



---

**Public Notice of  
Special Meeting/Board Retreat  
and Regular Meeting**

The Vernon College Board of Trustees will conduct a Special Meeting for a Board Retreat on Wednesday, July 11 2018 from 8:30 a.m. until 12:00 noon, in the *Board Room* on the *Vernon Campus* in Vernon, Texas followed by a Regular Board Meeting beginning at 1:00 p.m. The Board will consider and discuss the following items during the Board Retreat. No action will be taken. The Board will adjourn and reconvene for the Regular Board Meeting to consider and act upon lawful subjects that may come before it as detailed in the following agenda. The Board will have lunch from 12:00 noon to 1:00 p.m. with no board business discussed.

Board Retreat  
8:30 a.m. – 12:00 p.m.

1. Call the Meeting to Order – Chairman Smith
2. Retreat Agenda – several topics generated by January 2018 Board of Trustees self-reflection exercise
  - 8:30 – 9:00 Breakfast, coffee, etc.
  - 9:00 – 9:15 Introduction to Dr. Elizabeth Crandall
  - 9:15 – 9:25 Safety handout from CCATT conference
  - 9:25 – 9:45 Unrestricted and restricted financial statement review
  - 9:45 – 10:00 Requested Vernon College policy updates
  - 10:00 – 10:15 Discussion of promotion ideas to increase community traffic on the Vernon campus and attendance at Vernon Campus events
  - 10:15 – 10:30 Break
  - 10:30 – 10:45 Facilities/Maintenance update
  - 10:45 – 11:30 Prominent Challenges discussion
  - 11:30 – 12:00 Budget/Tax appraisal/Tax Rate discussion
  - 12:00 – 1:00 Lunch
  - 1:00 Regular Scheduled meeting
3. Personnel Discussion – Possible Closed Session in Accordance with Chapter 551, Subchapter 551.074 – Personnel, of the Texas Open Meetings Act, Texas Government Code.
4. Adjourn

Regular Board Meeting  
1:00 p.m.

1. Call the Meeting to Order – Chairman Smith
2. Consent agenda
  - a. Consider approval of the *Minutes of the June 13, 2018 Regular Board Meeting* – Exhibit
  - b. Consider approval of the *Presidents monthly travel expense report* – Exhibit
3. Action Items
  - A. Consider Approval of the *Financial and Investment Reports as of June 30, 2018* – Dean David – Exhibit

B. Consideration of *2018-2019 Handbook/Manual Updates and Revisions* – Dr. Johnston – Exhibits

1. *Employee Handbook*
2. *Athletic Policy Manual*
3. *Library Policy Manual*
4. *Testing Center Manual*
5. *Workforce Program Handbooks*
  - *Associate Degree Nursing*
  - *Basic Law Enforcement*
  - *Cosmetology*
  - *EMS Training*
  - *Health Information Management*
  - *Licensed Vocational Nursing*
  - *Pharmacy Technician*
  - *Surgical Technology*
  - *Basic Firefighter*
  - *Medical Assisting*
  - *Dental Assisting*

C. Consideration of *2018-2019 I.S.D. Contract Agreements* - Dr. Johnston/Shana Drury – Exhibits

- *Burkburnett I.S.D. – Health Occupations, Culinary Arts*
- *City View I.S.D. – Health Occupations*
- *Electra I.S.D. – Health Occupation*
- *Haskell I.S.D. – Health Occupations*
- *Holliday I.S.D. – Health Occupations*
- *Iowa Park I.S.D. – Health Occupations*
- *Petrolia I.S.D. – Health Occupations*
- *Vernon I.S.D. – Health Occupations*

4. Public Comment

5. President's Report/Board Discussion Items

- A. Board Member/Comments/Discussion
- B. Wilbarger County Appraisal District 2018 Proposed Budget
- C. 2018-19 Budget Discussion
- D. Tax Appraisal and Tax Rate update
- E. Enrollment Update
- F. SACSCOC Reaffirmation update – Betsy Harkey
- G. Reminder of upcoming events:
  - (1) Vernon College Foundation Board Meeting – Thursday, July 19, 2018 – 10:00 am
  - (2) “Regular” Office Hours begin – 8:00 am Monday, July 30, 2018
  - (3) LVN Pinning (August Graduates) – First Baptist Church, Thursday August 9, 2018 – 1:00 pm
  - (4) Surgical Technology Pinning, Region IX, Friday, August 10, 2018 – 6:00 pm
  - (5) Fall Semester Kickoff for all Faculty & Staff – Monday, August 20, 2018
  - (6) Registration On-Site – August 21-23, 2018
  - (7) Classes begin – August 27, 2018
  - (8) Labor Day Holiday – September 3, 2018
- H. Philanthropic Report/Outside Grants Report – Exhibit

6. Personnel – Possible Closed Session in Accordance with Chapter 551, Subchapter 551.074 – Personnel, of the Texas Open Meetings Act, Texas Government Code – Exhibits

- A. Consider Approval of the *Issuance of Employee Contracts for 2018-2019* – Dr. Johnston

B. Personnel Changes

7. Adjourn

**Note:** The Vernon College Board of Trustees reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by the Texas Government Code Section 551.071 (Consultation with Attorney), 551.072 (Deliberation Regarding Real Property), 551.073 (Deliberation about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberation about Security Devices), and 551.086 (Economic Development).