO, Allegiance Specialty Hospital, Kilgore
Mr. Scott Sellers, City Manager, City of Kilgore
Mr. Mike Tucker, Principle and Co-owner, Transet, Co.

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 **December 16, 2013.**"

PERSONNEL: (Government Code 551.074)

LEGAL: (Government Code 551.071)

For the purpose of a private consultation with the Board's attorney on any or all subjects or matters authorized by law.

REAL ESTATE: (Government Code 551.072)

RECONVENING IN OPEN MEETING

"**The Board has reconvened in open session at _____ p.m. on December 16, 2013.**"

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. ADMINISTRATIVE DISCUSSION ITEMS

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

VIII. ADMINISTRATION COMMENTS

- A. Board Training Report – Nancy Law

XI. ADJOURNMENT