

**NOTICE OF REGULAR MEETING OF THE BOARD OF TRUSTEES  
PORT ARANSAS INDEPENDENT SCHOOL DISTRICT  
Wednesday, December 10, 2025  
6:00 PM**

Notice is hereby given that a Regular Meeting of the Board of Trustees of the Port Aransas Independent School District will be held on Wednesday, December 10, 2025 at 6:00 PM. The Board will meet in the Board Room of the Port Aransas Independent School District Administration Building  
100 S Station St  
Port Aransas, TX 78373.

I. CALL TO ORDER	4
A. Moment of Silence and Pledge of Allegiance	
II. COMMENTS	
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V. CONSENT AGENDA	20
A. Consider/Take Possible Action to Approve the Meeting Minutes from the Regular Board Meeting Dated November 19, 2025.	21
B. Consider/Take Possible Action to Designate Election Filing Authority.	25
C. Consider/Take Possible Action to Approve SRO Interlocal Agreement with the City of Port Aransas.	26
VI. CLOSED SESSION: The Board will Adjourn into Executive Session in Accordance with the Texas Open Meeting Act, Texas Government Code 551.071 through 551.083 to Consider the Following:	37
A. Personnel Matters: Deliberate the Appointment, Employment, Evaluation, Reassignment, Duties, Discipline, or Dismissal of Employee(s).	
B. Consider Possible Recommendation to Propose the Termination of a Non-Chapter 21, Non-Certified Teacher Contract.	

VII. OPEN SESSION: The Board will Reconvene into Open Session.	
A. Consider/Take Possible Action to Propose Termination of a Non-Chapter 21, Non-Certified Teacher Contract.	38
VIII. ADJOURN	39

If, during the course of the meeting covered by this Notice, the Board of Trustees should determine that a closed session of the Board of Trustees is required, then such closed session as authorized by the Texas Open Meetings, Act, Texas Government Coded Section 551.001 et seq., will be held by the School Board at the date, hour, and place given in this Notice or as soon after the commencement of the meeting covered by this Notice as the School Board may conveniently meet in such closed session concerning any and all purposes permitted by the Act, including, but not limited to the following sections and purposes:

Texas Government Code Section

- 551.071 Private consultation with the board's attorney
- 551.072 Discussing purchase, exchange, lease, or value of real property.
- 771.073 Discussing negotiated contracts for prospective gifts or donations.
- 551.074 Discuss:
  - (1) To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or
  - (2) To hear a complaint or charge against an officer or employee.
- 551.076 Considering the deployment, specific occasions for, or implementation of security personnel or devices.
- 551.082 Considering discipline of a public school child, or complaint or charge against personnel.
- 551.0821 Personally identifiable information about a public school student.
- 551.083 Considering the standards, guidelines, terms, or conditions the board will follow, or will instruct its representatives to follow, in consultation with representatives of employee groups.

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

- (a) in the open meeting covered by the Notice upon reconvening of the public meeting; or
- (b) at a subsequent public meeting of the School Board upon notice hereof, as the School Board shall determine pursuant to applicable laws and policies.

On this , this notice was posted on a bulletin board located at a place readily accessible and convenient to the public at the Port Aransas Independent School District Administration Building, 100 S. Station Street, Port Aransas, Texas.

Respectfully submitted,

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Sharon McKinney, Superintendent

## CALL TO ORDER

### **Non-Action Item**

Board President, Kristi Littleton will call meeting to order.

A. Moment of Silence and Pledge of Allegiance

## **PUBLIC COMMENTS**

Individuals who wish to participate during the portion of the meeting designated for public comment shall sign up with the designee, Rosalie Johnson before the meeting begins as specified in the Board's procedures on public comment and shall indicate the item or topic on which they wish to address to the Board.

Should individuals elect to sign up to address the board days prior to the board meeting they should email Rosalie Johnson, [rosalie@paisd.net](mailto:rosalie@paisd.net). Include the following information in the body of the email: First Name, Last Name, phone number and indicate item or topic they wish to address.

[PUBLIC COMMENTS: BED \(LOCAL\)](#)

## **BOARD OF TRUSTEES' ACKNOWLEDGEMENTS AND/OR PRESENTATIONS**

### **B. Non-Action Item:**

At this time, Board Members may make acknowledgements; receive Board committee reports and/or present reports to audience.

# PRESENTATIONS INFORMATION

## PRESENTATIONS:

- A. Legacy of Excellence Champions
- B. Port Aransas Art Show Winners
- C. UTMSI Science Fair Winners

# REPORTS

## **B. Business Reports**

Presentation to the Board regarding school business information:

1. Account Balances
2. YTD Revenues & Expenditures
3. Bond Expenditures
4. Activity Account Expenditures
5. Tax Collections

**PORT ARANSAS ISD**

Account Balances

**October 2025 - ACCOUNT BALANCES 2025-2026**

**AMERICAN BANK**

GENERAL FUND	\$985,701.53
SCHOLARSHIP	\$677,837.63
FEMA	\$104,427.58
DEBT SERVICE	\$57,271.36
DONATION/DISASTER RELIEF	\$184,189.36
<b>TOTAL</b>	<b>\$2,009,427.46</b>

**LONESTAR INVESTMENT ACCOUNT**

CONSTRUCTION-23 EMPLY HOU	\$1,433.91
CONSTRUCTION BOND 2021	\$1,118,411.57
CONSTRUCTION BOND 2023A	\$5,505,883.53
GENERAL FUND	\$11,838,826.98
INTEREST & SINKING FUND	\$1,264,984.38
WORKERS COMPENSATION FUND	\$16,214.93
<b>TOTAL</b>	<b>\$19,745,755.30</b>

**TEXAS RANGE**

General Fund	\$5,021,923.28
Property Value Decline	\$6,996,439.88
Bond Issue 2023A	\$15,222,829.77
FEMA/TDEM	\$939,559.31
<b>TOTAL</b>	<b>\$28,180,752.24</b>

<b>TOTAL</b>	<b>\$49,935,935.00</b>
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## EXPENDITURES OVER \$25,000 - October 2025

FUND	DATE	CHECK NO.	VENDOR	AMOUNT	DESCRIPTION
698	20251007	71366	Weaver & Jacobs Constructor's, Inc.	1,107,466.31	Cole Center Construction
698	20251027	71372	Weaver & Jacobs Constructor's, Inc.	220,623.77	TASK 10 PAY APP 4
199	20251119	83997	Shell Energy Solutions	75,095.16	Energy Bill
199	20251120	71394	Internal Revenue	53,960.79	IRS PYMT
199	20251115	71395	Teacher Retirement System	53,506.00	Active Care Pymt

## October 2025- 699 Bond Expenditures

Fund	Check No.	Date	Vendor	Amount	Reason
699	83865	20251029	INTECH SOUTHWEST SERVICES, LLC	\$ 1,524.00	PO Created by Req: 160306
699	83970	20251119	INTECH SOUTHWEST SERVICES, LLC	\$ 1,152.00	PO Created by Req: 160431
				<b>\$ 2,676.00</b>	

## October 2025 -698 Bond Expenditures

Fund	Date	Check No.	Vendor	Amount	Reason
698	20251007	71365	Weaver & Jacobs Constructor's, Inc.	\$ 5,692.40	Central Plant RENO Pay App 16
698	20251007	71366	Weaver & Jacobs Constructor's, Inc.	\$ 1,107,466.31	Cole Center Construction
698	20251027	71372	Weaver & Jacobs Constructor's, Inc.	\$ 220,623.77	TASK 10 PAY APP 4
698	20251001	83756	S. S. SMITH & SONS MASONRY, INC.	\$ 1,653.00	TopDress Sball Field
698	20251001	83758	TEXAS SIGN EXPRESS	\$ 729.00	For Dist Houses and Gates/Door
698	20251001	83763	HEBERT IRRIGATION, INC.	\$ 373.75	Valve rebuild at Sball Field
698	20251001	83765	HIGH SCHOOL MUSIC SERVICE	\$ 2,999.99	Instrument Repair
698	20251007	83779	SUNSET MUSTANG - ACE	\$ 138.44	MAINTENANCE PURCHASES
698	20251007	83781	PROFIRE PROTECTION	\$ 1,474.00	Dist Fire Alarm Insp
698	20251007	83794	DISCOUNT AUTO PARTS #2	\$ 92.99	MAINTENANCE PURCHASES
698	20251007	83798	STRIDDE,CALLINS & ASSOCIATES, INC.	\$ 21,382.82	Task #10 Pay App #6
698	20251007	83800	HIGH SCHOOL MUSIC SERVICE	\$ 642.85	Instrument Purchase
698	20251016	83819	TARI, INC.	\$ 1,966.55	Insp/PM Dist Ice Machines
698	20251016	83820	HUB CITY OVERHEAD DOOR CO., INC	\$ 1,228.59	Bus Barn O/H Doors
698	20251016	83822	FAIRWAY SUPPLY, INC	\$ 1,298.90	Fixtures for New Dist Houses
698	20251016	83823	LAMARR WOMACK & ASSOCIATES, LP	\$ 12,272.01	Professional Service for TSK13
698	20251016	83826	SUN COAST RESOURCES, INC.	\$ 343.75	DEF for District Buses
698	20251016	83831	Tolunay-Wong Engineers	\$ 1,040.00	Technical Inspections Cole CNT
698	20251016	83833	FLEETRITE TRUCK PARTS	\$ 2,441.28	Repairs to Act Bus 76
698	20251022	83838	TEXAS DEPT LICENSE/REGULATION	\$ 70.00	Boiler Insp
698	20251022	83841	TEXAS MULTI-CHEM, LTD.	\$ 2,900.00	Turf Care for Sball Field
698	20251022	83850	AMERICAN AIR QUALITY INC.	\$ 1,683.51	A/C Filters for Dist change
698	20251022	83855	Arnold Vinson Clardy Jr.	\$ 1,645.00	Dist Palm Tree Trimming
698	20251029	83864	LOWE'S BUSINESS ACCT. /SYNCB	\$ 14.29	dryer outlet
698	20251030	83864	LOWE'S BUSINESS ACCT. /SYNCB	\$ (14.29)	WRONG AMOUNT
698	20251029	83870	JAMES TELECO, INC.	\$ 785.00	Speaker in ES Hallway
698	20251029	83871	QUALITY HARDWOOD FLOORS, INC.	\$ 15,996.00	Repair/Refinish Gym Floors
698	20251029	83882	Mikes Drilling and Pump Service DBA	\$ 14,421.00	reissue check for water well
698	20251106	83899	CONSTRUCTION PROJECT MANAGEME	\$ 3,705.00	Replace windows @ ES Library
698	20251112	83920	CITY OF PORT ARANSAS	\$ 15,000.00	baseball field wells
698	20251112	83925	SUNSET MUSTANG - ACE	\$ 86.93	maintenance supplies
698	20251112	83937	DISCOUNT AUTO PARTS #2	\$ 230.92	MAINTENANCE PURCHASES
698	20251112	83938	LAMARR WOMACK & ASSOCIATES, LP	\$ 10,226.68	Professional Services
698	20251112	83942	STRIDDE,CALLINS & ASSOCIATES, INC.	\$ 4,688.97	MEP reno task #10
698	20251112	83942	STRIDDE,CALLINS & ASSOCIATES, INC.	\$ 8,913.24	MEP engineering svcs. Cole ctr
698	20251112	83942	STRIDDE,CALLINS & ASSOCIATES, INC.	\$ 2,893.91	MEP engineering svc Task # 13
698	20251112	83947	FLEETRITE TRUCK PARTS	\$ 3,058.83	Repair B76--Brake Job
698	20251119	83974	TARI, INC.	\$ 444.35	Repair ES Kitchen Ice Machine
				<b>\$ 1,470,609.74</b>	

## October 2025 ACTIVITY ACCOUNT EXPENDITURES

FUND	CHECK	VENDOR	AMOUNT	FUND DESCRIPTION
865	83979	ELEAH GARRETT	\$ 240.00	Student Activity
865	83980	TAYMARK	\$ 106.96	Student Activity
865	83995	Corporate Payment Systems -ELAN	\$ 320.00	Student Activity
<b>TOTAL</b>			<b>\$ 666.96</b>	
FUND	CHECK	VENDOR	AMOUNT	FUND DESCRIPTION
491	71383	AMAZON PURCHASES	\$ 82.35	PRIVATE DONATIONS
491	83824	CARD SERVICE CENTER	\$ 358.13	PRIVATE DONATIONS
491	83828	ETHAN B REEVES	\$ 65.00	PRIVATE DONATIONS
491	83837	BLICK ART MATERIALS, INC.	\$ 641.88	PRIVATE DONATIONS
491	83874	CORPUS CHRISTI PRODUCE	\$ 662.00	PRIVATE DONATIONS
491	83884	Adrian R. Valdez	\$ 5,750.00	PRIVATE DONATIONS
491	83888	LINDA ZAHN	\$ 47.86	PRIVATE DONATIONS
491	83910	KRISTI LITTLETON	\$ 500.00	PRIVATE DONATIONS
491	83936	TEP BOOKS	\$ 454.08	PRIVATE DONATIONS
<b>TOTAL</b>			<b>\$ 8,561.30</b>	
FUND	CHECK	VENDOR	AMOUNT	FUND DESCRIPTION
461	71376	AMAZON PURCHASES	\$ 341.78	Campus Activity
461	71385	AMAZON PURCHASES	\$ 178.87	Campus Activity
461	83757	VARSITY SPIRIT FASHIONS & SUP. LLC	\$ 4,432.06	Campus Activity
461	83762	VALERIE MARTINEZ	\$ 6.84	Campus Activity
461	83767	NEW YORK TIMES COMPANY	\$ 483.60	Campus Activity
461	83771	ATG Entertainment US Holdings, Inc	\$ 2,340.00	Campus Activity
461	83792	EDMENTUM, INC.	\$ 218.25	Campus Activity
461	83803	Lowes Pay and Save Inc	\$ 91.82	Campus Activity
461	83813	STEVE REAVES	\$ 306.33	Campus Activity
461	83836	Room 22 LLC	\$ 656.00	Campus Activity
461	83840	STEVE REAVES	\$ 381.77	Campus Activity
461	83849	FASST-FIRST ASSIST.SPORTS OF SO. TX	\$ 1,920.00	Campus Activity
461	83852	IMAGE MAKER 4U	31.00	Campus Activity
461	83860	GANDY INC	205.00	Campus Activity
461	83862	STEVE REAVES	27.92	Campus Activity
461	83873	CORPUS CHRISTI BASEBALL CLUB,LP	600.00	Campus Activity
461	83877	SHERRY MARSHALL	1000.00	Campus Activity
461	83877	SHERRY MARSHALL	194.25	Campus Activity
461	83878	GAYLANN SPEEGLE	33.98	Campus Activity
461	83883	Corporate Payment Systems -ELAN	10291.00	Campus Activity
461	83887	Sarah Kate Haseloff	2050.00	Campus Activity
461	83905	HUDL	13500.00	Campus Activity
461	83984	DREAM MAKER PRODUCTIONS	59.97	Campus Activity

461	83995	Corporate Payment Systems -ELAN	1206.04	Campus Activity
461	83995	Corporate Payment Systems -ELAN	695.11	Campus Activity
461	83995	Corporate Payment Systems -ELAN	10291.00	Campus Activity
			<b>\$ 51,542.59</b>	

**PAISDSCHOLARSHIPS**  
**Transaction List by Date**  
November 2025

Type	Date	Num	Name	Memo	Split	Amount
Check	11/10/2025	5989	JORDAN PATTESON	ENROLLMENT CONTINUING EDUCATION FALL 220129	JORDAN PATTESON	-3,500.00
Check	11/13/2025	5990	KALI MOORE	ENROLLMENT FALL 2025	250014 KALI MOORE	-1,500.00
Check	11/14/2025	5991	SAWYER ULCH	TUITION & HOUSING FALL 2025	220036 SAWYER ULCH	-2,913.03
Check	11/19/2025	5992	JOHN NEBLETT	TUITION FALL 2025	200117 JOHN NEBLETT	-399.70
Check	11/19/2025	5993	POST UNIVERSITY	TUITION PAYMENT FALL 2025	250090 MALANA PEASLEE	-9,906.00
<b>Nov 25</b>						<b>\$ (18,218.73)</b>

**Port Aransas ISD**

Jurisdiction # 29

**Tax Collection Report Through 10/31/2025**

	Tax Year 2025	Tax Year 2024	Change from Prior Year	Percent Change
<b>CURRENT TAX LEVY:</b>				
Gross Tax Levy as of October 1, 2025	46,849,286.78	47,630,612.81	(781,326.03)	-1.64%
Adjustments and Transfers to Inactives	(114,115.58)	(91,813.06)	(22,302.52)	24.29%
<b>ADJUSTED TAX LEVY</b>	46,735,171.20	47,538,799.75	(803,628.55)	-1.69%
Cumulative Collections this month	16,187,797.17	14,279,684.40	1,908,112.77	13.36%
Cumulative Collections last month	0.00	0.00	0.00	0.00%
Current Collections This Month	16,187,797.17	14,279,684.40	1,908,112.77	13.36%
<b>*TAX LEVY OUTSTANDING ON 10/31/2025</b>	30,547,374.03	33,259,115.35	(2,711,741.32)	-8.15%
<b>DELINQUENT TAX LEVY:</b>				
Delinquent Tax Roll as of September 30, 2025	1,188,984.92	1,045,091.09	143,893.83	13.77%
Adjustments and Transfers to Inactives	(25,917.44)	(112,050.17)	86,132.73	-76.87%
<b>NET COLLECTABLE</b>	1,163,067.48	933,040.92	230,026.56	24.65%
Cumulative Collections this month	31,770.80	(23,584.26)	55,355.06	-234.71%
Cumulative Collections last month	0.00	0.00	0.00	0.00%
Delinquent Collections This Month	31,770.80	(23,584.26)	55,355.06	-234.71%
<b>*TAX LEVY OUTSTANDING ON 10/31/2025</b>	1,131,296.68	956,625.18	174,671.50	18.26%

<b>TOTAL COLLECTIONS - MONTH TO DATE</b>				
Current*	16,187,797.17	14,279,684.40	1,908,112.77	13.36%
Discount	(484,562.50)	(424,441.01)	(60,121.49)	14.16%
Delinquent*	31,770.80	(23,584.26)	55,355.06	-234.71%
Penalty & Interest	12,498.82	17,563.88	(5,065.06)	-28.84%
Ag Rollback Taxes	0.00	0.00	0.00	0.00%
Remitted to Reinvestment Zone	0.00	0.00	0.00	0.00%
<b>Current Year: *</b>				
Rendition Penalty	0.00	0.00	0.00	0.00%
Penalty & Interest on Rendition Penalty	0.00	0.00	0.00	0.00%
Appraisal Commission from Rendition Penalty	0.00	0.00	0.00	0.00%
<b>Delinquent Years: *</b>				
Rendition Penalty	0.00	150.27	(150.27)	-100.00%
Penalty & Interest on Rendition Penalty	0.00	19.42	(19.42)	-100.00%
Appraisal Commission from Rendition Penalty	0.00	(8.48)	8.48	-100.00%
<b>Total</b>	15,747,504.29	13,849,384.22	1,898,120.07	13.71%

<b>TOTAL COLLECTIONS - YEAR TO DATE</b>				
Current*	16,187,797.17	14,279,684.40	1,908,112.77	13.36%
Discount	(484,562.50)	(424,441.01)	(60,121.49)	14.16%
Delinquent*	31,770.80	(23,584.26)	55,355.06	-234.71%
Penalty & Interest	12,498.82	17,563.88	(5,065.06)	-28.84%
Ag Rollback Taxes	0.00	0.00	0.00	0.00%
Remitted to Reinvestment Zone	0.00	0.00	0.00	0.00%
<b>Current Year: *</b>				
Rendition Penalty	0.00	0.00	0.00	0.00%
Penalty & Interest on Rendition Penalty	0.00	0.00	0.00	0.00%
Appraisal Commission from Rendition Penalty	0.00	0.00	0.00	0.00%
<b>Delinquent Years: *</b>				
Rendition Penalty	0.00	150.27	(150.27)	-100.00%
Penalty & Interest on Rendition Penalty	0.00	19.42	(19.42)	-100.00%
Appraisal Commission from Rendition Penalty	0.00	(8.48)	8.48	-100.00%
<b>Total</b>	15,747,504.29	13,849,384.22	1,898,120.07	13.71%

\*(For purposes of this report, Collections in July, August, and September are delinquent.)

<b>PERCENT OF NET COLLECTABLE COLLECTED - MONTH TO DATE</b>				
Current Levy / Adjusted Current Tax Levy	34.64%	30.04%	4.60%	15.31%
Delinquent Levy / Adjusted Current Tax Levy	0.07%	-0.05%	0.12%	-237.03%
Levy-Discount+P&I / Adjusted Current Tax Levy	33.70%	29.13%	4.56%	15.66%

<b>PERCENT OF NET COLLECTABLE COLLECTED - YEAR TO DATE</b>				
Current Levy / Adjusted Current Tax Levy	34.64%	30.04%	4.60%	15.31%
Delinquent Levy / Adjusted Current Tax Levy	0.07%	-0.05%	0.12%	-237.03%
Levy-Discount+P&I / Adjusted Current Tax Levy	33.70%	29.13%	4.56%	15.66%

# REPORTS

## **C. Superintendent's Report**

The Superintendent will present to the Board the following information:

1. Enrollment/Attendance Report
2. Arbitrage
3. Set Superintendent's Evaluation Dates and Process
4. Campus/Department Reports

Enrollment/Attendance Report  
To  
Port Aransas ISD Board of Trustees

**District Update: 12-4-2024**

PAISD Enrollment = **581**

Out-Of-District Transfers = **152** (26.16%)

Out-Of-District Transfers by Campus: OES=61 BMS=37 PHS=54  
(CCISD/3 FBISD/83 APISD/33 RFISD/15 IISD/17 GPISD/1)

District ADA as of December 4, 2024 **96.24%**

	Olsen Elementary		Brundrett Middle School		Port Aransas High School		District Total
<b>Total Enrollment</b>	<b>261</b>		<b>118</b>		<b>202</b>		<b>581</b>
% by grade level	EE	0 / 0.00	6	39 / 95.22	9	61 / 96.84	
	PK	23 / 97.68	7	43 / 96.40	10	45 / 95.58	
	KG	36 / 95.90	8	36 / 96.44	11	49 / 95.67	
	1	35 / 96.70			12	47 / 95.60	
	2	43 / 96.18					
	3	45 / 96.53					
	4	38 / 97.89					
	5	41 / 96.31					
<b>Total Campus % Attendance</b>	<b>96.68%</b>		<b>95.99%</b>		<b>95.93%</b>		<b>96.24%</b> (Dec 2024 = 95.90%)
Attendance percentage data: 12-05-2024 75 days in membership							

*Comparison (2021-2022) / (2022-2023) / (2023 – 2024) / (2024-2025)*

2021-2022			2022-2023			2023-2024			2024-2025		
August	505	8/17/2021	August	527	8/16/2022	August	508	8-15-2023	August	566	08-13-2024
September	531	9/2/2021	September	548	9/8/2022	September	525	9-5-2023	September	582	9-16-2024
October	529	10/6/2021	October	542	10-5-2022	October	525	10-11-2023	October	585	Snapshot
November	526	11/4/2021	November	551	11-3-2022	November	527	11-8-2023	November	585	11-14-2024
December	523	12/1/2021	December	555	12-7-2022	December	529	12-05-2023	December	580	12-05-2024
January	519	1/12/2022	January	558	1-12-2023	January	537	1-11-2024			
February	521	2/2/2022	February	560	2-2-2023	February	533	2-12-2024			
March	523	3/23/2022	March	560	3-3-2023	March	531	3-5-2024			
April	524	4/6/2022	April	548	4-11-2023	April	528	4-3-2024			
May	529	5/5/2022	May	549	5-3-2023	May	530	5-8-2024			
June	528	5/26/2022	June	546	5-25-2023	June	529	5-23-2024			

**SNAPSHOT ENROLLMENT: 10-25-2024 - 585**

**\*PAISD 2024 - 2025 BUDGET = ENROLLMENT: 546 ATTENDANCE = 95.37%**

# CONSENT AGENDA

## Action Item:

Consent agenda shall include items of a routine and/or recurring nature grouped together under one action item. For each item listed as part of a consent agenda, the Board shall be furnished with background material. All such items shall be acted upon by one vote without separate discussion, unless a Board member requests that an item be withdrawn for individual consideration. The remaining items shall be adopted under a single motion and vote

**RATIONALE:** BE (LOCAL)

**BUDGET:** No Financial Impact

**RECOMMENDATION:** Accept the superintendent's recommendation to approve the consent agenda as presented.

## **CONSENT AGENDA**

### **Minutes of Previous Meetings**

**Action Item:**

The Board will consider approval of the regular board meeting minutes dated November 19, 2025.

The board meeting minutes listed are enclosed. If you believe there are errors, please notify Rosalie Johnson before the meeting so that the necessary corrections can be made.

**RATIONALE:** According to BE (Local), minutes must be approved by the Board and entered as the legal record of Board action.

**BUDGET:** No Financial Impact

**RECOMMENDATION:** Accept the superintendent's recommendation to approve board meeting minutes as presented.

# The Board of Trustees Minutes

Port Aransas Independent School District

Port Aransas, Texas

## Regular Meeting

Regular Meeting date, time and place: November 19, 2025 at 6:00 P.M. in the Board Room of the PAISD Administration Building.

Members Present: Kristi Littleton, Brett Stawar, Daniel Johnson, Marnie Pate, Leslie Mills, and Marc Hofhiens

Members Absent: Charles Joyce

Administration: Dr. Sharon McKinney, Brittany Canales, Larry Yarnall, Steve Reaves, James Garrett  
Dr. David Swartwout, & George Lerma

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- I. The meeting was called to order by Board President, Kristi Littleton at **6:00 p.m.**
  - A. Moment of Silence was dedicated to former PAISD employee, Tosha Vargas Chaires  
Pledge of Allegiance was led by Olsen Elementary students: Shannon Sprunk and Ford Neill
- II. COMMENTS
  - A. Public Testimony - NONE
  - B. Board of Trustee's Acknowledgement – Leslie Mills indicated the HOCO Fest was great and enjoyed the turnout, Gabe Littleton and Eva Baker did a fantastic job. Marnie Pate gave kudos to OES and George Lerma regarding the Thanksgiving Luncheon.
- III. PRESENTATIONS
  - A. James Garrett recognized Legacy of Excellence Champions Kacie Kypke, Valerie Martinez and Jackie Wooldridge, Lacey Quintanilla, Yvette Jimenez, Jesse Chaires, Kayla Sheffield and Tracy Cunningham
  - B. Human Resources Day presented by Dr. Sharon McKinney
  - C. Principal's Month presented by Dr. Sharon McKinney
  - D. Poetry Contest Winners presented by Ashley Harris
  - E. Cross Country Team Recognition presented by Steve Reaves
- IV. REPORTS
  - A. Business Reports presented by Brittany Canales
    1. Account Balances
    2. YTD Revenues & Expenditures
    3. Bond Expenditures
    4. Activity Account Expenditures
    5. Tax Collection
    6. Quarterly Investment
  - B. Superintendent Reports presented by Dr. Sharon McKinney
    1. Enrollment/Attendance Report
    2. Snapshot Enrollment Data
    3. Future Bond Capacity
    4. Campus/Department Reports

V. CONSENT AGENDA

Marc Hofhiens made a motion, second by Leslie Mills to accept the consent agenda as presented.

Kristi Littleton, President	Yes	Brett Stawar, Vice President	Yes
Daniel Johnson, Secretary	Yes	Marnie Pate, Board Member	Yes
Charles Joyce, Board Member	Absent	Leslie Mills, Board Member	Yes
Marc Hofhiens, Board Member	Yes		

**Consent Agenda approved and passed by roll call: 6 - For / 0 - Against / 0 - Abstained**

- A. The board accepted the superintendent’s recommendation to approve the regular board meeting minutes dated September 10, 2025 and special board meeting minutes dated October 22, 2025 as presented.
- B. The board accepted the superintendent’s recommendation to approve the certification of the Tax Levy for the Tax Year 2025 Port Aransas Independent School District.
- C. The board accepted the superintendent’s recommendation to approve the books listed for purchase as presented.
- D. The board accepted the superintendent’s recommendation to approve the PAISD committee members selected to review the SBOE approved materials for mathematics instruction in PAISD.
- E. The board accepted the superintendent’s recommendation to approve the Port Aransas High School Cheer team to travel to Orlando, FL to participate in the Cheez-It Citrus Bowl on December 31, 2025.

VI. DISCUSSION AND/OR ACTION ITEM

- A. Brett Stawar made a motion, second by Daniel Johnson to accept the superintendent’s recommendation to approve the reimbursement resolution as presented.

Kristi Littleton, President	Yes	Brett Stawar, Vice President	Yes
Daniel Johnson, Secretary	Yes	Marnie Pate, Board Member	Yes
Charles Joyce, Board Member	Absent	Leslie Mills, Board Member	Yes
Marc Hofhiens, Board Member	Yes		

**Discussion item VI. (A) approved and passed by roll call: 6 - For / 0 - Against / 0 - Abstained**

- B. Marc Hofhiens made a motion, second by Daniel Johnson to cast **58** board votes for Deven Bhakta and **58** board votes for Gabriele Hilpold

Kristi Littleton, President	Yes	Brett Stawar, Vice President	Yes
Daniel Johnson, Secretary	Yes	Marnie Pate, Board Member	Yes
Charles Joyce, Board Member	Absent	Leslie Mills, Board Member	Yes
Marc Hofhiens, Board Member	Yes		

**Discussion item VI. (B) approved and passed by roll call: 6 - For / 0 - Against / 0 - Abstained**

- 58** Marc Hofhiens made a motion, second by Brett Stawar to approve TASB Local Policy Update 126 as presented.

Kristi Littleton, President	Yes	Brett Stawar, Vice President	Yes
Daniel Johnson, Secretary	Yes	Marnie Pate, Board Member	Yes
Charles Joyce, Board Member	Absent	Leslie Mills, Board Member	Yes
Marc Hofhiens, Board Member	Yes		

**Discussion item VI. (C) approved and passed by roll call: 6 - For / 0 - Against / 0 - Abstained**

**59** Marc Hofhiens made a motion, second by Daniel Johnson to approve a lease agreement with the City of Port Aransas regarding the City Baseball Field as presented.

Kristi Littleton, President	Yes	Brett Stawar, Vice President	Yes
Daniel Johnson, Secretary	Yes	Marnie Pate, Board Member	Yes
Charles Joyce, Board Member	Absent	Leslie Mills, Board Member	Yes
Marc Hofhiens, Board Member	Yes		

**Discussion item VI. (D) approved and passed by roll call: 6 - For / 0 - Against / 0 – Abstained**

- VII. The board adjourned into closed session at **8:09 p.m.** in accordance with the Texas Open Meeting Act, Texas Government Code 551.071 through 551.083 to consider the following:
  - A. Personnel: Deliberate the Appointment, Employment, Evaluation, Reassignment, Duties, Discipline, and Dismissal of Employee(s).

**VIII.** The board reconvened into Open Session at **8:26 a.m.**

IX. There being no further business meeting adjourned at **8:26 a.m.**

\_\_\_\_\_  
Board President

\_\_\_\_\_  
Board Secretary

December 10, 2025  
Date Approved

## Consider/Take Possible Action to Designate Election Filing Authority

Action Item:

**School Board Elections:** Secretary of the school board or other person designated by the board. [\[Texas Election Code Sec. 144.004\]](#)

Rationale:	Texas Election Code Sec. 144.004
Budget:	None at this time.
Recommendation:	Board of Trustees designates executive assistant to the superintendent to serve as filing authority for PAISD Board of Trustees May 2, 2026 general election.

## CONSENT AGENDA

Consider/Take Possible Action to Approve an Interlocal Agreement with the City of Port Aransas to Provide a School Resource Officer (Renewal)

### ACTION ITEM:

An interlocal agreement was last executed in December 2022 for a three year term with the City of Port Aransas to secure a School Resource Officer (SRO) for the 2022-2023 / 2023-2024 / 2024-2025 school years. That agreement is scheduled to be renewed December 2025 for three years to be effective when it is executed by all parties. The interlocal agreement must be renewed by the board of trustees.

The agreement has been reviewed by city officials and the police chief, as well as our school district's administrative team and legal counsel.

<b>RATIONALE:</b>	Approval of this interlocal agreement will allow the city and the school district to continue the SRO program for another three years.
<b>BUDGET:</b>	No funding needed at this time to approve the interlocal. Funding will be needed in the future for office supplies/equipment, training, etc. as well as overtime (same as previously).
<b>RECOMMENDATION:</b>	Accept the superintendent's recommendation to approve the "School Resource Officer Interlocal Agreement" with the City of Port Aransas as presented.

## **SCHOOL RESOURCE OFFICER INTERLOCAL AGREEMENT**

THIS INTERLOCAL AGREEMENT is hereby made and entered into by and between the CITY OF PORT ARANSAS, TEXAS , a Texas Type A General Law Municipality (hereinafter “City”) and the PORT ARANSAS INDEPENDENT SCHOOL DISTRICT , a Texas Local Government entity (hereinafter “PAISD”) each acting by and through its duly authorized agents (referred to collectively as the “Parties”).

**WHEREAS**, Chapter 791 of the Texas Government Code, also known as the Interlocal Cooperation Act, authorizes all local governments to contract with each other to provide a governmental function or service that each party to the contract is authorized to perform individually and in which the contracting parties are mutually interested; and

**WHEREAS**, the Parties have sufficient funds available from current revenues to perform the functions contemplated by this agreement; and

**WHEREAS**, the City has established the School Resource Officer Program (hereinafter “SRO”), with law enforcement officers from Port Aransas Police Department (hereinafter “PAPD”); and

**WHEREAS**, the Parties recognize the outstanding benefits of the SRO Program to the citizens of the City and to the students of PAISD; and

**WHEREAS**, it is in the best interest of the Parties and the citizens of the City and students of PAISD to establish, fund, implement and administer the SRO Program; and

**NOW THEREFORE IN CONSIDERATION** of the recitals and mutual covenants made herein by the City and the PAISD to be respectively kept and performed, the Parties hereby mutually agree as follows:

### **ARTICLE I**

#### **DEFINITIONS**

The following terms shall have the following meanings when used in this Agreement:

1.1 The term “Chief of Police” means the Chief of Police of the City of Port Aransas, Texas. This term also applies to any person designated by the Chief of Police to act on his behalf regarding

this Agreement.

1.2 The term “School Superintendent” means the School Superintendent of the Port Aransas Independent School District. This term also applies to any person designated by the Superintendent to act on her behalf regarding this Agreement.

1.3 The term “Law Enforcement Officer” means any City of Port Aransas Peace Officer who has been commissioned under the laws of the State of Texas.

1.4 The term “Law Enforcement Duties” means any duties performed by any Law Enforcement Officer.

1.5 The term “School Resource Officer” (“SRO”) means any Law Enforcement Officer who works with and aids the administration and student bodies of the Port Aransas Independent School District as part of the School Resource Officer Program.

## **ARTICLE II**

### **MISSION AND PURPOSE**

2.1 The mission of the SRO Program is to:

- a. Reduce and prevent school-related violence and crime committed by persons;
- b. Reduce fear of crime on school campuses; and
- c. Build effective partnerships with the PAISD’s faculty and staff.

This is accomplished by assigning a Law Enforcement Officer to the school campus. The SRO Program accomplishes this mission by creating and maintaining safe, secure, and orderly learning environments for students, teachers, and staff.

## **ARTICLE III**

### **TERM AND TERMINATION**

3.1 The term of this agreement is for three (3) years to become effective on the date when it is signed by all parties. The Parties agree to assign a Law Enforcement Officers to perform Law Enforcement Duties at H. G. Olsen Elementary School, Brundrett Middle School, and Port Aransas High School during the term of this Agreement.

3.2 Any Party to this agreement may terminate its participation in this agreement by providing forty-five (45) days written notice. In the event of termination of this agreement, compensation will be made to the City for all SRO services performed to the date of the termination. PAISD shall be entitled to a pro-rated refund for the period of time when SRO services are not provided because of termination of this agreement.

## **ARTICLE IV**

### **SCHOOL ASSIGNMENTS**

4.1 The Chief of Police shall assign one SRO to serve these school campuses on a full-time basis during the Fall and Spring Semesters: H. G. Olsen Elementary, Brundrett Middle School, and Port Aransas High School.

4.2 Per the Texas Education Code 37.0814 - Armed Security Officer Required, the Board of Trustees for PAISD must ensure that at least one armed security officer is present during regular school hours at each district campus. A security officer must be: (1) a school district peace officer; (2) a school resource officer; or (3) a commissioned peace officer employed as security personnel. If the Board of Trustees is unable to comply with this, they may claim a good cause exception if it is due to the availability of (1) funding; or (2) personnel who qualify to serve as a security officer. The Board of Trustees that claims a good cause exemption must develop an alternative standard with which PAISD is able to comply, which may include providing a person to act as a security officer who is:

(1) a school marshal

(2) a school district employee or a person with whom the district contracts who:

(A) has completed school safety training provided by a qualified handgun instructor certified in school safety under Section 411.1901 of the Government Code

(B) carries a handgun on school premises in accordance with written regulations or written authorization of PAISD under Section 46.03(a)(1)(A) Penal Code.

4.3 The Chief of Police will determine the amount of time an SRO spends at any particular school during the Fall and Spring Semesters on days that the schools are in regular session from Monday thru Friday.

4.4 When the SRO is not able to be present at the campuses on any given school day due to being ill, training, or another type of absence, the PAPD will make a reasonable effort to have another officer be present at the campuses. This can include, but is not limited to, PAISD hiring an off-duty Port Aransas Police Department Officer as a contract employee when the SRO is not able to be present at the campuses. The ability to make this or any other accommodation will depend on, but is not limited to, the availability of PAPD officers.

## **ARTICLE V**

### **SCHOOL RESOURCE OFFICER DUTIES AND RESPONSIBILITIES**

#### **5.1 Administrative Duties.**

a. The SRO will check in with designated school staff upon arriving on school campus and will report with school staff prior to leaving campus, unless circumstances prevent the SRO from checking in or out.

b. The day-to-day operation and administrative control of the SRO Program will be the responsibility of the PAPD. Responsibility for the conduct of SRO personnel, both personally and professionally, shall remain with the PAPD. The Chief of Police will assign supervisory personnel to oversee the program. SRO shall remain employees of the PAPD and shall not be employees of the PAISD.

c. All acts of commission shall conform to the guidelines of the PAPD Policy and Procedure Manual.

d. The SRO will not enforce “school or house rules”. The SRO is not a school disciplinarian and will not assume the role. However, if the principal or other staff believe an incident involves a violation of the law, the principal or staff member may contact the SRO and the SRO will determine whether law enforcement action is appropriate. SRO shall not be used for intimidation.

#### **5.2 Regular Hours, Vacation, Personal Leave, and Training Responsibilities**

a. The SRO shall be assigned on a full-time basis for eight (8) hours on days that the schools are in regular session and are Monday-Friday.

b. The SRO will follow the PAPD leave policy.

Prior to the SRO taking any leave time, the SRO will notify the school and his PAPD supervisor.

d. The Chief of Police shall have complete control, command and authority of the SRO's peace officer license and training. SRO's are subject to current policy and procedures that are in effect for all PAPD officers, including attendance at all mandated training and testing to maintain state peace officer licensing and certification. This training and certification takes place throughout the year and may necessitate the temporary absence of the SRO from the schools.

### 5.3 Law Enforcement Duties

a. Assist PAISD in maintaining lawful order on school property while in full PAPD uniform at all times or in other apparel as approved by the PAPD.

b. Enforce the laws of the State of Texas and City Ordinances of Port Aransas and protect the students, teachers, staff and public against criminal activity.

c. Take enforcement action on criminal matters according to PAPD policy. As soon as practical, the SRO shall make an administrator aware of such action. At the administrator's request, the SRO shall take appropriate law enforcement action against intruders and unwanted guests who may appear at the school, to the extent that the SRO may do so under the authority of law.

d. Gather information regarding potential problems such as gang activity, criminal activity, and student unrest and handle initial police reports of crimes committed on school campuses during assigned duty hours.

e. Coordinate investigative procedures between police and school administrators that follow PAPD Policy.

f. Follow the tenets of Texas Education Code 37.0021 regarding the restraint of special education students, including appropriate training.

**ARTICLE VI SELECTION, TRANSFER AND REMOVAL OF  
SCHOOL RESOURCE OFFICER**

6.1 Notice of SRO job opening and selection process will be in accordance with PAPD Policy & Procedure Manual. The Chief of Police or his appointed designee will consult with the school superintendent; however, the chief of police or his appointed designee will make the final decision or assignment related to the SRO program.

6.2 The PAPD will maintain the responsibility, while receiving input from PAISD for the recruitment, interviewing and overall evaluation of the SRO.

6.3 If the PAISD is dissatisfied with the SRO's performance, PAISD will notify the SRO's supervisor who will attempt to resolve the issue to the satisfaction of both the school district and the police department. If the SRO supervisor cannot resolve the issue, he or she will refer the issue with a recommended course of action to the Chief of Police or his appointed designee.

6.4 The PAPD may take appropriate corrective or disciplinary action regarding any allegation of misconduct on the part of a SRO in accordance with PAPD Policy and Procedures.

6.5 The Chief of Police or his appointed designee may dismiss or reassign the SRO when it is in the best interest of the City or PAISD.

6.6 In the event of a resignation, retirement, dismissal or reassignment of the SRO, or in case of long-term absences by the SRO, PAPD will provide temporary replacement for the SRO within thirty (30) school days of receiving notice of such absence, dismissal, resignation, retirement, reassignment. As soon as practicable, the PAPD will hire a permanent replacement for the SRO position.

**ARTICLE VII**

**EACH PARTY'S RESPONSIBILITIES**

7.1 CITY's Responsibilities

a. Provide the SRO with a PAPD-issued vehicle, uniform, bullet-proof vest, body camera, and any other equipment authorized pursuant to the Chief of Police.

7.2 PAISD's Responsibilities

a. Provide the SRO with a school office furnished with utilities, desk, computer, printer, landline phone, and similar office supplies and equipment as needed.

**ARTICLE VIII**

**SALARY AND BENEFITS OF SCHOOL RESOURCE OFFICERS**

8.1 The CITY is responsible for the total costs for the annual salary, fringe benefits, travel expenses, and training expenses of the SRO as approved and authorized by the CITY or the PAPD Policy and Procedures Manual.

8.2 PAISD will pursue, and collaborate with the CITY as appropriate, funding from grants and similar resources to assist with the costs of the SRO program. All funds obtained in this manner will be forwarded to the CITY to use for the SRO program.

**ARTICLE IX**

**MISCELLANEOUS TERMS**

9.1 Interlocal Cooperation Act. The Parties expressly acknowledge that each Party to this agreement is a local government as that term is defined in the Interlocal Cooperation Act. Nothing in this agreement will be construed as a waiver or relinquished by either Party of its right to claim such exemptions, privileges and immunities as may be provided by law.

9.2 Amendment. The terms and conditions of this agreement may be amended upon mutual

consent of all Parties. Mutual consent will be demonstrated by approval of each governing body of each party hereto. No amendment to this agreement shall be effective or binding unless and until it is reduced to writing and signed by duly authorized representatives of all Parties.

9.3 Effective. This agreement shall become effective immediately upon execution by all Parties and shall continue in effect until terminated as provided herein.

9.4 Indemnification. Subject to the limitations as to damages and liability under the Texas Tort Claims Act, and without waiving its governmental immunity, each Party to this agreement agrees to hold harmless each other, its governing board, officers, agents, and employees for any liability, loss, damages, claims, or causes of action caused, or asserted to be caused, directly or indirectly by any other Party to this agreement, or any of its officers, agents or employees as a result of its performance under this agreement.

9.5 Consent to Suit. Nothing in this agreement will be construed as a waiver or relinquishment by any Party of its right to claim such exemptions, privileges and immunities as may be provided by law.

9.6 Invalidity. If any provision of this agreement shall be held invalid, illegal or unenforceable by a court or other tribunal of competent jurisdiction, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or impaired thereby. The Parties shall use their best efforts to replace the respective provision or provisions of the agreement with legal terms and conditions approximating the original intent of the Parties.

9.7 Notices. Any notices, approval, consent, or communication by one Party to another must be in writing and be personally delivered or sent by registered or certified United States Mail, properly addressed to the respective Parties.

9.8 Entire Agreement. It is understood that this agreement contains the entire agreement between the parties and supersedes any and all prior agreements, arrangements, or understandings between the Parties relating to the subject matter. No oral understandings, statements, promises, or inducements contrary to the terms of this agreement exist. This agreement cannot be changed or terminated orally. No verbal agreement or conversation with any officer, agent, or employee of any Party before or after the execution of this agreement shall affect or modify any of the terms or obligation hereunder.

9.9 Texas Law. The agreement has been made under and shall be governed by that laws of the State of Texas.

9.10 Venue. Performance and all matters related thereto shall be in Live Oak County, Texas, United States of America.

9.11 Authority to Contract. Each Party has the full power and authority to enter into and perform this agreement and the person signing this agreement on behalf of each Party has been properly authorized and empowered to enter into this agreement. The persons executing this agreement hereby represent that they have authorization to sign on behalf of their respective Governmental Bodies.

9.12 Waiver. Failure of any Party, at any time, to enforce the provision of this agreement, shall in no way constitute a waiver of that provision, nor in any way affect the validity of this agreement, any part hereof, or the right of either Party thereafter to enforce each and every provision hereof. No term of this agreement shall be deemed waived or breach excused unless the waiver shall be in writing and signed by the party claimed to have waived. Furthermore, any consent to or waiver of a breach will not constitute consent to or waiver of or excuse of any

other different or subsequent breach.

9.13 Agreement Read. The Parties acknowledge that they have read, understand and intent to be bound by the terms and conditions of this agreement.

9.14 Assignment. This agreement and the rights and obligations contained herein may not be assigned or transferred by any Party without the prior written approval of the other Party to this agreement.

9.15 Multiple Originals. It is understood and agreed that this agreement may be executed in a number of identical counterparts, each of which shall be deemed an original for all purposes.

EXECUTED AS OF THE \_\_\_\_ day of \_\_\_\_\_, 2025, by the **CITY OF Port**

**Aransas, TEXAS** signing by and through its City Manager duly authorized to execute this Contract by Resolution No. \_\_\_\_\_ adopted by the City Council on \_\_\_\_\_, 2025, and by the **Port Aransas INDEPENDENT SCHOOL DISTRICT** , signing by and through its

Superintendent, duly authorized by the Board of Trustees on \_\_\_\_\_, 2025.

**CITY OF PORT ARANSAS, TEXAS**

By: \_\_\_\_\_ Date:

\_\_\_\_\_

Dave Parsons, City Manager

By: \_\_\_\_\_ Date:

\_\_\_\_\_

James Stokes, Chief of Police

**PORT ARANSAS INDEPENDENT SCHOOL DISTRICT**

By: \_\_\_\_\_ Date:

\_\_\_\_\_

Sharon McKinney, Superintendent of Schools

## **CLOSED MEETING**

### **ACTION ITEM:**

The Board will Adjourn into Executive Session in Accordance with the Texas Open Meetings Act, Texas Government Code 551.071 thru 551.083 to Consider the Following:

- A. Personnel Matters: Deliberate the Appointment, Employment, Evaluation, Reassignment, Duties, Discipline, or Dismissal of Employee(s).
- B. Consider Possible Recommendation to Propose the Termination of a Non-Chapter 21, Non-Certified Teacher Contract.

## **DISCUSSION AND/OR ACTION ITEM**

### **ACTION ITEM:**

The board will reconvene into open session in accordance with the Texas Open Meeting Act, Texas Government Code 551.071 thru 551.083.

- A. Consider/Take Possible Action to Propose Termination of Non-Chapter 21, Non-Certified Teacher Contract.

# ADJOURNMENT

## **Action Item**

There being no further business, Board President will adjourn the meeting.