



# *North East Independent School District*

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8961 Tesoro Drive, San Antonio, Texas 78217

## **NOTICE OF MEETING OF THE BOARD OF TRUSTEES**

Notice is hereby given that a meeting of the Board of Trustees of the North East Independent School District will be held on June 22, 2020 at 5:30 PM, in the Boardroom on the first floor of the Richard A. Middleton Education Center, 8961 Tesoro Drive, San Antonio, Texas. Such meeting is a Special meeting.

This meeting will be held in-person. In an effort to preserve public safety and in accordance with federal and local guidance, attendees at the meeting who are not from the same household will be required to maintain 6 feet of social distance between them and are highly encouraged to wear face coverings when not speaking. Should it be needed, the District will provide additional access to the meeting in other rooms in the building so that social distancing and safety measures can be maintained. We ask for everyone's understanding and cooperation in this regard.

Members of the public may access the meeting by viewing it on the North East Independent School District's webpage at [www.neisd.net](http://www.neisd.net) and clicking on the link <https://youtu.be/9-ZAqNm2JqA>. Members of the public may also view the meeting on the District's channel on YouTube.

- I. ESTABLISHMENT OF QUORUM AND CALL TO ORDER
- II. PUBLIC HEARING TO DISCUSS 2020-2021 BUDGET AND PROPOSED TAX RATE
  - A. Possible Action Regarding 2020-2021 Budget Adoption
  - B. Possible Action Regarding Proposed Compensation Plan for 2020-2021
- III. NEW BUSINESS FOR POSSIBLE BOARD ACTION
  - A. Business Services
    - 1. Possible Action Regarding Final Budget Amendment
    - 2. Possible Action Regarding Fund Balance Commitments
  - B. Board Policy
    - 1. Possible Action Regarding Board Policy FDA (LOCAL) Intradistrict Transfers, Second and Final Reading
- IV. EXECUTIVE SESSION
  - A. Personnel, including but not limited to Administrative Appointments pursuant to Government Code Section 551.074
    - 1. Routine Personnel including but not limited to Administrative Appointments
    - 2. Executive Director of Adult and Community Education
  - B. Purchase, Exchange, Lease, or Value of Real Property pursuant to Government Code Section 551.072
  - C. Consultation with Board's Attorney pursuant to Government Code Section 551.071
    - 1. Pending and/or Possible Litigation

V. RECONVENE AFTER EXECUTIVE SESSION

VI. MATTERS FROM EXECUTIVE SESSION

- A. Personnel, including but not limited to Administrative Appointments pursuant to Government Code Section 551.074
  - 1. Possible Action Regarding Routine Personnel including but not limited to Administrative Appointments
  - 2. Executive Director of Adult and Community Education
  - 3. Introductions
- B. Possible Action Regarding Purchase, Exchange, Lease, or Value of Real Property pursuant to Government Code Section 551.072
- C. Possible Action Regarding Consultation with Board's Attorney pursuant to Government Code Section 551.071
  - 1. Pending and/or Possible Litigation

VII. ADJOURNMENT

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*If, during the course of the meeting, discussion of any item on the agenda should be held in an Executive or Closed Session, the Board will convene in such Executive or Closed Session in accordance with the Open Meetings Act, Texas Government Code, Section 551.071, 551.072, and 551.074.*

**CERTIFICATE AS TO POSTING OR GIVING OF NOTICE**

On this 18th day of June, no later than 5:30 PM, this notice was posted on a bulletin board located at a place readily accessible and convenient to the public at the Richard A. Middleton Education Center, 8961 Tesoro Drive, San Antonio, Texas.

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The North East Independent School District does not discriminate on the basis of race, color, religion, gender, national origin, age or disability



## NORTH EAST INDEPENDENT SCHOOL DISTRICT

Date: June 22, 2020

Presenter: Dan Villarreal  
Brian Moy, Executive Director  
Finance & Accounting

Subject: 2020–2021 Budget  
Adoption

Related Page(s): Attachment

### ACTION ITEM

#### **BACKGROUND INFORMATION**

Sections 44.002 through 44.006 of the Texas Education Code establish the legal basis for budget development in school districts. The following six items summarize the legal requirements from the code:

- The superintendent is the budget officer for the district and prepares or causes the budget to be prepared.
- The district budget must be prepared by June 19 and adopted by June 30.
- The president of the board of trustees must call a public meeting of the board of trustees, giving ten-day public notice in a newspaper, for the adoption of the district budget. Any taxpayer in the district may be present and participate in the meeting.
- No funds may be expended in any manner other than as provided for in the adopted budget. The board does have the authority to amend the budget or to adopt a supplementary emergency budget to cover unforeseen expenditures.
- The budget must be prepared in accordance with generally accepted accounting principles and state guidelines.
- The budget must be legally adopted before the adoption of the tax rate.

#### **ADMINISTRATIVE CONSIDERATION**

Notice of public hearing was published as required on June 11, 2020. The adoption of the tax rate will take place in September.

#### **BUDGETARY CONSIDERATION**

The 2020–2021 budgeted revenues and expenditures, in total and by function, for the General Fund, Debt Service Fund, and School Nutrition Services Fund are attached for consideration.

#### **ADMINISTRATIVE RECOMMENDATION**

It is recommended the Board of Trustees adopt the 2020–2021 Budgets for the General Fund, Debt Service Fund, and School Nutrition Services Fund.

#### **BOARD ACTION REQUIRED**

Approval/Disapproval



# NORTH EAST INDEPENDENT SCHOOL DISTRICT

Date: June 22, 2020

Presenter:

Donna Newman  
Joel Treviño, Executive  
Director, Human Resources

Subject: Proposed Compensation  
Plan for 2020-2021

Related Page(s):

Attachments

## ACTION ITEM

### BACKGROUND INFORMATION

It is the goal of the North East Independent School District to maintain a pay system that provides for internal and external equity to recruit and retain quality personnel.

### ADMINISTRATIVE CONSIDERATION

The District recommends the following Compensation Plan for the 2020-2021 School Year, which includes:

#### **Teacher Salary Schedule**

- Maintain the starting base salary for beginning teachers / librarians, with 0 (zero) years of experience, at \$53,000, with no increase for continuing teachers / librarians
- Continue to place new-to-district teachers / librarians with 25+ years of experience at the maximum base salary pay of \$61,528
- In accordance with House Bill 3, 86<sup>th</sup> Legislative Session continue to provide the following additional base pay differential for classroom teachers<sup>1</sup> with more than five (5) year of experience in accordance.
  - 6-15 years of creditable experience = \$600 annually
  - 16+ years of creditable experience = \$1,200 annually

#### **Professional / Administrative Pay Scales (A, E, P and T)**

- Maintain pay ranges as they exist on the 2019-2020 pay scales
- Salary is frozen at the 2019-2020 rates

#### **Classified Pay Scales (C, I, O, P and T):**

- Maintain pay ranges as they exist on the 2019-2020 pay scales
- Salary is frozen at the 2019-2020 rates

#### **Possible Retention Supplement**

The COVID-19 pandemic caused NEISD to remain closed for the last nine weeks of the 2019-2020 school year, and it continues to cause uncertainty for the federal, state and local economy as well as school operations for the 2020-2021 school year. If conditions and the budget permit, the District would like to provide a retention supplement for employees during the 2020-2021 school year. Should the Texas Education Agency fund any needed distance-learning and/or student enrollment and attendance provide adequate funding to the District, as determined by the Superintendent in conjunction with District staff, the Superintendent is authorized, after presentation to the Board, to

<sup>1</sup> Per Texas Education Code Section 5.001 (2), a classroom teacher is defined as an “educator who is employed by a school district and who, not less than an average of four hours each day, teaches in an academic instructional setting or a career and technology instructional setting”. Based on this definition, the District annually reviews all teaching assignments to determine who meets this criteria to be eligible for the differentiated pay.

provide a retention supplement to employees of no more than 2%. This supplement, if provided, is outside any employment contract and only applies for the 2020-2021 school year.

If the supplement is provided and in order to qualify, employees must have a hire date on or before October 1, 2020. If implemented, qualified employees will receive a supplement consisting of the percentage set (up to 2%) of the employee's annualized pay grade midpoint under the employee's applicable 2020-2021 salary range. Half of any implemented supplement will be paid upon the qualified employee's completion of the first semester in good standing, while the other half will be paid upon the employee's completion of his or her assigned work schedule in the second semester. Temporary, substitute and employees who work less than 20 hours per week are ineligible for the supplement.

**Teacher Incentive Allotment**

In accordance with the Teacher Incentive Allotment (TIA) approved under House Bill 3, 86<sup>th</sup> Legislative Session, the District will be receiving additional state funding for every designated teacher employed. Although the District does not have a designation system in place for the 2020-2021 school year, the compensation plan must address how to compensate any teacher employed during the 2020-2021 who earns a designation in another district or who automatically earns a Recognized designation for having achieved National Board Certification. At least 90% of the TIA funds must be used on teacher compensation on the campus where the designated teacher is assigned. Such funds are not part of any employment contract.

The Board of Trustees may adjust the compensation reflected in this plan as necessary to utilize funds available under the Teacher Incentive Allotment which were not known at the time this plan was initially adopted. Distribution of Teacher Incentive Allotment funds will comply with state law and Texas Education Agency guidance.

**BUDGETARY CONSIDERATION**

The proposed Compensation Plan serves to freeze salaries at the 2019-2020 school year rates, and to determine the mechanism by which a retention supplement may be implemented, budget permitting, and the use of possible Teacher Incentive Allotment funds received. This proposal has been discussed in detail during the budget presentations.

**ADMINISTRATIVE RECOMMENDATION**

It is recommended that the Board of Trustees approve the Compensation Plan for the 2020-2021 school year.

**BOARD ACTION REQUIRED**

Approval/Disapproval



## NORTH EAST INDEPENDENT SCHOOL DISTRICT

Date: June 22, 2020

Presenter: Dan Villarreal  
Brian Moy, Executive Director  
Finance & Accounting

Subject: Final Budget Amendment

Related Page(s): Attachment

### **ACTION ITEM**

#### **BACKGROUND INFORMATION**

The 2019-2020 fiscal year budget was adopted on June 20, 2019. Expected revenue and expenditures are subject to change on a regular basis. This represents the final budget amendment for the 2019-2020 fiscal year.

#### **ADMINISTRATIVE CONSIDERATION**

By law, amendments to the budget for the General Fund, Debt Service Fund and School Nutrition Services Fund must be approved by the Board of Trustees.

#### **BUDGETARY CONSIDERATION**

The attached reports show the final budgeted revenue, appropriations and fund balance for the General Fund, Debt Service Fund and the School Nutrition Services Fund.

#### **ADMINISTRATIVE RECOMMENDATION**

It is recommended that the Board of Trustees approve Final Budget Amendment.

#### **BOARD ACTION REQUIRED**

Approval/Disapproval



## NORTH EAST INDEPENDENT SCHOOL DISTRICT

Date: June 22, 2020

Presenter: Dan Villarreal  
Brian Moy, Executive Director  
Finance & Accounting

Subject: Fund Balance Commitments      Related Page(s): Attachment

### **ACTION ITEM**

#### **BACKGROUND INFORMATION**

Governmental Accounting Standards Board (GASB) Statement No. 54 was enacted to enhance the usefulness of fund balance information and to clarify existing governmental fund type definitions. The requirements improve financial reporting by providing fund balance categories and classifications that are more easily understood and more consistently applied by governments. It establishes fund balance classifications based on the constraints imposed upon a government's use of the resources reported in its governmental funds.

#### **ADMINISTRATIVE CONSIDERATION**

Under the rules of GASB 54, fund balances in special revenue funds that are not already restricted by a third party (i.e. the grantor) should be committed for a specific purpose. Further, fund balances in capital projects funds not already restricted by bond covenant should be committed for capital projects. The Board of Trustees has the sole authority to commit fund balances.

Committed fund balances are considered released from commitment as expenditures are incurred for the purpose of the commitment.

#### **BUDGETARY CONSIDERATION**

There is no budgetary consideration.

#### **ADMINISTRATIVE RECOMMENDATION**

It is recommended the Board of Trustees approve the resolution committing certain fund balances as of June 30, 2020.

#### **BOARD ACTION REQUIRED**

Approval/Disapproval



## NORTH EAST INDEPENDENT SCHOOL DISTRICT

Date: June 22, 2020

Presenter: Rudy Jimenez  
Brent Brummet, Executive Director  
Student Support Services

Subject: Second Reading of FDA (LOCAL) Related Pages(s): Attached  
Intradistrict Transfers

### ACTION ITEM

#### **BACKGROUND INFORMATION**

TEC Ch. 25.001 governs admissions requirements to campuses and authorizes the Board of Trustees to approve transfers between campuses in specific scenarios. This prospective update to Board Policy FDA (Local) pertains to continued enrollment – i.e. instances in which a student has a valid address in a campus attendance area on or after the first instructional day but subsequently moves to another area in NEISD or out of the district altogether. The revision submitted for your consideration will expand continued enrollment eligibility to include a contingency allowing rising 5<sup>th</sup> and 8<sup>th</sup> grade students to finish their respective elementary or middle school careers on the existing campus (analogous to the opportunity currently in place for rising seniors). The additional proposed revision creates an “extenuating circumstances” clause as defined by the Superintendent to allow continued enrollments in which the move occurred prior to the first day of instruction.

#### **BUDGETARY CONSIDERATION**

None

#### **ADMINISTRATIVE RECOMMENDATION**

It is recommended that the Board approve second reading of FDA (LOCAL) – Interdistrict Transfers as presented.

#### **BOARD ACTION REQUIRED**

Approval/Disapproval



## NORTH EAST INDEPENDENT SCHOOL DISTRICT

Date: June 22, 2020

Presenter: Donna Newman  
Joel Trevino, Executive  
Director for Human  
Resources

Subject: Employment of Personnel  
New Hires

Related Page(s): None

### **ACTION ITEM**

#### **BACKGROUND INFORMATION**

Policy DC (LOCAL) states: "The Superintendent has sole authority to make recommendations to the Board regarding the selection of contractual personnel in the following categories: central office administrator from the director level and above and campus administrator, including principals and assistant principals." Final authority for employment of contractual personnel in these categories shall be retained by the Board.

#### **ADMINISTRATIVE CONSIDERATION**

Campus personnel are recommended for employment by campus principals in accordance with TEC § 11.202(b). All other personnel are recommended by appropriate supervisors. In both cases, the candidate deemed "best qualified" has been selected.

#### **BUDGETARY CONSIDERATION**

New hires associated with replacement of personnel have been budgeted prior to the hiring process. New hires associated with recently established positions are covered by a contingency fund established by the Board for this purpose. Should the cost of such positions exceed the funds so budgeted, then a separate budget amendment is brought before the Board prior to additional positions being filled.

#### **ADMINISTRATIVE RECOMMENDATION**

It is recommended that the Board of Trustees of the North East Independent School District approve the hiring of new personnel as presented.

#### **BOARD ACTION REQUIRED**

Approval/Disapproval