

# Minutes of Special Board Meeting/Presidential Search #4

## The Board of Trustees Kilgore College



A Special Board Meeting of the Board of Trustees of Kilgore College was held on March 16, 2026, at 5:15 PM on the 2nd floor of the Stewart McLaurin Administration Building, 895 Ross Ave., Kilgore, TX 75662 with the following members present:

Josh Edmonson, President  
Janice Bagley, Vice President  
Kelvin Darden  
Jennifer Hattaway (Sworn in at beginning of meeting)  
Jeanne Johnson  
Travis Martin  
Jason Steele  
Erin Yohn

Absent: Gina DeHoyos

### 1. CALL TO ORDER

**Presenter:** Mr. Josh Edmonson, President

A. Invocation

**Presenter:** Ms. Janice Bagley

B. Pledge of Allegiance

**Presenter:** Mr. Josh Edmonson

### 2. INSTALLATION OF NEW BOARD MEMBER

**Presenter:** Mrs. Karen Scibona

A. Statement of Officer: Mrs. Jennifer Hattaway – *Appendix A*

B. Oath of Office: Mrs. Jennifer Hattaway – *Appendix B*

C. Resolution R-2026-6 Appointing Jennifer Hattaway to the Kilgore College Board of Trustees – *Appendix C*

### 3. EXECUTIVE SESSION at 5:25pm

*Adjournment to Executive Session pursuant to Texas Government Code Section 551.074 of the Open Meetings Act for the following purpose:*

To discuss and review applicants for the position of President of Kilgore College.

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

**Presenter:** Mr. Josh Edmonson

**Ms. Janice Bagley moved to adjourn to Executive Session Session at 5:25pm pursuant to Texas Government Code Section 551.074 of the Open Meetings Act to discuss and review applicants for the position of President of Kilgore College. Ms. Erin Yohn seconded the motion. The motion passed unanimously.**

#### **4. RETURN TO OPEN SESSION AT 6:23PM**

**Ms. Janice Bagley moved to return to Open Session. Ms. Erin Yohn seconded the motion. The motion was passed unanimously and the board returned to Open Session at 6:23pm**

**5. ACTION ITEM:** To consider approval of the recommendations from the Presidential Search Committee outlining the candidates that will move forward in the search for the next President of Kilgore College.

**Presenter:** Mr. Josh Edmonson

**Mr. Josh Edmonson moved to modify the recommendations of the Presidential Search Committee and to bring forward two finalists in the search for the next President of Kilgore College. Mr. Jason Steele seconded the motion. The motion passed unanimously.**

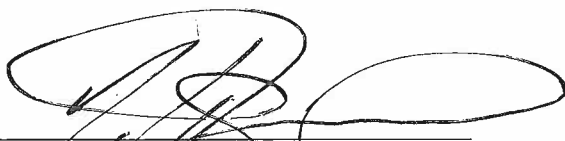
#### **6. ADJOURNMENT**

**Ms. Janice Bagley moved to adjourn the meeting. Mr. Kelvin Darden seconded the motion. The motion was passed unanimously and the board adjourned at 6:25pm.**

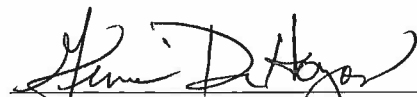
Respectfully submitted,



Karen Scibona, Recording Secretary  
Kilgore College Board of Trustees



President, Kilgore College Board of Trustees



Secretary, Kilgore College Board of Trustees

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Form #23-3 Rev. 09/2023  
Submit to:  
SECRETARY OF STATE  
Government Filings  
Section P O Box 12887  
Austin, TX 78711-2887  
512-463-6334  
512-463-5569 - Fax  
Filing Fee: None



**STATEMENT OF OFFICER**

**Statement**

I, Jennifer Hattaway, do solemnly swear (or affirm) that I have not directly or indirectly paid, offered, promised to pay, contributed, or promised to contribute any money or thing of value, or promised any public office or employment for the giving or withholding of a vote at the election at which I was elected or as a reward to secure my appointment or confirmation, whichever the case may be, so help me God.

Title of Position to Which Elected/

Kilgore College Board of Trustees, Central Zone,

Appointed: Voting Unit #3, Place 6

**Execution**

Under penalties of perjury, I declare that I have read the foregoing statement and that the facts stated therein are true.

Date: 03/16/2026

Jennifer Hattaway  
Signature of Officer

**Form 23-3 - Statement of Officer  
(General Information)**

The attached form is designed to meet minimal constitutional filing requirements pursuant to the relevant provisions. *This form and the information provided are not substitutes for the advice and services of an attorney.*

**Execution and Delivery Instructions**

A Statement of Officer required to be filed with the Office of the Secretary of State is considered filed once it has been received by this office.

**Mail:** P.O. Box 12887, Austin, Texas 78711-2887.

**Overnight mail or hand deliveries:** James Earl Rudder Officer Building, 1019 Brazos, Austin, Texas 78701.

**Fax:** (512) 463-5569.

**Email:** Scanned copies of the executed Statement may be sent to [register@sos.texas.gov](mailto:register@sos.texas.gov)

*NOTE: The Statement of Officer form, commonly referred to as the "Anti-Bribery Statement," must be executed and filed with the Office of the Secretary of State before taking the Oath of Office (Form 2204).*

**Commentary**

Article XVI, section 1 of the Texas Constitution requires all elected or appointed state and local officers to take the official oath of office found in section 1(a) and to subscribe to the anti-bribery statement found in section 1(b) before entering upon the duties of their offices.

Elected and appointed state-level officers required to file the anti-bribery statement with the Office of the Secretary of State include members of the Legislature, the Secretary of State, and all other officers whose jurisdiction is coextensive with the boundaries of the state or who immediately belong to one of the three branches of state government. Questions about whether a particular officer is a state-level officer may be resolved by consulting relevant statutes, constitutional provisions, judicial decisions, and attorney general opinions. For more information, see Op. Tex. Att'y Gen. No. JC-0575 (2002) (determining the meaning of "state officer" as it is used in Article XVI).

Effective September 1, 2017, Senate Bill 1329, which was enacted by the 85<sup>th</sup> Legislature, Regular Session, amended chapter 602 of the Government Code to require the following judicial officers and judicial appointees to file their oath and statement of officer with the secretary of state:

Officers appointed by the supreme court, the court of criminal appeals, or the State Bar of Texas; and Associate judges appointed under Subchapter B or C, Chapter 201, Family Code.

Local officers must retain the signed anti-bribery statement with the official records of the office. *As a general rule, city and county officials do not file their oath of office with the Secretary of State— these officials file at the local level. The Legislature amended the Texas Constitution, Article 16, Section 1, in November 2001 to no longer require local level elected officials to file with our office. **The Office of the Secretary of State does NOT file Statements or Oaths from the following persons:** Assistant District Attorneys; City Officials, including City Clerks, City Council Members, Municipal Judges, Justices of the Peace, and Police/Peace Officers; Zoning/Planning Commission Members; County Officials, including County Clerks, County Commissioners, County Judges, County Tax Assessors, and District Clerks; and Officials of Regional Entities, such as, Appraisal Review Districts, Emergency Service Districts, and School Districts (ISD's).*

*Questions about this form should be directed to the Government Filings Section at (512) 463-6334 or [register@sos.texas.gov](mailto:register@sos.texas.gov)*

Revised 09/2023

Form #2204 Rev 9/2017

This space reserved for office use

Submit to:  
SECRETARY OF STATE  
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Austin, TX 78711-2887  
512-463-6334  
FAX 512-463-5569  
Filing Fee: None



OATH OF OFFICE

IN THE NAME AND BY THE AUTHORITY OF THE STATE OF TEXAS,  
I, Jennifer Hattaway, do solemnly swear (or affirm), that I will faithfully  
execute the duties of the office of Kilgore College Board of Trustees of  
the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws  
of the United States and of this State, so help me God.

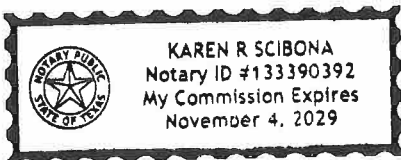
J Hattaway  
Signature of Officer

Certification of Person Authorized to Administer Oath

State of Texas

County of Gregg

Sworn to and subscribed before me on this 16th day of March, 2026.



Karen Scibona  
Signature of Notary Public

Karen R. Scibona  
Printed or Typed Name

**KILGORE JUNIOR COLLEGE DISTRICT  
BOARD OF TRUSTEES  
RESOLUTION NO. R-2026-6**

**A RESOLUTION APPOINTING JENNIFER HATTAWAY TO  
THE KILGORE COLLEGE BOARD OF TRUSTEES**

**WHEREAS**, the Kilgore College Board of Trustees recognizes the importance of community-rooted leadership and experience in education to prepare students for success and focus on the mission of the College; and

**WHEREAS**, Jennifer Hattaway, has demonstrated a strong commitment to public service, higher education, and professional excellence in her current role as High School Counselor **at Kilgore High School since 2012** and

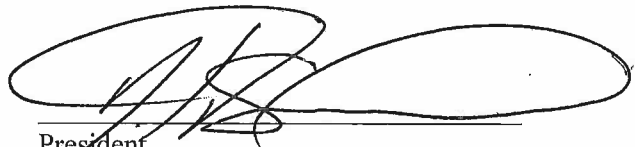
**WHEREAS**, Hattaway is a long-time resident of Gregg County, attended Carthage High School, earned a Bachelor of Science in Secondary Education from East Texas A&M University, and a Master's of Education in School Counseling from Lamar University reflecting her dedication to lifelong learning and personal advancement; and

**WHEREAS**, Hattaway has served her community by volunteering with Hearts Anonymous, a non-profit organization assisting KISD students with basic necessities, and Bulldog Food Pantry, which allows Kilgore High School students to "shop" for necessary food staples with compassion and urgency; and

**WHEREAS**, the Board of Trustees believes that Jennifer Hattaway will bring valuable insight, problem solving, and dedication to the continued success and advancement of Kilgore College; and

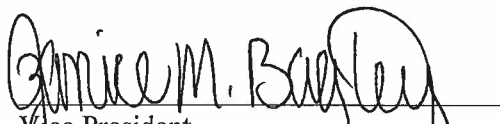
**NOW, THEREFORE, BE IT RESOLVED**, by the Kilgore College Board of Trustees, that Jennifer Hattaway is hereby appointed to the Board of Trustees, effective **March 16, 2026**.

**PASSED, ADOPTED AND SIGNED this 16th day of March, 2026.**



President  
Kilgore College Board of Trustees

**ATTEST:**

  
Vice President  
Kilgore College Board of Trustees

