

Agenda of Regular Meeting

The Board of Trustees Seguin ISD

A Regular Meeting of the Board of Trustees of Seguin ISD will be held July 28, 2020, beginning at 6:30 PM in the by video or telephone conference, 1221 E Kingsbury, Seguin, TX 78155.

Members of the public may access the meeting by clicking <https://esc-20.zoom.us/j/99018118262>; Meeting ID: 990 1811 8262; Password: 312100 or dialing +13462487799,,99018118262# or +12532158782,,99018118262#.

The subjects to be discussed or considered or upon which any formal action may be taken are as listed below. Items do not have to be taken in the order shown on this meeting notice.

1. Call to Order

- A. Announcement that this meeting of the Seguin Independent School District has been duly called and that notice of this meeting has been posted in accordance with the Texas Open Meetings Act, Section 551.043 of the Texas Government Code.
- B. Pledges to the United States Flag and Texas Flag. Moment of silence.
- C. Superintendent Announcements

2. Audience with the Board

The Seguin ISD Board of Trustees designates a time for audience participation at the beginning of each meeting to hear persons who desire to make comments. In accordance with Board Policy BED(Local):

- A. those wishing to speak shall sign up before the meeting begins stating the concern or noting the agenda item they wish to address; audience participation is limited to five minutes; the Board shall not deliberate any subject that is not on the posted agenda.

3. Reports/Information Items:

- A. Seguin ISD use of North American Catholic Educational Programming
- B. Seguin ISD Continuation of the Head Start Program

4. Closed Session: Board will adjourn into closed session pursuant to the following sections of the Texas Open Meetings Act

- A. Pursuant to Texas Government Code Section §§§ 551.071, 551.074, 551.129 - Consultation with legal counsel including possible telephone consultation with legal counsel, as necessary, to address legal concerns, implications, and answer any legal questions regarding posted agenda items.
- B. Pursuant to Texas Government Code Section § 551.074 - Discuss personnel matters, including appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a employee(s).

- 1. Discussion Regarding Director of Digital Learning

5. Reconvene to Open Meeting, the Board will take appropriate action on items, if necessary, as discussed in Closed Session

- A. Possible action on professional personnel, including appointment, employment, evaluation, assignment, duties, discipline or dismissal of a public employee(s).

- 1. Possible Action to Select Director of Digital Learning

6. Consent Agenda Items - Consider and Possible Approval as Applicable

Policy BE (Local) states that the consent agenda shall include items of a routine and/or recurring nature grouped together under one action item. 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 as applicable.

- A. Approval of Board Minutes; Budget Workshop - June 11, 2020, Public Meeting - June 16, 2020, Regular Meeting - June 16, 2020, Special Meeting - June 25, 2020, Special Meeting - July 14, 2020 and Team of 8 Training - July 21, 2020.

- B. Approval of Tax Collection Reports for June 2020

- C. Approval of Investment Report for the Fourth Quarter 2019-20

- D. Approval of Investment Report for the Year Ended June 30, 2020

- E. Approval of Property, Liability, and Fleet Insurance for 2020-21

- F. Seguin ISD Extension of Service Contract with Waste Connections

- G. Non-Local Funding Sources Associated with Various State and Federal Programs Not Reflected in the Annual Adopted Budgets

- H. Renewal Information Regarding the MUNIS Financial and Human Resource System Software as a Service (SaaS) from Tyler Technologies Through the Sourcewell Purchasing Cooperative

- I. Information Regarding the Purchase of iMacs for Ball, Jefferson, Koennecke, McQueeney, Patlan, Rodriguez, Vogel, and Weinert from Apple Through the DIR Purchasing Cooperative

- J. Information Regarding the Purchase of License Fees for Seguin Independent School District from Panorama Education, Inc. Through the Choice Partners Purchasing Cooperative

- K. Seguin ISD use of Region XX Covid-19 Support Cooperative

- L. Information Regarding the Purchase of Radio Communication Equipment for Seguin Independent School District from Industrial Communications Through the TIPS Purchasing Cooperative

- M. Information Regarding the Purchase of Chromebooks for Barnes, Briesemeister, Jefferson, Koennecke, McQueeney, Patlan, Rodriguez, Vogel, and Weinert from CDWG Through the Pace Purchasing Cooperative

- N. Bond 2019 Project Update

- O. Acknowledge Public Information Act Requests June-July 2020

7. Action Items

- A. Consider Appointing an Audit Committee for the Board of Trustees

- B. Consideration and Possible Approval of Eichelbaum Wardell Hansen Powell & Muñoz, P.C. as Legal Counsel for Seguin ISD as Needed

- C. Community Eligibility Provision beginning 2020-21 School Year

D. Student Meal Pricing for 2020-21 School Year

E. Resolution for Emergency Declaration and Action Related to COVID -19

F. Possible Action to Order a General Election for November 3, 2020 for Trustees in Single Member Districts 1, 3, and 6

G. Nominate Candidate for the TASB Board of Directors

H. Designate Official Voting Delegate and Alternate to the 2020 TASB Delegate Assembly in Dallas, Texas on October 2nd - 4th, 2020

I. Personnel Action Professional Employees

8. Board Comments and Request

9. Adjourn

INFORMATION ITEM: Seguin ISD use of North American Catholic Educational Programming

RECOMMENDATION: That the Board of Trustees receive information regarding use of North American Catholic Education Programming during the 2020-2021 School Year.

RATIONALE: In July 2020, Seguin ISD purchased CoolPad Hotspots along with a one (1) year service plan through North American Catholic Educational Programming in the amount of \$91,950.00. These HotSpots were used by students for remote learning due to the Covid-19 pandemic and were purchased as an emergency transaction as authorized under board policy CH (LOCAL).

REFERENCE and COMPLIANCE: CH (LEGAL) and CH (LOCAL) Purchasing and Acquisition

PAPERWORK IMPACT: None

BUDGET IMPACT / INFORMATION: None

EXHIBITS: None

RESOURCE PERSONNEL: Bill Lewis, Chief Operations Officer/Associate Superintendent
Anthony Hillberg, CPA, Chief Financial Officer

Submitted by:

(Signature)

(Name)

(Address)

(Telephone)



Dr. Matthew Gutierrez, Superintendent

1221 E. Kingsbury St., Seguin, TX 78155

(830) 401-8614

Date Submitted: 07/28/20

INFORMATION ITEM: **Seguin ISD Continuation of the Head Start Program**

RECOMMENDATION: That the Board of Trustees receive information regarding the continuation of the Head Start Program.

RATIONALE: The Head Start Program is funded by federal grant in partnership with a federally awarded service provider. As of July 27, 2020 the awarded service provider for the Guadalupe county Head Start Program is Community Council of South Central Texas (CCSCT). While this is a new service provider for the program, the services offered to qualifying students will continue as in prior years. The program will continue to be housed at Ball Early Childhood Center.

The Head Start program is designed to offer additional support to the lowest socioeconomic students and families of Seguin ISD. Direct student services will be provided to pre-kindergarten children who are enrolled in the program. Program services provided by the partnership with CCST will include family support, technical assistance, and professional staff development. The Head Start enrolled families will be assigned a Family Advocate to provide support and information.

The grant award, in the amount of \$69,558, must be used to fund a percentage of all salary and stipend costs for SISD staff working program enrolled students. SISD staff selected for these classrooms will provide a high-quality early childhood education program in compliance with Texas Pre-Kindergarten Guidelines and Head Start Program Performance Standards.


REFERENCE and COMPLIANCE: CBB (LEGAL) - State and Federal Revenue Sources

BUDGET IMPACT / INFORMATION: Funds are provided by the Grant Award and General Operating Fund.

EXHIBITS: None

RESOURCE PERSONNEL: Mark Cantu, Chief Academic Officer
Anthony Hillberg, CPA, Chief Financial Officer

Submitted by:
(Signature)
(Name)
(Address)
(Telephone)



Dr. Matthew Gutierrez, Superintendent
1221 E. Kingsbury St., Seguin, TX 78155
(830) 401-8614

Date Submitted: 07/28/20

Minutes of Budget Workshop

The Board of Trustees

Seguin ISD

A Budget Workshop of the Board of Trustees of Seguin ISD was held Thursday, June 11, 2020, beginning at 6:30 PM in the Board Room, 1221 E. Kingsbury, Seguin, Texas.

Present: Ben Amador, Denise Crettenden, Linda Duncan, Alejandro R. Guerra, Carl Jenkins, Glenda Moreno, Cinde Thomas-Jimenez and Dr. Matthew Gutierrez, Superintendent

Absent:

Also Present: Anthony Hillberg, Chief Financial Officer; Sean Hoffmann, Chief Communications Officer; Bill Lewis, Chief Operating Officer and Associate Superintendent; Jacob Galvan, Child Nutrition Director and Nancy Ramirez, Superintendent Secretary.

1. Call to Order

A. Mrs. Thomas-Jimenez called the meeting to order at 6:30 p.m. and a quorum was established.

B. The meeting of the Seguin ISD has been duly called and notice of this meeting has been posted in accordance with the Texas Open Meetings Act, Section 551.043 of the Texas Government Code.

C. The pledges were led by Mrs. Thomas-Jimenez, followed by a moment of silence.

2. Audience with the Board

No one signed up to address the Board.

3. Budget Workshop

A. 2020-2021 Budget Development Update

The Board held a discussion with Mr. Hillberg and Mr. Galvan regarding 2020-2021 budget development updates. All board questions and comments were addressed.

4. Adjourn

The meeting adjourned at 8:46 p.m.

Secretary/July 28, 2020

President/July 28, 2020

Minutes of Public Meeting

The Board of Trustees

Seguin ISD

A Public Meeting of the Board of Trustees of Seguin ISD was held Tuesday, June 16, 2020, beginning at 6:00 PM in the Board Room, 1221 E. Kingsbury, Seguin, Texas.

Present: Ben Amador, Denise Crettenden, Linda Duncan, Alejandro R. Guerra, Carl Jenkins, Glenda Moreno and Cinde Thomas-Jimenez

Absent: Dr. Matthew Gutierrez and Mark Cantu

Also Present: Anthony Hillberg, Chief Financial Officer; Sean Hoffmann, Chief Communications Officer; Kirsten Legore, Deputy Chief Operations Officer; Bill Lewis, Chief Operating Officer and Associate Superintendent; Cindy Moreno, Deputy Chief of Staff and Human Resources and media.

1. Call to Order

A. Mrs. Thomas-Jimenez called the public meeting to order at 6:00 p.m. and a quorum was established.

2. Public Meeting to Discuss Budget and Proposed Tax Rate for the 2020-2021 School Year.

The Board met to discuss the Budget and Proposed Tax Rate for the 2020-2021 school year. All questions and comments from the board were addressed. There were no questions from the public.

3. Adjourn

The meeting adjourned at 6:33 p.m.

Secretary/July 28, 2020

President/July 28, 2020

Minutes of Regular Meeting

The Board of Trustees

Seguin ISD

A regular board meeting of the Board of Trustees of Seguin ISD was held Tuesday, June 16, 2020, beginning at 6:30 PM in the Board Room, 1221 E. Kingsbury, Seguin, Texas.

Present: Ben Amador, Denise Crettenden, Linda Duncan, Alejandro R. Guerra, Carl Jenkins, Glenda Moreno, and Cinde Thomas-Jimenez

Absent: Dr. Matthew Gutierrez and Mark Cantu

Also Present: Anthony Hillberg, Chief Financial Officer; Sean Hoffmann, Chief Communications Officer; Kirsten Legore, Deputy Chief Operations Officer; Bill Lewis, Chief Operating Officer and Associate Superintendent; Cindy Moreno, Deputy Chief of Staff and Human Resources; Anna Lisa Garza, ECHS Director; Dr. Hector Esquivel, Seguin High School Principal and media.

1. Call to Order

A. Mrs. Thomas-Jimenez called the meeting to order at 6:37 p.m. and a quorum was established. The meeting of the Seguin ISD has been duly called and notice of this meeting has been posted in accordance with the Texas Open Meetings Act, Section 551.043 of the Texas Government Code.

B. The pledges were led by Mr. Jenkins, followed by a moment of silence.

C. Superintendent Announcements:

Mr. Hoffman shared the Superintendent's announcements on behalf of Dr. Gutierrez. He recognized all the staff who helped make the 2020 Live Graduation a success and congratulated the Matador Class of 2020. Mr. Hoffman also gave an update on Governor Abbott's news conference. More information regarding the 2020-2021 school year will come as it becomes available.

2. Audience with the Board

No one signed up to address the Board.

3. Reports/Information Items:

A. Seguin Early College High School Update

The Board of Trustees received an update from Mrs. Garza, regarding the Seguin Early College High School program. Mrs. Garza also shared a presentation with a video highlighting the program's recruitment, enrollment process, support systems and TSIA testing. The class of 2020 had 19 students, more than 1,150 credits and over \$245,100 saved by ECHS students and families. All Board questions and comments were addressed.

B. Seguin ISD Use of ALICE Training Institute

The Board of Trustees received information from Mrs. Legore regarding the use of ALICE Training Institute, which the district has been using for three years. In March 2020, Seguin ISD purchased a one (1) year license for ALICE (Alert, Lockdown, Inform, Counter, Evacuate) online training, support, and maintenance in the amount of \$68,455.26. This license provides students and staff with training regarding threat assessments and emergency preparedness.

C. Bond 2019 Project Update

The Board of Trustees received an update from Mr. Lewis, regarding the 2019 Bond projects. The board will receive regular updates and progress reports on Bond 2019 related projects.

D. Update Regarding the Task Force for Reopening School

The Board of Trustees received an update from Mr. Lewis, regarding the progress from the Task Force for Reopening Schools and the multiple school and work scenarios to bring students and staff back to buildings in a safe and responsive manner. It also includes plans to quickly move into blended or remote learning, based on need including scenarios for instruction, meal service and transportation.

4. Closed Meeting –The Board went into closed session at 7:37 p.m.

A. Pursuant to Texas Government Code Section §§ 551.071, 551.074, 551.129 - Consultation with legal counsel including possible telephone consultation with legal counsel, as necessary, to address legal concerns, implications, and answer any legal questions regarding posted agenda items.

B. Pursuant to Texas Government Code Section § 551.074 - Discuss personnel matters, including appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a employee(s).

1. Discussion Regarding Jefferson Elementary Principal

C. Pursuant to Texas Government Code Section §§ 551.072 – Discuss the purchase, exchange, lease, or value of real property.

5. Reconvene to Open Meeting – The Board reconvened at 8:14 p.m.

A. Possible action to approve professional personnel, including appointment, employment, evaluation, assignment, duties, discipline or dismissal of employee(s).

1. Possible Action to Select Jefferson Elementary Principal

Mr. Jenkins moved, seconded by Ms. Duncan to approve Aaron Hannah as the Jefferson Elementary Principal.

Ayes: Amador, Crettenden, Duncan, Guerra, Jenkins, Moreno and Thomas-Jimenez

Nays: None

6. Consent Agenda Items – Consider and Possible Approval:

A. Approval of Board Minutes for:

Regular Meeting, May 26, 2020

B. Approval of Tax Collection Reports for May 2020

The Board of Trustees approved the Guadalupe County Tax Office Monthly Recap from Daryl John, Guadalupe County Tax Assessor-Collector for May 2020. The Texas Property Tax Code requires the collector of taxes for a taxing unit prepare a written report of tax collections made for the preceding month. The Guadalupe County Tax Assessor-Collector collects ad valorem taxes for the District.

C. Approval of Proposed Budget Amendments & Financial Statements for May 2020

The Board of Trustees approved the proposed budget amendments and financial statements for the General Fund, Child Nutrition Fund, and Debt Service Fund as of May 31, 2020.

D. Approval of Donations Received May 2020

The Board of Trustees approved the donations received by the District during the month of May 2020 in the amount of \$600.00 from various business and individuals. District Board policy CDC (Local) states "...any (unsolicited) gift that the potential donor has expressly made conditional upon the District's use for a specified purpose, or any gift of real property, shall require Board approval."

E. Approval to Submit Waiver from the Annual Financial Report November 27th Due Date Requirements Due to COVID-19

The Board of Trustees approved the submission of a waiver to TEA for the annual financial report November 27th due date requirements due to COVID-19. Districts may request a waiver of a requirement, restriction, or prohibition imposed by the Texas Education Code (TEC) or rule of the board or commissioner, except as prohibited by TEC 7.056(e). Seguin ISD is requesting the waiver of TEC 44.008 and applicable rules in TAC 109.23 and the Financial Accountability System Resource Guide. This waiver is applicable to the fiscal year 2019-2020 annual financial report due to COVID-19. The request, if approved, will provide the district with additional time to finalize the annual financial report beyond the November 27th due date.

F. Consideration of Approval of Inter-Local Agreements with the City of Seguin for the Latch Key Program, Day Camp and Facility Use

The Board of Trustees approved the inter-local agreements with the City of Seguin for the Latch Key Program and Facility Use for the 2020-2021 school year or one year as stated in the agreement.

G. ESC XIII and XX Annual Commitment Forms

The Board of Trustees approved the ESC commitment forms. Region Service Centers provide instructional and administrative services on an annual contract basis. The recommended commitment forms for the 2020-2021 school year have been prepared. Cost of all services does not exceed \$155,000.

H. Missed School Day Waiver

The Board of Trustees received information regarding the Missed School Day waiver. If an LEA chooses to voluntarily close school and the LEA is below (or due to the closure falls below) the 75,600 operational minute requirement, the agency will provide missed school day waivers for the closed days with the requirement that the LEA provide educational supports for the off-campus education of all students. In the event schools are closed, the current policy regarding missed school days still applies to LEAs at or above the 75,600 operational minute requirement (or 180 days for charter schools on a day’s calendar). Generally, the first two missed days must be made up using bad weather make up days or by using built in or additional minutes, prior to the granting of waivers, up to the 4,200-minute waiver cap, per Section 3.8.2 of the Student Attendance Accounting Handbook (SAAH). If an LEA has a school closure based on COVID-19 related concerns that cannot be accommodated by the above mechanism or other options available to the district, the district may seek additional minute waivers from the agency. Those waivers would be granted as long as the district commits to supporting students instructionally while absent from school grounds. Seguin ISD will be applying for a missed school day waiver for the instructional days on the approved school calendar starting March 16 to May 28. March 16 to March 20, Seguin ISD was “Closed – Preparing” for instruction and March 23 to May 28, Seguin ISD was “Closed- Instructing”. Seguin ISD is submitting a waiver for 450 minutes per day for all instructional days missed during the closure starting March 16, 2020 to May 28, 2020.

I. HB 3834 – Cyber Security Training

The Board of Trustees received information regarding the HB 3834. House Bill (HB) 3834 (86R) requires the Department of Information Resources (DIR) in consultation with the Texas Cybersecurity Council to certify training programs for state and local government employees and also requires state and local government employees to complete a certified training program. All state agency and local government employees must complete a certified training program annually. Local Government Requirement:

- Employees who have access to a local government computer
- All elected officials of the local government

Seguin ISD used Cybersecurity for Educators through the Region 6 Eduhero online training program

J. Public Information Act Request April-June 2020

The Board of Trustees received information regarding the Public Information Act requests received since April 16, 2020. The purpose of this agenda item is to keep trustees apprised of the District's Public Information program.

Mr. Amador moved, seconded by Mrs. Crettenden to approve Consent Action Items:

A. Approval of Board Minutes for:

Regular Meeting, May 26, 2020

B. Approval of Tax Collection Reports for May 2020

C. Approval of Proposed Budget Amendments & Financial Statements for May 2020

D. Approval of Donations Received May 2020

E. Approval to Submit Waiver from the Annual Financial Report November 27th Due Date Requirements Due to COVID-19

F. Consideration of Approval of Inter-Local Agreements with the City of Seguin for the Latch Key Program, Day Camp and Facility Use

G. ESC XIII and XX Annual Commitment Forms

H. Missed School Day Waiver

I. HB 3834 – Cyber Security Training

J. Public Information Act Request April-June 2020

Ayes: Amador, Crettenden, Duncan, Guerra, Jenkins, Moreno and Thomas-Jimenez

Nays: None

7. Action Items:

A. Review of the 2019-2020 Optional Flexible School Day Program and Approval of the 2020-2021 Application for Seguin High School and Mercer Blumberg Learning Center at Saegert

Mrs. Moreno moved, seconded by Mr. Guerra to review the 2019-2020 Optional Flexible School Day Program and approval of the 2020-2021 application for Seguin High School and Mercer Blumberg Learning Center at Saegert. The Optional Flexible School Day Program (OFSDP) allows Seguin ISD to provide flexible hours and days of attendance for students who meet at least one of the requirements of the Texas Education Code §29.0822(a). The goal of the program is to improve graduation rates for students who are in danger of dropping out of school, have poor attendance patterns, are returning drop outs, or are behind in credits.

Ayes: Amador, Crettenden, Duncan, Guerra, Jenkins, Moreno and Thomas-Jimenez

Nays: None

B. Consideration or Approval of Local District Update (LDU) – EIA (LOCAL)

Mr. Amador moved, seconded by Mrs. Crettenden to approve the amended board policy EIA (LOCAL) regarding the Academic Achievement: Grading/Progress Reports to Parents. Local policies may be adopted or amended by a majority of the Board at any regular or special meeting, provided that Board members have had advance written notice of the proposed change. Transitioning from grade reporting three times (every twelve weeks) to four times (every nine weeks). This will ensure continuity between early childhood and elementary.

Ayes: Amador, Crettenden, Duncan, Guerra, Jenkins, Moreno and Thomas-Jimenez

Nays: None

C. Adopt the Resolution for the Assignment of Fund Balance

Mr. Amador moved, seconded by Ms. Duncan to adopt the Resolution for the Assignment of Fund Balance as presented. School districts have the authority to assign General Operating Fund balance for specific purposes. In order to make changes within fund balance classifications, the School Board must adopt those changes by resolution. Districts use this practice to plan for large one-time purchases and to prepare for upcoming projects or initiatives. Providing each student with a mobile device can help ensure students are getting the most out of their day by having unlimited access to their device. 1:1 Technology in the classroom allows all students to participate in collaboration and can enhance interaction with what they are learning. With each student having their own device, you will never have to worry about students having to share technology or sink into passive learning. The 2 year goal is to provide a Chromebook to all 6-12 students to take home and for all K-5 students to have a device that stays in the classroom. The overall plan provides for five years for the purchase and updating of all equipment. This will be essential for the potential continuous distance learning as a result of COVID-19.

Ayes: Amador, Crettenden, Duncan, Guerra, Jenkins, Moreno and Thomas-Jimenez
Nays: None

D. Adoption of 2020-21 Budgets for the General Fund, Child Nutrition Fund, and Debt Service Fund

Mrs. Moreno moved, seconded by Mr. Jenkins to adopt the 2020-21 proposed budget for the General Fund, Food Service Fund, and Debt Service Fund as presented. The official budget consists of three separate funds: The General Fund, Food Service Fund, and Debt Service Fund. Each of these budgets must be approved by the Board of Trustees at the functional level. Subsequent amendments involving changes to functional levels must be duly approved by the Board of Trustees.

Ayes: Amador, Crettenden, Duncan, Guerra, Jenkins, Moreno and Thomas-Jimenez
Nays: None

E. Consider Recommendations for Term Contracts, Probationary Contracts, and Employment Agreements for Administrative Personnel

Mr. Amador moved, seconded by Mr. Guerra to approve the contract renewals, employment agreements, and/or extensions for administrative personnel as recommended.

Ayes: Amador, Crettenden, Duncan, Guerra, Jenkins, Moreno and Thomas-Jimenez
Nays: None

F. Personnel Action Professional Employees

Ms. Duncan moved, seconded by Mrs. Moreno to recognize and acknowledge the following new professional hires for the 2020-2021 school year and the resignations listed below:

New Hire Elections: **Badrak, Jeanine, Seguin High School, effective 8/10/2020**
 Brietzke, Rebecca, Seguin High School, effective 8/10/2020
 Bush, Lauren, Barnes Middle School, effective 8/10/2020
 Donaubauer, Thomas, Seguin High School, effective 8/10/2020
 Duvall, Bianca, AJB Middle School, effective 7/20/2020
 Ford, Caroline, AJB Middle School, effective 8/10/2020
 Goodson, Brittanie, Barnes Middle School, effective 8/10/2020
 Jones, Traci, Vogel Elementary, effective 8/10/2020
 Ledwig, Sarah, Koennecke Elementary, effective 8/10/2020
 Mason, Andrew, Barnes Middle School, effective 8/10/2020
 Moehrig, Jessica, AJB Middle School, effective 8/10/2020
 Moehrig, Karl, AJB Middle School, effective 8/10/2020

Ortiz, Jacob, Barnes Middle School, effective 8/10/2020
Osteen, Patricia, Barnes Middle School, effective 8/10/2020
Owens, Cody, Seguin High School, effective 8/10/2020
Perez Yoder, Joaquina, Seguin High School, 8/10/2020
Peters, Shelby, Weinert Elementary, effective 8/10/2020
Polcyn, Katie, Jefferson Elementary, effective 8/10/2020
Vargas, Edith, Ball Early Childhood Center, effective 8/10/2020
Voyles, Brenda, AJB Middle School, effective 8/10/2020

Advancement:

Castro, Jessica, Ball Early Childhood Center, 7/20/2020
Administrative Intern
Guerra, Maria, Barnes Middle School, 7/20/2020
Administrative Intern
Zink, Suzanne, Seguin High School, 7/20/2020
Administrative Intern

Resignations:

Arenivas-Wollney, Marivel, Rodriguez Elementary, 6/5/2020
Ms. Arenivas-Wollney, Counselor, has resigned due to personal reasons.
Blancarte, Heidi, Vogel Elementary, effective 5/29/2020
Blancarte, Heidi, Music Teacher, has resigned to accept a position with New Braunfels ISD.
Castilleja, Meagan, Vogel Elementary, effective 5/29/2020
Ms. Castilleja, 4th Grade Teacher, has resigned due to family reasons.
Goddard, Rachael, Barnes Middle School, effective 5/29/2020
Ms. Goddard, Special Education Teacher, has resigned due to personal reasons.
Gonzalez, Rudy, AJB Middle School, effective 6/16/2020
Mr. Gonzalez, Assistant Principal, has resigned to accept a position with New Braunfels ISD.
Jenkins, Jennifer, Weinert Elementary, effective 5/29/2020
Ms. Jenkins, 3rd Grade Teacher, has resigned to accept a position with NEISD.
Marshall, Megan, Seguin High School, effective 5/29/2020
Ms. Marshall, English Resource Teacher, has resigned due to personal reasons.
Miller II, Theodore, Seguin High School, effective 5/29/2020
Mr. Miller, Special Education Teacher/Coach, has resigned to accept a position with other district.
Murray- Lewis, Katherine, Barnes Middle School, effective 5/29/2020
Ms. Murray- Lewis, Special Education Teacher, has resigned to accept a position with Fredericksburg ISD.
Riley, Reba, Barnes Middle School, effective 6/10/2020
Ms. Riley, Reading Interventionist, has resigned to accept a position with San Marcos ISD.
Schycker, Haley, Vogel Elementary, effective 5/29/2020
Ms. Schycker, 1st Grade Teacher, has resigned to accept a position with other district.
Sosa III, Luis, Barnes Middle School, effective 6/16/2020
Mr. Sosa, Assistant Principal, has resigned to accept a position with other district.

Ullrich, Sheila, Seguin High School, effective 6/10/2020

Ms. Ullrich, Testing Coordinator, has resigned due to personal reasons.

Ayes: Amador, Crettenden, Duncan, Guerra, Jenkins, Moreno and Thomas-Jimenez

Nays: None

Abstains: Guerra abstained from Maria Guerra (listed under Advancements)

8. Board Comments and Request

There were no new request from the Board.

All prior Board requests have been addressed.

9. Adjourn

Mr. Amador moved, seconded by Mrs. Moreno to adjourn the meeting. The meeting adjourned at 9:10 p.m.

Ayes: Amador, Crettenden, Duncan, Guerra, Jenkins, Moreno and Thomas-Jimenez

Nays: None

Secretary/July 28, 2020

President/July 28, 2020

Minutes of Special Meeting

The Board of Trustees

Seguin ISD

A Special Meeting of the Board of Trustees of Seguin ISD was held Thursday, June 25, 2020, beginning at 6:30 PM in the Board Room, 1221 E. Kingsbury, Seguin, Texas.

Present: Ben Amador, Denise Crettenden, Linda Duncan, Alejandro R. Guerra, Carl Jenkins, Glenda Moreno, Cinde Thomas-Jimenez and Dr. Matthew Gutierrez

Absent:

Also Present: Bill Lewis, Chief Operating Officer and Associate Superintendent

1. Call to Order

A. Mrs. Thomas-Jimenez called the meeting to order at 6:30 p.m. and a quorum was established.

B. The meeting of the Seguin ISD has been duly called and notice of this meeting has been posted in accordance with the Texas Open Meetings Act, Section 551.043 of the Texas Government Code.

C. The pledges were led by Mrs. Thomas-Jimenez, followed by a moment of silence.

2. Audience with the Board

No one signed up to address the Board.

3. Closed Meeting: The Board went into closed session at 6:33 p.m.

A. Pursuant to Texas Government Code Section §551.074 – To conduct the annual Superintendent evaluation/contract.

4. Open Session: The Board reconvened into open session at 8:39 p.m.

A. Possible action regarding adoption of Superintendent's evaluation/contract.

Mrs. Moreno moved, seconded by Mr. Amador to adopt the Superintendent's contract to include a two year extension, pay raise will be the same rate as Seguin ISD staff and to provide Dr. Matthew Gutierrez with an annuity.

Ayes: Amador, Crettenden, Duncan, Guerra, Jenkins, Moreno and Thomas-Jimenez

Nays: None

5. Adjourn

The meeting adjourned at 8:41p.m.

Secretary/July 28, 2020

President/July 28, 2020

Minutes of Special Meeting

The Board of Trustees

Seguin ISD

A Special Meeting of the Board of Trustees of Seguin ISD was held Tuesday, July 14, 2020, beginning at 6:30 PM by video and telephone conference.

Meetings of the Board are normally held at the Administration Office Board Room. This meeting was conducted by video and telephone conference in accordance with the Governor's authorization concerning suspension of certain open meeting law requirements for COVID-19 (Coronavirus) Disaster.

Present: Ben Amador, Denise Crettenden, Linda Duncan, Alejandro R. Guerra, Carl Jenkins, Glenda Moreno, Cinde Thomas-Jimenez and Dr. Matthew Gutierrez

Absent:

Also Present: Mark Cantu, Chief of Staff and School Improvement; Anthony Hillberg, Chief Financial Officer; Sean Hoffmann, Chief Communications Officer; Kirsten Legore, Deputy Chief Operations Officer; Bill Lewis, Chief Operating Officer and Associate Superintendent; Cindy Moreno, Deputy Chief of Staff and Human Resources; Nikki Bittings, Director Human Resources and Transportation; James Pizana, Director Facilities and Maintenance; Pete Silvius, Director Whole Child Initiative; Jacob Galvan, Director Child Nutrition; and Nancy Ramirez, Superintendent Secretary and media.

1. Call to Order

A. Mrs. Thomas-Jimenez called the meeting to order at 6:31 p.m. and a quorum was established.

B. The meeting of the Seguin ISD has been duly called and notice of this meeting has been posted in accordance with the Texas Open Meetings Act, Section 551.043 of the Texas Government Code.

C. The pledges were led by Mrs. Crettenden, followed by a moment of silence.

2. Audience with the Board

No one signed up to address the Board.

3. Open Session:

A. Task Force for Reopening Schools Update.

The Board received information from Dr. Gutierrez and members of the Task Force for Reopening Schools regarding most recent data, events and updates to the Task Force plans with regard to public health concerns due to the increase of COVID-19 cases. Other topics that were discussed included but were not limited to school safety, operations, personnel, student meals, student transportation, academics, whole child supports and distance learning. All board questions and comments were addressed. Dr. Gutierrez welcomed the community and staff to participate in the town halls on Wednesday, July 15 with regard to staff at 2 p.m. and the community at 5 p.m. The Board thanked and recognized Dr. Gutierrez and the staff for their hard work and ongoing contributions to ensure the best plans for the safety of our students and staff.

The Board recessed from 8:43 until 8:50 p.m.

4. **Closed Meeting:** The Board went into closed session at 8:50 p.m.

A. Pursuant to Texas Government Code Section §551.072 to discuss the purchase, exchange, lease or value of real property.

5. **Open Session:** The Board reconvened into open session at 9:14 p.m.

A. Consideration and Possible Action, Including Adoption of a Resolution Approving the Sale of Real Property and Improvements Located at 225 N. Saunders, Seguin, Texas 78155, Commonly Known as the Lizzie M. Burges Property and Delegate Authority to the Superintendent to Negotiate and Execute a Sales Agreement and Special Warranty Deed Effecting the Sale of Such Property

Mrs. Moreno moved, seconded by Ms. Duncan to adopt the resolution approving the sale of Lizzie M. Burges property.

Ayes: Amador, Crettenden, Duncan, Guerra, Jenkins, Moreno and Thomas-Jimenez

Nays: None

B. Possible Action to Approve the Resolution to Transfer Technology Equipment to Students

Mr. Amador moved, seconded by Mrs. Crettenden to approve the resolution to transfer technology equipment to students.

Ayes: Amador, Crettenden, Duncan, Guerra, Jenkins, Moreno and Thomas-Jimenez

Nays: None

6. **Adjourn**

The meeting adjourned at 9:27p.m.

Secretary/July 28, 2020

President/July 28, 2020

Minutes of Team of 8 Training

The Board of Trustees

Seguin ISD

A Team of 8 Training of the Board of Trustees of Seguin ISD was held Tuesday, July 21, 2020, beginning at 6:00 p.m. by video and telephone conference.

Meetings of the Board are normally held at the Administration Office Board Room. This meeting was conducted by video and telephone conference in accordance with the Governor's authorization concerning suspension of certain open meeting law requirements for COVID-19 (Coronavirus) Disaster.

Present: Ben Amador (arrived at 6:04 p.m.), Denise Crettenden, Linda Duncan, Alejandro R. Guerra, Carl Jenkins, Glenda Moreno, Cinde Thomas-Jimenez and Dr. Matthew Gutierrez, Superintendent

Absent:

Also Present: Sean Hoffmann, Chief Communications Officer; Bill Lewis, Chief Operating Officer and Associate Superintendent; Orin Moore and David Koempel, Texas Association of School Boards (TASB) Consultants; and Nancy Ramirez, Superintendent Secretary.

1. Call to Order

- A. Mrs. Thomas-Jimenez called the meeting to order at 6:02 p.m. and a quorum was established.
- B. The meeting of the Seguin ISD has been duly called and notice of this meeting has been posted in accordance with the Texas Open Meetings Act, Section 551.043 of the Texas Government Code.
- C. The pledges were led by Mrs. Thomas-Jimenez, followed by a moment of silence.

2. Audience with the Board

No one signed up to address the board.

3. Action Item

A. Approval of Revised School Calendar for 2020-2021 School Year

Mr. Jenkins moved, seconded by Mrs. Crettenden to adopt the revised 2020-2021 school calendar as it was presented. Trustees unanimously approved the 2020-2021 instructional calendar on Feb. 24, 2020. Due to the COVID-19 pandemic and in abundance of caution for Seguin ISD students and staff, as well as input from staff and community, a delayed start date of September 8, 2020 is proposed in the revised calendar. Due to the delayed start date, six and nine week grading periods have been adjusted to include the end of the first semester on January 29, 2021 and the beginning of the second semester on February 1, 2021. Every effort has been made to maintain the integrity of holidays, teacher workdays, and staff development days that were included in the previously approved calendar.

Ayes: Amador, Crettenden, Duncan, Guerra, Jenkins, and Thomas-Jimenez

Nays: None

Mrs. Moreno was not available at the time of the vote and was unable to participate.

4. Team of 8 Training – Facilitated by Orin Moore, Texas Association of School Boards (TASB) Consultant

A. Tier 3 Professional Development

The Board and Dr. Gutierrez participated in a Team of 8 Training facilitated by Orin Moore regarding Tier 3 Professional Development in reference to TASB XG Board Development including board self-assessment, the progress of the team, and future goals. Mr. Moore and Mr. Koempel recognized the Board for their accomplishments and for being a highly effective Board that utilizes the best board governance techniques' in regards to student focus, support, ethics, respect, trust, leading by example, mentoring, transparency and excellent communication.

5. Adjourn

Mrs. Moreno moved, seconded by Mr. Amador to adjourn the meeting.

Ayes: Amador, Crettenden, Duncan, Guerra, Jenkins, Moreno and Thomas-Jimenez

Nays: None

The meeting adjourned at 9:14 p.m.

Secretary/July 28, 2020

President/July 28, 2020

ACTION ITEM:

Approval of Tax Collection Reports for June 2020

RECOMMENDATION:

That the Board of Trustees approve the Guadalupe County Tax Office Monthly Recap from Daryl John, Guadalupe County Tax Assessor-Collector for June 2020.

RATIONALE:

The Texas Property Tax Code requires the collector of taxes for a taxing unit prepare a written report of tax collections made for the preceding month. The Guadalupe County Tax Assessor-Collector collects ad valorem taxes for the District.

REFERENCE and COMPLIANCE:

BDAF (LEGAL) - Selection and Duties of Chief Tax Official

PAPERWORK IMPACT:

None

BUDGET IMPACT / INFORMATION:

Tax payments are received by direct deposit to the District's accounts at Lone Star Investment Pool. Payments are remitted to the District two days after the County receives them.

Total Tax Collections for the month of May 2020:

Current	\$	451,499
Delinquent		73,205
Penalty and Interest		76,939
Total Monthly Collections	\$	<u>601,642</u>
Total Tax Collections Year to Date	\$	<u>49,222,911</u>
Delinquent Tax Levy		2,700,507
Percent Collected through May 2020		69.07%
Percent of Tax Levy Collected last year		69.01%

EXHIBITS:

None

RESOURCE PERSONNEL:

Anthony Hillberg, CPA, Chief Financial Officer

Submitted by:



Date Submitted: 07/28/20

(Signature)

(Name)

(Address)

(Telephone)

Dr. Matthew Gutierrez, Superintendent
1221 E. Kingsbury St., Seguin, TX 78155
(830) 401-8614

ACTION ITEM:

Approval of Investment Report for the Fourth Quarter 2019-20

RECOMMENDATION:

That the Board of Trustees approve the Investment Report for the Fourth Quarter 2019-20.

RATIONALE:

State law and Board Policy require quarterly reports regarding the District’s investments.

This report is designed to allow the Board of Trustees to review the investment activity for the fourth quarter April through June 2020. The District’s earnings rates, investment position, and yield information are presented for the period.

The District currently invests exclusively in interlocal governmental investment pools (“pools”), which allow withdrawals on a same day basis. The book value of pools is considered to be the market value and is reflected accordingly in the attached Investment Report.

REFERENCE and COMPLIANCE:

CDA (LEGAL) and CDA (LOCAL) Other Revenues - Investments

BUDGET IMPACT / INFORMATION:

None


EXHIBITS:

Investment Report

RESOURCE PERSONNEL:

Anthony Hillberg, CPA, Chief Financial Officer
Roxanne Molina, General Ledger Specialist

Submitted by:
(Signature)
(Name)
(Address)
(Telephone)


Dr. Matthew Gutierrez, Superintendent
1221 E. Kingsbury St., Seguin, TX 78155
(830) 401-8614

Date Submitted: 07/28/20

**SEGUIN INDEPENDENT SCHOOL DISTRICT
INVESTMENT REPORT
QUARTER ENDED JUNE 30, 2020**

<u>INVESTMENT TRANSACTIONS</u>	<u>BALANCE</u> <u>03/31/20</u>	<u>NET</u> <u>CHANGE</u>	<u>BALANCE</u> <u>06/30/20</u>
GENERAL OPERATING FUND 199			
TexPool	757,823	(11,242)	746,581
Lone Star	25,245,219	(5,748,322)	19,496,897
Logic	422,077	875	422,952
MBIA	8,864,267	17,978	8,882,245
TOTAL GENERAL OPERATING FUND	\$ 35,289,386	\$ (5,740,710)	\$ 29,548,675
FOOD SERVICE FUND 240			
Lone Star	\$ 886,533	\$ (180,488)	\$ 706,045
INTEREST AND SINKING FUND 599			
TexPool	1,089,832	850	1,090,683
Lone Star	10,838,485	(940,561)	9,897,924
TOTAL INTEREST AND SINKING FUND	\$ 11,928,318	\$ (939,711)	\$ 10,988,607
2019 SCHOOL BUILDING FUND 620			
Lone Star	\$ 28,220,886	\$ (6,480,157)	\$ 21,740,729
OAK PARK MALL FUND 711			
TexPool	\$ 389,871	\$ 3,326	\$ 393,197
WORKER'S COMPENSATION SELF-INSURANCE FUND 753			
TexPool	804,442	628	805,070
Lone Star	2,398,238	86,052	2,484,290
TOTAL WORKERS' COMPENSATION FUND	\$ 3,202,680	\$ 86,680	\$ 3,289,360
STUDENT ACTIVITY TRUST & AGENCY FUND 865			
TexPool	\$ 198,135	\$ 155	\$ 198,290
GRAND TOTALS	\$ 80,115,809	\$ (13,250,906)	\$ 66,864,903

**SEGUIN INDEPENDENT SCHOOL DISTRICT
INVESTMENT REPORT
QUARTER ENDED JUNE 30, 2020**

<u>YIELD ON INVESTMENTS</u>	<u>AVERAGE BALANCE</u>	<u>INTEREST INCOME</u>	<u>YIELD</u>
GENERAL OPERATING FUND 199			
TexPool - Local Maintenance	751,757	587	0.313%
Lone Star	24,511,042	62,151	1.017%
Logic	422,419	875	0.831%
MBIA	8,874,812	17,978	0.813%
TOTAL GENERAL OPERATING FUND	\$ 34,560,029	\$ 81,591	0.947%
FOOD SERVICE FUND 240			
Lone Star	\$ 789,190	\$ 2,002	1.017%
INTEREST AND SINKING FUND 599			
TexPool	1,090,202	850	0.313%
Lone Star	9,663,361	24,008	0.996%
TOTAL INTEREST & SINKING FUND	\$ 10,753,564	\$ 24,858	0.927%
2019 SCHOOL BUILDING FUND 620			
Lone Star	\$ 25,548,687	\$ 64,925	1.019%
OAK PARK MALL ENTERPRISE FUND 711			
TexPool	\$ 395,905	\$ 308	0.312%
WORKER'S COMPENSATION SELF-INSURANCE FUND 753			
TexPool	804,715	628	0.313%
Lone Star	2,431,343	6,046	0.997%
TOTAL WORKER'S COMPENSATION FUND	\$ 3,236,058	\$ 6,674	0.827%
STUDENT ACTIVITY TRUST & AGENCY FUND 865			
TexPool	\$ 198,202	\$ 155	0.313%
TOTAL INTEREST FOR ALL FUNDS	\$ 75,481,635	\$ 180,512	0.959%
BENCHMARK YIELDS			
3-Month US Treasury Bill			0.142%
6-Month US Treasury Bill			0.168%
One Year US Treasury Bill			0.174%
Two Year US Treasury Bill			0.194%

**SEGUIN INDEPENDENT SCHOOL DISTRICT
INVESTMENT REPORT
QUARTER ENDED JUNE 30, 2020**

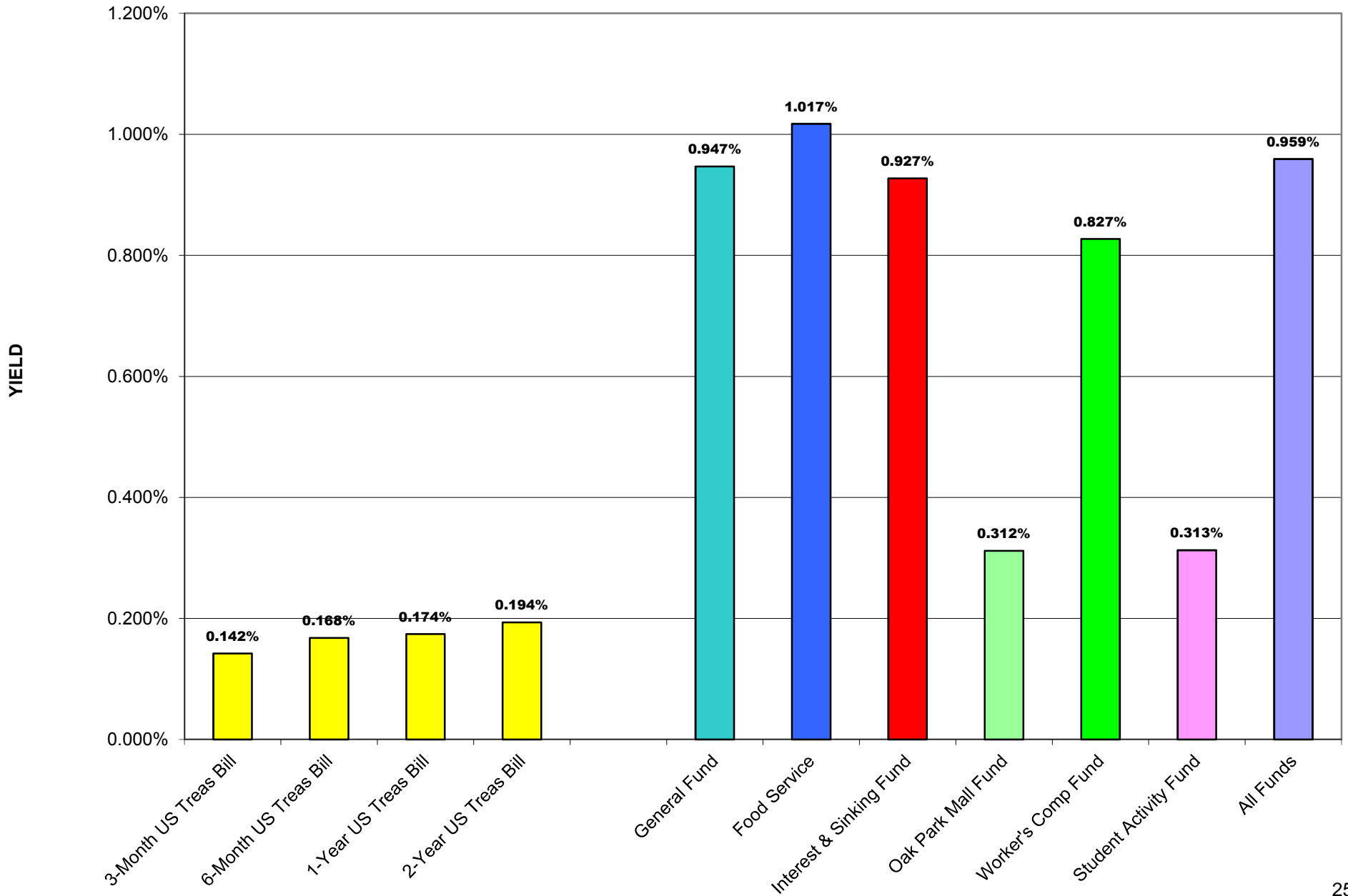
<u>INVENTORY OF INVESTMENTS</u>	Weighted Average Maturity 1.0 Day	Balance 6/30/2020
GENERAL OPERATING FUND 199		
TexPool - Local Maintenance		746,581
Lone Star		19,496,897
Logic		422,952
MBIA		8,882,245
TOTAL GENERAL OPERATING FUND		\$ 29,548,675
Weighted Average Maturity		
FOOD SERVICE FUND 240		
Lone Star		\$ 706,045
Weighted Average Maturity		
INTEREST & SINKING FUND 599		
TexPool		1,090,683
Lone Star		9,897,924
TOTAL INTEREST & SINKING FUND		\$ 10,988,607
Weighted Average Maturity		
2019 SCHOOL BUILDING FUND 620		
Lone Star		\$21,740,729.2
Weighted Average Maturity		
OAK PARK MALL ENTERPRISE FUND 711		
TexPool		\$ 393,197
WORKER'S COMPENSATION SELF-INSURANCE FUND 753		
TexPool		805,070
Lone Star		2,484,290
TOTAL WORKERS' COMPENSATION FUND		\$ 3,289,360
Weighted Average Maturity		
STUDENT ACTIVITY TRUST & AGENCY FUND 865		
TexPool		\$ 198,290
Weighted Average Maturity		
GRAND TOTALS		\$ 66,864,903

The investments of the District are in compliance with Investment Policy and the Public Funds Investments Act.

Dr. Matthew Gutierrez, Superintendent *Matthew Gutierrez*
Anthony Hillberg, Chief Financial Officer *Tony Hillberg*
Roxanne Molina, General Ledger Specialist *Roxanne Molina*

SEGUIN INDEPENDENT SCHOOL DISTRICT

QUARTER ENDED JUNE 30, 2020



ACTION ITEM: **Approval of Investment Report for the Year Ended June 30, 2020**

RECOMMENDATION: That the Board of Trustees approve the Investment Report for the Year Ended June 30, 2020.

RATIONALE: State law and Board Policy require quarterly reports regarding the District's investments.

This report is designed to allow the Board of Trustees to review the investment activity for the year ended June 30, 2020. The District's earnings rates, investment position, and yield information are presented for the period.

The District currently invests exclusively in interlocal governmental investment pools ("pools"), which allow withdrawals on a same day basis. The book value of pools is considered to be the market value and is reflected accordingly in the attached Investment Report.

REFERENCE and COMPLIANCE: CDA (LEGAL) and CDA (LOCAL) Other Revenues - Investments


PAPERWORK None

BUDGET IMPACT / INFORMATION: None

EXHIBITS: Investment Report

RESOURCE PERSONNEL: Anthony Hillberg, CPA, Chief Financial Officer
Roxanne Molina, General Ledger Specialist

Submitted by:
(Signature)
(Name)
(Address)
(Telephone)

 Date Submitted: 07/28/20
Dr. Matthew Gutierrez, Superintendent
1221 E. Kingsbury St., Seguin, TX 78155
(830) 401-8614

**SEGUIN INDEPENDENT SCHOOL DISTRICT
INVESTMENT REPORT
YEAR ENDED JUNE 30, 2020**

<u>INVESTMENT TRANSACTIONS</u>	<u>BALANCE</u> <u>06/30/19</u>	<u>NET</u> <u>CHANGE</u>	<u>BALANCE</u> <u>06/30/20</u>
QZAB 161			
Lone Star	\$ 463,667	\$ (463,667)	\$ -
GENERAL OPERATING FUND 199			
TexPool	779,117	(32,536)	746,581
Lone Star	19,996,053	(499,156)	19,496,897
Logic	415,858	7,094	422,952
MBIA	8,732,456	149,788	8,882,245
TOTAL GENERAL OPERATING FUND	\$ 29,923,485	\$ (374,810)	\$ 29,548,675
FOOD SERVICE FUND 240			
Lone Star	\$ 1,486,441	\$ (780,396)	\$ 706,045
INTEREST AND SINKING FUND 599			
TexPool	1,075,231	15,452	1,090,683
Lone Star	9,386,395	511,530	9,897,924
TOTAL INTEREST AND SINKING FUND	\$ 10,461,626	\$ 526,981	\$ 10,988,607
2019 SCHOOL BUILDING FUND 620			
Lone Star	\$ -	\$ 21,740,729	\$ 21,740,729
OAK PARK MALL FUND 711			
TexPool	\$ 370,081	\$ 23,116	\$ 393,197
WORKER'S COMPENSATION SELF-INSURANCE FUND 753			
TexPool	793,664	11,406	805,070
Lone Star	2,300,233	184,057	2,484,290
TOTAL WORKERS' COMPENSATION FUND	\$ 3,093,898	\$ 195,462	\$ 3,289,360
STUDENT ACTIVITY TRUST & AGENCY FUND 865			
TexPool	\$ 210,087	\$ (11,798)	\$ 198,290
GRAND TOTALS	\$ 46,009,285	\$ (421,444)	\$ 66,864,903

**SEGUIN INDEPENDENT SCHOOL DISTRICT
INVESTMENT REPORT
YEAR ENDED JUNE 30, 2020**

<u>YIELD ON INVESTMENTS</u>	<u>AVERAGE BALANCE 06/30/2020</u>	<u>INTEREST INCOME</u>	<u>YIELD</u>
QZAB 161			
Lone Star	\$ 55,161	\$ 1,331	2.406%
GENERAL OPERATING FUND 199			
TexPool - Local Maintenance	768,846	11,061	1.439%
Lone Star	22,337,885	381,172	1.707%
Logic	419,782	7,094	1.690%
MBIA	8,821,780	149,788	1.698%
TOTAL GENERAL OPERATING FUND	\$ 32,348,293	\$ 549,116	1.693%
FOOD SERVICE FUND 240			
Lone Star	\$ 863,923	\$ 15,754	1.819%
INTEREST AND SINKING FUND 599			
TexPool	1,084,561	15,452	1.425%
Lone Star	7,214,992	118,193	1.638%
TOTAL INTEREST & SINKING FUND	\$ 8,299,553	\$ 133,644	1.606%
2019 SCHOOL BUILDING FUND 620			
Lone Star	\$ 26,965,204	\$ 466,840	1.727%
OAK PARK MALL ENTERPRISE FUND 711			
TexPool	\$ 378,908	\$ 5,331	1.403%
WORKER'S COMPENSATION SELF-INSURANCE FUND 753			
TexPool	800,552	11,406	1.425%
Lone Star	2,343,600	41,158	1.756%
TOTAL WORKER'S COMPENSATION FUND	\$ 3,144,152	\$ 52,563	1.667%
STUDENT ACTIVITY TRUST & AGENCY FUND 865			
TexPool	\$ 203,923	\$ 2,942	1.439%
TOTAL INTEREST FOR ALL FUNDS	\$ 72,259,116	\$ 1,227,521	1.694%
BENCHMARK YIELDS			
3-Month US Treasury Bill			1.222%
6-Month US Treasury Bill			1.214%
One Year US Treasury Bill			1.167%
Two Year US Treasury Bill			1.139%

**SEGUIN INDEPENDENT SCHOOL DISTRICT
INVESTMENT REPORT
YEAR ENDED JUNE 30, 2020**

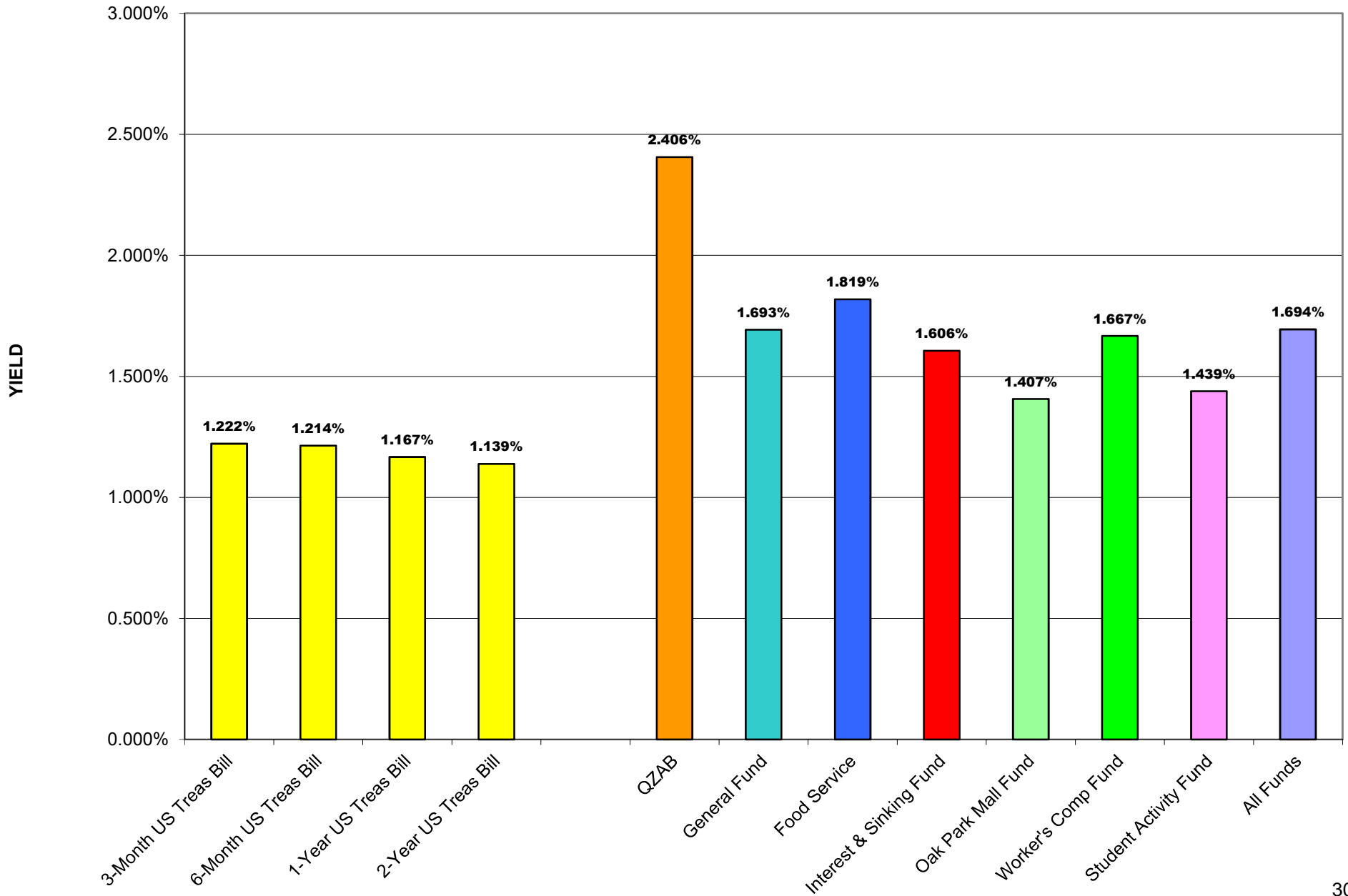
<u>INVENTORY OF INVESTMENTS</u>	Weighted Average Maturity 1.0 Day	<u>Balance 6/30/2020</u>
QZAB 161		43,646
Lone Star		\$ -
	Weighted Average Maturity	
GENERAL OPERATING FUND 199		
TexPool - Local Maintenance		746,581
Lone Star		19,496,897
Logic		422,952
MBIA		8,882,245
TOTAL GENERAL OPERATING FUND		<u>\$ 29,548,675</u>
	Weighted Average Maturity	
FOOD SERVICE FUND 240		
Lone Star		<u>\$ 706,045</u>
	Weighted Average Maturity	
INTEREST & SINKING FUND 599		
TexPool		1,090,683
Lone Star		9,897,924
TOTAL INTEREST & SINKING FUND		<u>\$ 10,988,607</u>
	Weighted Average Maturity	
2019 SCHOOL BUILDING FUND 620		
Lone Star		<u>\$ 21,740,729</u>
OAK PARK MALL ENTERPRISE FUND 711		
TexPool		<u>\$ 393,197</u>
WORKER'S COMPENSATION SELF-INSURANCE FUND 753		
TexPool		805,070
Lone Star		2,484,290
TOTAL WORKERS' COMPENSATION FUND		<u>\$ 3,289,360</u>
	Weighted Average Maturity	
STUDENT ACTIVITY TRUST & AGENCY FUND 865		
TexPool		<u>\$ 198,290</u>
	Weighted Average Maturity	
GRAND TOTALS		<u><u>\$ 66,864,903</u></u>

The investments of the District are in compliance with Investment Policy and the Public Funds Investments Act.

Dr. Matthew Gutierrez, Superintendent *Matthew Gutierrez*
 Anthony Hillberg, Chief Financial Officer *Tony Hillberg*
 Roxanne Molina, General Ledger Specialist *Roxanne Molina*

SEGUIN INDEPENDENT SCHOOL DISTRICT

YEAR ENDED JUNE 30, 2020



ACTION ITEM: **Approval of Property, Liability, and Fleet Insurance for 2020-21**

RECOMMENDATION: That the Board of Trustees approve the renewal of property, liability, and fleet insurance coverage with the Texas Association of School Boards (TASB) with a premium of \$363,282.

RATIONALE: The cost is \$44,466 higher than 2019-2020. Coverages under the plan include the following: property, school liability, privacy & information security, auto, and ancillary (violent acts). Part of the increase is due to an option to buy down our Wind and Hail deductible from \$100,000 to \$50,000 at a cost of \$13,950.

REFERENCE and COMPLIANCE: CRB (LEGAL) and CRB (LOCAL) Insurance and Annuities Management-Liability Insurance


PAPERWORK IMPACT: None

BUDGET IMPACT / INFORMATION: Funds are provided in the General Operating Fund.

EXHIBITS: None

RESOURCE PERSONNEL: Anthony Hillberg, CPA, Chief Financial Officer
Jennifer Raske, Purchasing Specialist/Risk Manager

Submitted by:
(Signature)
(Name)
(Address)
(Telephone)



Dr. Matthew Gutierrez, Superintendent
1221 E. Kingsbury St., Seguin, TX 78155
(830) 401-8614

Date Submitted: 07/28/20

INFORMATION ITEM: **Seguin ISD Extension of Service Contract with Waste Connections**

RECOMMENDATION: That the Board of Trustees receive information regarding the continued use of Waste Connections for waste removal services.

RATIONALE: This contract is an extension of services from the proposal approved by the School Board on September 24, 2019 under RFP #20-03. Waste Connections will continue to operate under the same provisions of the original contract for waste removal services for the 2020-21 school year.


REFERENCE and COMPLIANCE: CH (LEGAL) and CH (LOCAL) Purchasing and Acquisition

PAPERWORK IMPACT: None

BUDGET IMPACT / INFORMATION: Funds are provided by the General Operating Fund.

EXHIBITS: None

RESOURCE PERSONNEL: James Pizana, Director of Facilities & Maintenance
Anthony Hillberg, CPA, Chief Financial Officer

Submitted by:  Date Submitted: 07/28/20
(Signature) _____
(Name) Dr. Matthew Gutierrez, Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614

INFORMATION ITEM:

Non-Local Funding Sources Associated with Various State and Federal Programs Not Reflected in the Annual Adopted Budgets

RECOMMENDATION:

That the Board of Trustees receives an update regarding all non-local funding sources associated with various state and federal programs not reflected in the annual adopted budgets.

RATIONALE:

Each year, the Board of Trustees is required to adopt operating budgets for the General Operating Fund, Child Nutrition Fund, and the Debt Service Fund. In addition to these primary funding sources, the district receives financial assistance to support certain state and federal programs. The Texas Education Agency (TEA), or another state agency designated by the governor, shall coordinate the actions of a district participating in one or more of these assistance programs. An overview of these additional funding sources, the awarded amount, and a description of service requirements of each program for the 2020-21 fiscal year is provided in the attached exhibit.

REFERENCE and COMPLIANCE:

CBB (LEGAL) - State and Federal Revenue Sources

PAPERWORK IMPACT:

None

BUDGET IMPACT / INFORMATION:

None

EXHIBITS:

Federal Fund Source Listing 2020-2021

RESOURCE PERSONNEL:

Anthony Hillberg, CPA, Chief Financial Officer

Submitted by:

(Signature)

(Name)

(Address)

(Telephone)



Dr. Matthew Gutierrez, Superintendent
1221 E. Kingsbury St., Seguin, TX 78155
(830) 401-8614

Date Submitted: 07/28/20



**Federal Fund Source Listing
 2020-2021**

Fund Code	Name & Description	Allocation
211	Title I, Part A - Improving Basic Programs	\$1,718,500
	<i>Provides supplemental funding to acquire additional education resources at schools serving high concentrations of students from low-income homes. These resources are used to improve the quality of education programs and ensure students from low-income families have opportunities to meet challenging state assessments.</i>	
212	Title I, Part C - Education of Migratory Children	\$23,017
	<i>Provides funding to design and support programs that help migrant students overcome the challenges of mobility, cultural and language barriers, social isolation, and other difficulties associated with a migratory lifestyle. These efforts are aimed at helping migrant students succeed in school and successfully transition to postsecondary education and/or employment.</i>	
224	IDEA-B Formula	\$1,485,210
	<i>Provides funding to operate educational programs for children with disabilities</i>	
225	IDEA-B Preschool	\$30,623
	<i>Provides funding to operate educational programs for preschool children with disabilities</i>	
244	Career and Technical Education	\$77,055
	<i>Provides funding to operate and develop new and /or improved CTE programs for paid and unpaid employment</i>	
255	Title II, Part A - Supporting Effective Instruction	\$248,740
	<i>Provides funding to improve the quality and effectiveness of teachers, principals, and other school leaders; increase the number of effective teachers, principals, and other school leaders; and provide low-income and minority students greater access to effective teachers, principals, and other school leaders.</i>	
263	Title III, Part A - English Language Acquisition, Language Enhancement & Academic Achievement	\$73,923
	<i>Provides funding to ensure that English learners (ELs) and immigrant students attain English proficiency and develop high levels of academic achievement in English.</i>	

266	Elementary and Secondary School Emergency Relief (<i>*TEA approval pending</i>)	\$1,414,410
	<i>Provides funding to maintain the operation of and continuity of services in local educational agencies</i>	
280	USDE School Climate Transformation	\$750,000
	<i>Provides funding to develop, enhance or expand systems of support for, and technical assistance to, schools implementing a multi-tiered behavioral framework for improving behavioral outcomes and learning conditions for all students.</i>	
282	USDOJ COPS School Violence Prevention	\$100,000
	<i>Provides funding to improve security at schools and on school grounds through evidence-based school safety programs</i>	
288	Title I, Part D - Prevention & Intervention Programs for Neglected or Delinquent Youth	\$88,847
	<i>Provides funding to improve educational services to children in facilities for the neglected or delinquent.</i>	
289	Title IV, Part A - Student Support and Academic Achievement	\$128,653
	<i>Provides funding to increase capacity for all students to access a well-rounded education; maintaining safe and healthy students; and improve the use of technology to advance student academic achievement.</i>	

State Fund Source Listing 2020-2021

Fund Code	Name & Description	Allocation
410	Instructional Materials Allotment	\$875,767
	<i>Provides funding for the purchase of instructional materials, technological equipment, and technology-related services.</i>	
428	AACOG Missing Matadors Matter	\$154,600
	<i>Provides funding for the purpose of reducing student truancy and absences with the goal to increase overall student attendance</i>	

INFORMATION ITEM: **Renewal Information Regarding the MUNIS Financial and Human Resource System Software as a Service (SaaS) from Tyler Technologies Through the Sourcewell Purchasing Cooperative**

RECOMMENDATION: This purchase is through the Sourcewell Purchasing Cooperative reference #: 110515-TTI from Tyler Technologies at a cost of \$69,537.36.

RATIONALE: Purchasing cooperatives are an important and helpful tool to Texas School Districts because they:

- Facilitate compliance with state purchasing requirements
- Identify qualified vendors of commodities, goods, and services
- Benefit from a competitive market place to maximize savings

Seguin ISD participates in several purchasing cooperatives. A purchasing cooperative is an administrative agency created in accordance with various state statutes.

The cooperative is governed by a board of trustees that represent members from schools, cities, and counties. The board’s primary function is to govern the cooperative and award all the contracts directly with no delegation of authority to staff. Because all contracts are advertised and solicited directly by the cooperative, no lead agency is involved. All catalogs and items available for purchase on the cooperative are competitively procured and awarded by the cooperative’s board of trustees.


REFERENCE and COMPLIANCE: CH(LEGAL) and CH (LOCAL) Purchasing and Acquisition.

BUDGET IMPACT / INFORMATION: Funds are provided by the General Operating Fund.

EXHIBITS: None

RESOURCE PERSONNEL: Bill Lewis, Chief Operating Officer/Associate Superintendent
Cynthia Moreno, Chief of Human Resources Officer
Anthony Hillberg, CPA, Chief Financial Officer

Submitted by:
(Signature)
(Name)
(Address)
(Telephone)



Date Submitted: 07/28/20
Dr. Matthew Gutierrez, Superintendent
1221 E. Kingsbury St., Seguin, TX 78155
(830) 401-8614

INFORMATION ITEM: **Information Regarding the Purchase of iMacs for Ball, Jefferson, Koennecke, McQueeney, Patlan, Rodriguez, Vogel, and Weinert from Apple Through the DIR Purchasing Cooperative**

RECOMMENDATION: This purchase is through the DIR Purchasing Cooperative reference #: DIR-TSO-3789 from Apple at a cost of \$334,215.00.

RATIONALE: Purchasing cooperatives are an important and helpful tool to Texas School Districts because they:

- Facilitate compliance with state purchasing requirements
- Identify qualified vendors of commodities, goods, and services
- Benefit from a competitive market place to maximize savings

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REFERENCE and COMPLIANCE: CH(LEGAL) and CH (LOCAL) Purchasing and Acquisition

BUDGET IMPACT / INFORMATION: Funds are provided by the General Operating Fund.

EXHIBITS: None

RESOURCE PERSONNEL: Bill Lewis, Chief Operating Officer/Associate Superintendent
Anthony Hillberg, CPA, Chief Financial Officer
Jeffrey Lee, District TC/Webmaster

Submitted by:
(Signature)
(Name)
(Address)
(Telephone)



Dr. Matthew Gutierrez, Superintendent
1221 E. Kingsbury St., Seguin, TX 78155
(830) 401-8614

Date Submitted: 07/28/20

INFORMATION ITEM:

Information Regarding the Purchase of License Fees for Seguin Independent School District from Panorama Education, Inc. Through the Choice Partners Purchasing Cooperative

RECOMMENDATION:

This purchase is through the Choice Partners Purchasing Cooperative reference #: 18/056KD-46 from Panorama Education, Inc. at a cost of \$72,500.

Panorama pulls together all of the data behind Multi Tiered Systems of Support/ Response to Intervention into Student Success (Panorama's data warehouse) and makes it easy to digest with visual dashboards for reporting. The system allows districts and campuses to move from interpreting data to take action and improving student outcomes. Panorama also provides a valid and reliable way to measure and improve social-emotional learning in your district. The Panorama subscription provides teachers with a vault of research-backed surveys to collect and take action on the information that is most critical to student success.

RATIONALE:

Purchasing cooperatives are an important and helpful tool to Texas School Districts because they:

- Facilitate compliance with state purchasing requirements
- Identify qualified vendors of commodities, goods, and services
- Benefit from a competitive market place to maximize savings

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REFERENCE and COMPLIANCE:

CH(LEGAL) and CH (LOCAL) Purchasing and Acquisition

BUDGET IMPACT / INFORMATION:

Funds are provided by the General Operating Fund.


EXHIBITS:

None

RESOURCE PERSONNEL:

Kirsten Legore, Deputy Chief Operations Officer
Anthony Hillberg, CPA, Chief Financial Officer

Submitted by:
(Signature)
(Name)
(Address)
(Telephone)



Dr. Matthew Gutierrez, Superintendent
1221 E. Kingsbury St., Seguin, TX 78155
(830) 401-8614

Date Submitted: 07/28/20

INFORMATION ITEM: **Seguin ISD use of Region XX Covid-19 Support Cooperative**

RECOMMENDATION: That the Board of Trustees receive information regarding use of Region XX Covid-19 Support Cooperative during the 2019-2020 School Year

RATIONALE: In May 2020, Seguin ISD joined the Region XX Covid-19 Support Cooperative through the Commitment & Contract System in the amount of \$103,124.00. Region XX is the sole proprietor of this support service during the Covid-19 pandemic.

The COVID-19 Support Cooperative is designed to provide technical assistance and support related to COVID-19 and is available to Local Education Agencies (LEA) in the ESC-20 service area. The technical assistance and support will be available to LEA staff members who are responsible for ensuring school operations during the pandemic. Services and support are comprehensive in nature and include multiple components related to school operations. All of the services and supports outlined are specific to the support of such services during this unique and unprecedented time of the COVID-19 pandemic. It is anticipated that the services will be in place from April 1, 2020 through August 31, 2020.

REFERENCE and COMPLIANCE: CH (LEGAL) and CH (LOCAL) Purchasing and Acquisition
CKC (LEGAL) Safety Program/Risk Management Emergency Plans

PAPERWORK IMPACT: None

BUDGET IMPACT / INFORMATION: None

EXHIBITS: None

RESOURCE PERSONNEL: Bill Lewis, Chief Operations Officer/Associate Superintendent
Anthony Hillberg, CPA, Chief Financial Officer

Submitted by:
(Signature)
(Name)
(Address)
(Telephone)



Dr. Matthew Gutierrez, Superintendent
1221 E. Kingsbury St., Seguin, TX 78155
(830) 401-8614

Date Submitted: 07/28/20

INFORMATION ITEM: **Information Regarding the Purchase of Radio Communication Equipment for Seguin Independent School District from Industrial Communications Through the TIPS Purchasing Cooperative**

RECOMMENDATION: This purchase is through the TIPS Purchasing Cooperative reference #: 181103 from Industrial Communications at a cost of \$70,494.30.

RATIONALE: Purchasing cooperatives are an important and helpful tool to Texas School Districts because they:

- Facilitate compliance with state purchasing requirements
- Identify qualified vendors of commodities, goods, and services
- Benefit from a competitive market place to maximize savings

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REFERENCE and COMPLIANCE: CH(LEGAL) and CH (LOCAL) Purchasing and Acquisition

BUDGET IMPACT / INFORMATION: Funds are provided by the General Operating Fund.

EXHIBITS: None

RESOURCE PERSONNEL: Kirsten Legore, Deputy Chief Operations Officer
Anthony Hillberg, CPA, Chief Financial Officer

Submitted by:
(Signature)
(Name)
(Address)
(Telephone)



Dr. Matthew Gutierrez, Superintendent
1221 E. Kingsbury St., Seguin, TX 78155
(830) 401-8614

Date Submitted: 07/28/20

INFORMATION ITEM: **Information Regarding the Purchase of Chromebooks for Barnes, Briesemeister, Jefferson, Koennecke, McQueeney, Patlan, Rodriguez, Vogel, and Weinert from CDWG Through the Pace Purchasing Cooperative**

RECOMMENDATION: This purchase is through the Pace Purchasing Cooperative reference #: P00185 from CDWG at a cost of \$80,965.62.

RATIONALE: Purchasing cooperatives are an important and helpful tool to Texas School Districts because they:

- Facilitate compliance with state purchasing requirements
- Identify qualified vendors of commodities, goods, and services
- Benefit from a competitive market place to maximize savings

Seguin ISD participates in several purchasing cooperatives. A purchasing cooperative is an administrative agency created in accordance with various state statutes.

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REFERENCE and COMPLIANCE: CH(LEGAL) and CH (LOCAL) Purchasing and Acquisition

BUDGET IMPACT / INFORMATION: Funds are provided by the General Operating Fund.

EXHIBITS: None

RESOURCE PERSONNEL: Bill Lewis, Chief Operating Officer/Associate Superintendent
Anthony Hillberg, CPA, Chief Financial Officer
Jeffrey Lee, District TC/Webmaster

Submitted by:
(Signature)
(Name)
(Address)
(Telephone)



Date Submitted: 07/28/20
Dr. Matthew Gutierrez, Superintendent
1221 E. Kingsbury St., Seguin, TX 78155
(830) 401-8614

INFORMATION ITEM:

Bond 2019 Project Update

RECOMMENDATION:

That the Board of Trustees receives an update on 2019 Bond projects.

RATIONALE:

To provide the board with regular updates and progress reports on Bond 2019 related projects.

REFERENCE and COMPLIANCE:

CV (LOCAL) Facilities Construction

PAPERWORK IMPACT:

None

BUDGET IMPACT INFORMATION:

None

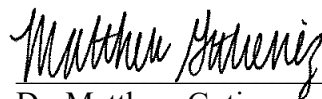
EXHIBITS:

Bond Update Presentation

RESOURCE PERSONNEL:

Bill Lewis, Chief of Operations and Associate Superintendent
Tony Hillberg, Chief Financial Officer
James Pizana, Director of Maintenance and Operations

Submitted by:
(Signature)
(Name)
(Address)
(Telephone)



Dr. Matthew Gutierrez, Superintendent
1221 E. Kingsbury St., Seguin, TX 78155
(830) 401-8614

Date Submitted: 07/28/20

pfluger

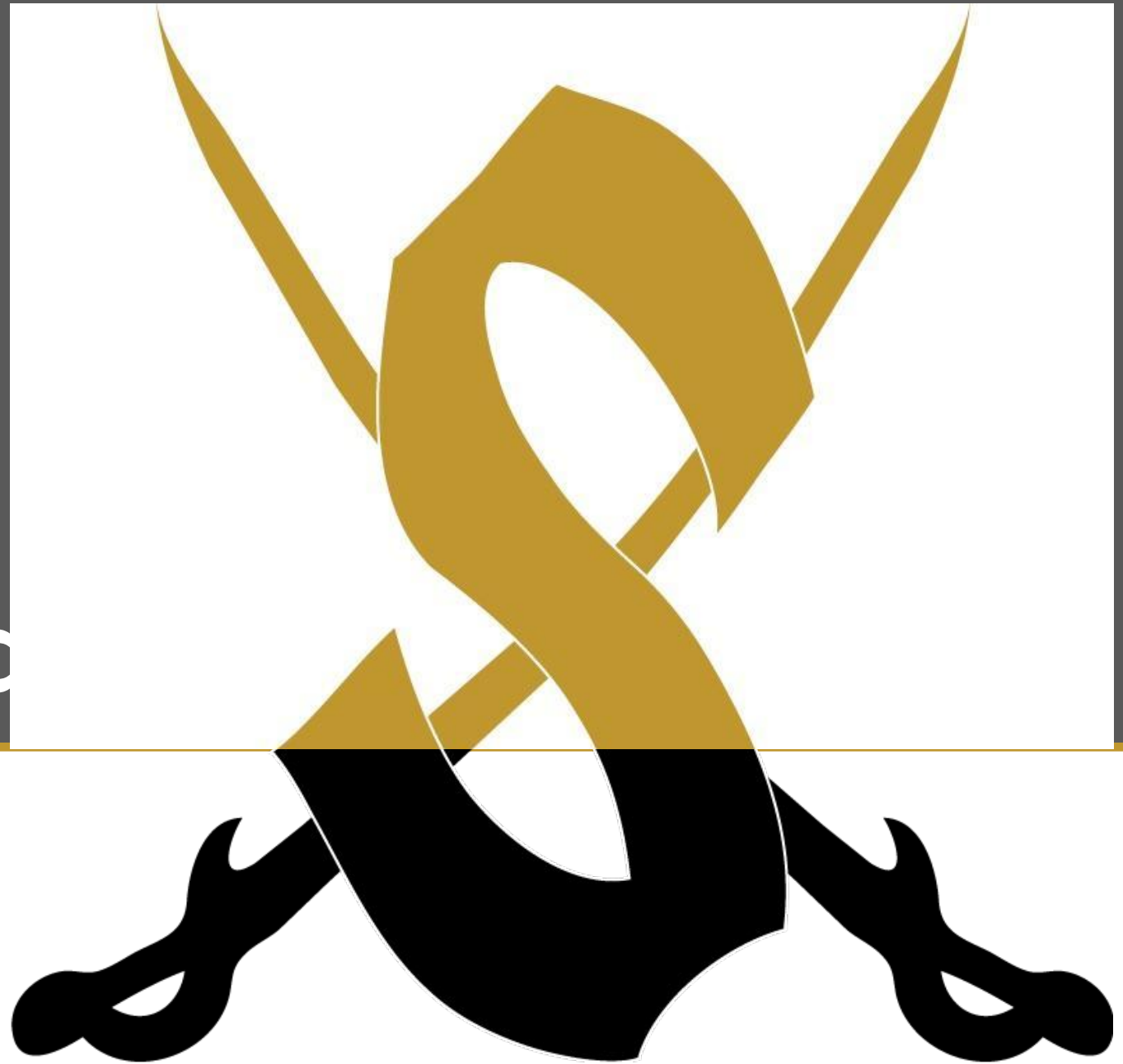
planning · architecture · interior design

pbGroup LLC

architecture · interior design · design build

Seguin ISD 2019 Bond Update

Board of Trustees Meeting
July 28, 2020



Projects



Projects





Mar St

Matador Stadium

DESIGN

100%

complete

JAN 2019 – MAY 2019

BID &
PRECONSTRUCTION

100%

complete

JUNE 2019 – AUG 2019

CONSTRUCTION

85%

complete
(July 2020)

SEPT 2019 – SEPT 2020*

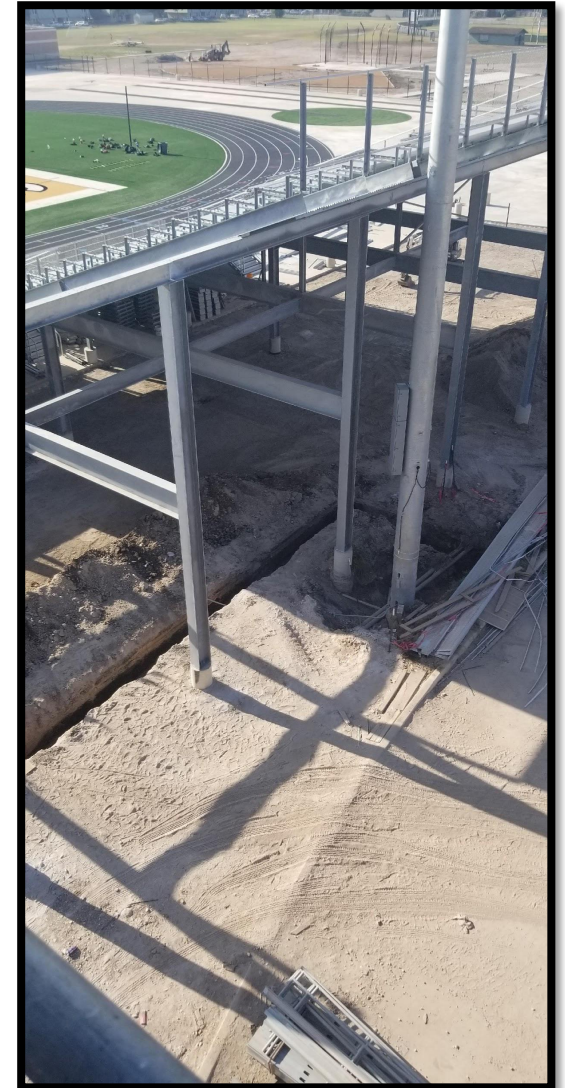
Recent Activity:

- Track & Field turned over for District Use



Recent Activity:

- Home Side Bleacher Installation Ongoing



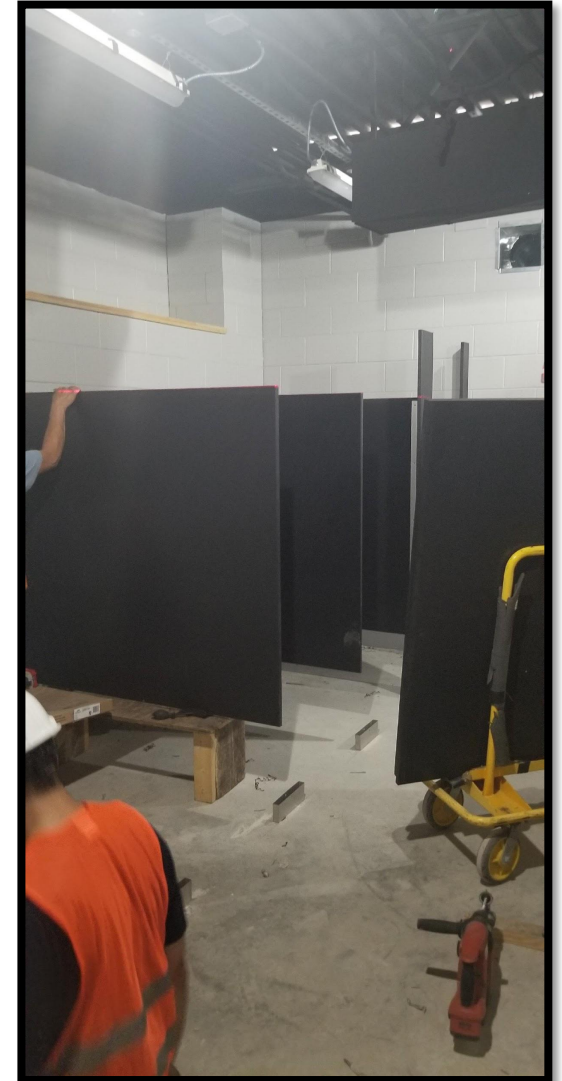
Recent Activity:

- Ticket Booth Construction Ongoing



Recent Activity:

- Restroom Construction Ongoing



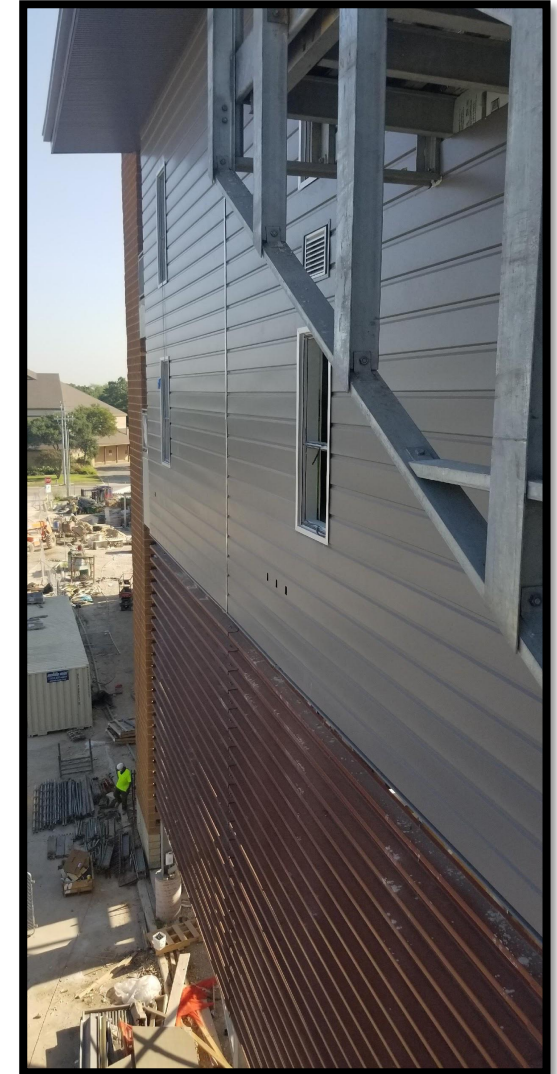
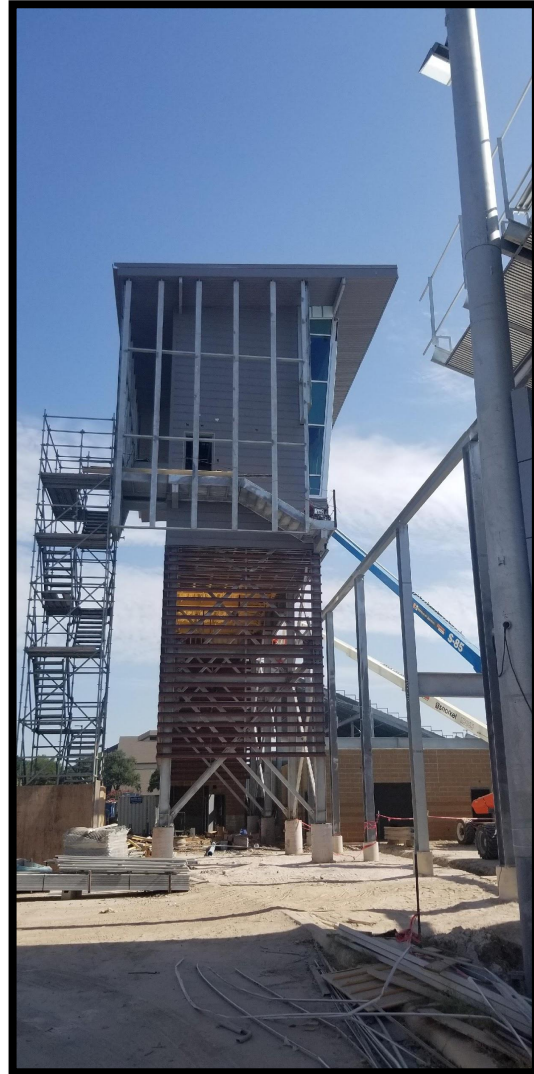
Recent Activity:

- Concession Construction Ongoing



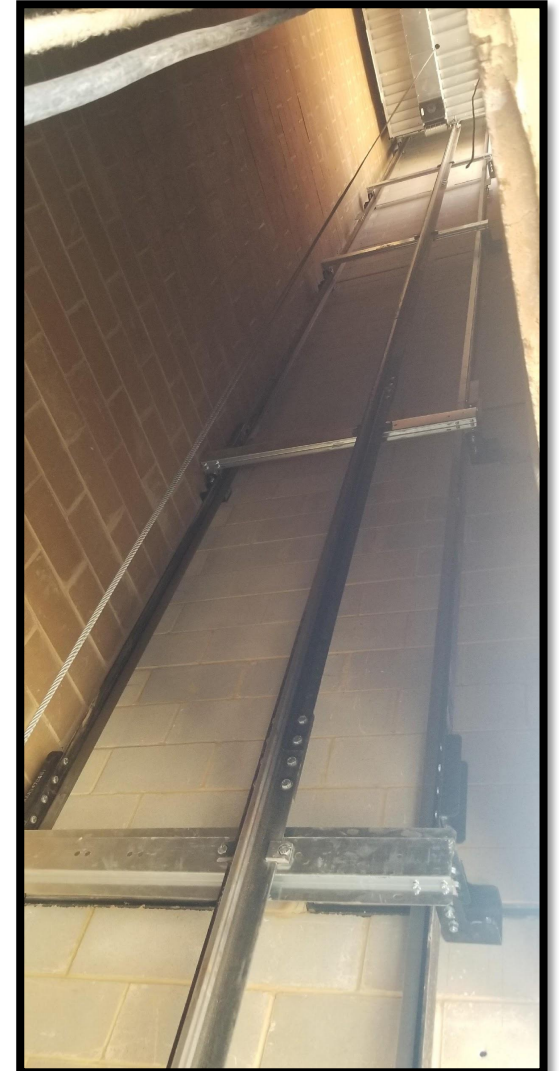
Recent Activity:

- Press Box Construction Ongoing (Exterior)



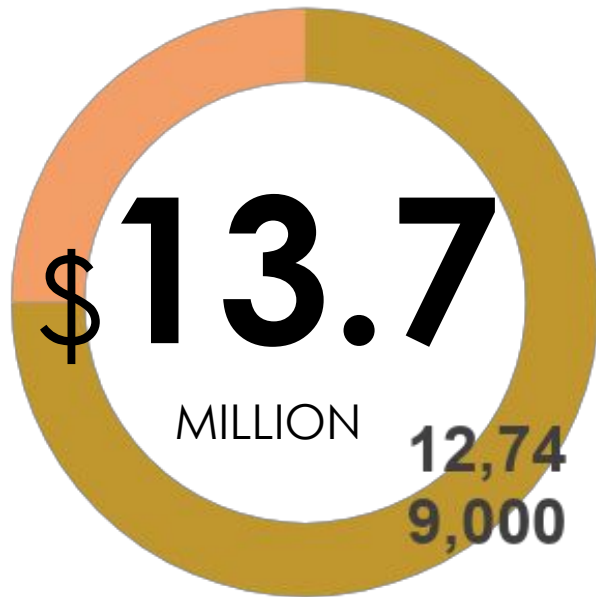
Recent Activity:

- Press Box Construction Ongoing (Interior)

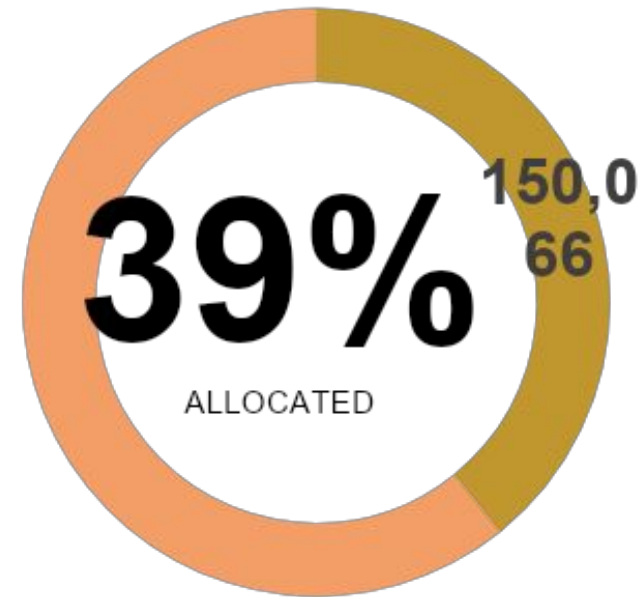


Upcoming Milestones:

- Schedule is "On Track" for completion (Complex = 9/11/20)



CONSTRUCTION COST TO DATE
(\$17M BUDGET)



CONTINGENCY

Projects



AJ Briesemeister
Middle School

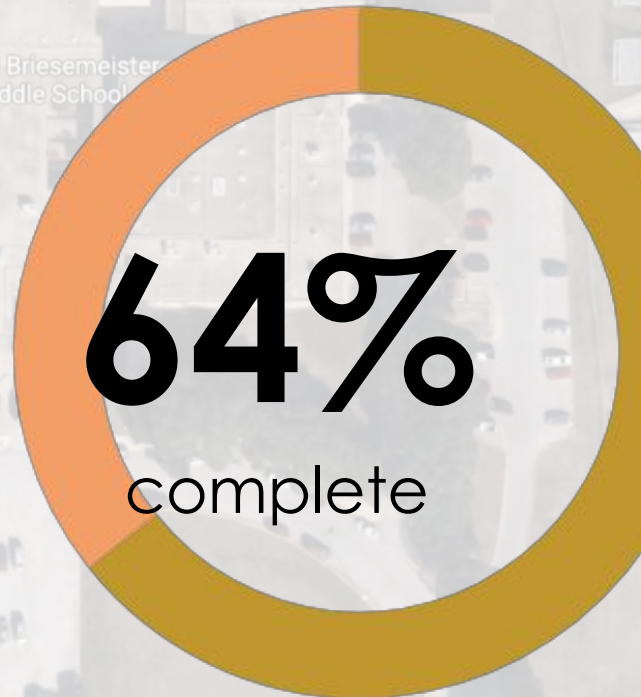
AJ Briesemeister MS

**SURVEY &
PRE-DESIGN**



SEPT 2019 – OCT 2019

DESIGN & BID



NOV 2019 – DEC 2020

CONSTRUCTION



JAN 2021 – TBD

Recent Activity:

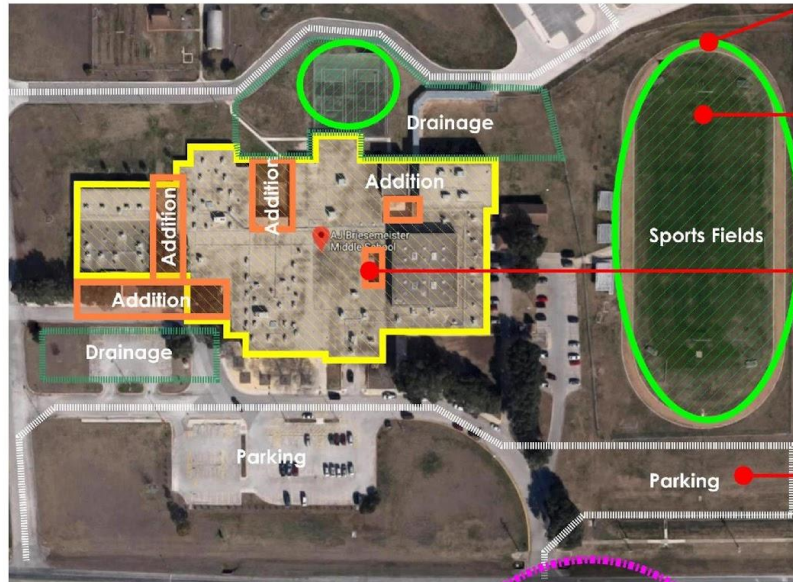
- 6/17/2020 = Preliminary Plan Review (Overall Scope) with City of Seguin
- 6/18/2020 = 100% DD Review with Depts. & End-Users
- 6/30/2020 = Interior Color Selection & FF&E Update with District
- 7/15/2020 = Preliminary Plan Review (MEP Focus) with City of Seguin

Project Evolution

Long Range Facility Plan

AJ BRIESEMEISTER MIDDLE SCHOOL:

OPTION A: Address Items 1-11



FOOTBALL FIELD LIGHTS & BLEACHERS: **\$350,000**

AJ-1

SPORTS FIELDS (Items 3 & 8): **\$2,500,000**

AJ-2

INFILL CONSTRUCTION & RENOVATIONS
(Items 2, 3, 4, 6, 7, 8, 9, 10, 11): **\$36,500,000**

AJ-3

PARKING/CIRCULATION IMPROVEMENTS
& RECONFIGURATIONS: **\$2,500,000**

AJ-4

LIST OF CAMPUS PRIORITIES:

1. Renovate all at once = 18
2. Cafeteria = 11
3. Roofing = 9
4. CTE Spaces (Typical) = 4
5. Sports Fields (General) = 3
6. Classrooms (Typical) = 2
7. Aging Buildings = 2
8. Athletic Spaces (General) = 2
9. Campus Identity = 2
10. Library = 2
11. Connectivity = 1

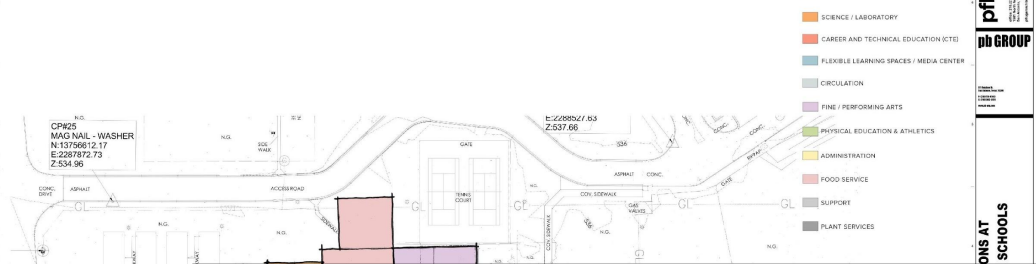
AJB:
TOTAL VALUE OF
IMPROVEMENTS:
\$41,500,000

Design Checklist for AJB MS:

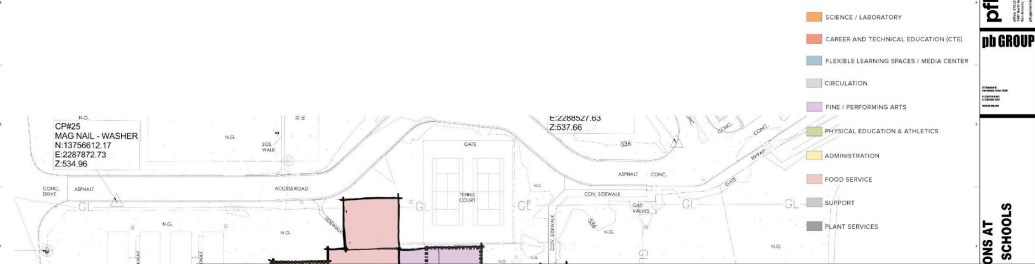
- ❑ Grade-Level Houses = Grade-Level Identity / Ownership
- ❑ Dedicated Space for Collaboration
- ❑ Dedicated Library Space
- ❑ Distributed Teacher Resources / Support Spaces
- ❑ Concentrated + Consolidated Administration
- ❑ Prominent Front Entry + Secured Vestibule
- ❑ Secured Outdoor Student Area (Sport / Activity-focused)

Design

Scheme 1



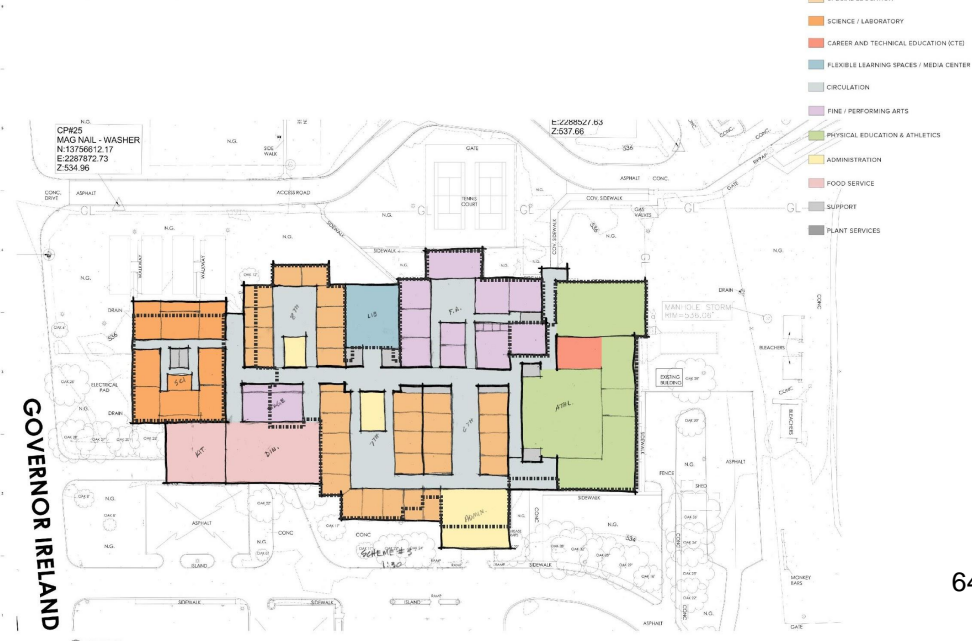
Scheme 2A



Scheme 2



Scheme 3



GOVERNOR IRELAND

GOVERNOR IRELAND

GOVERNOR IRELAND

GOVERNOR IRELAND

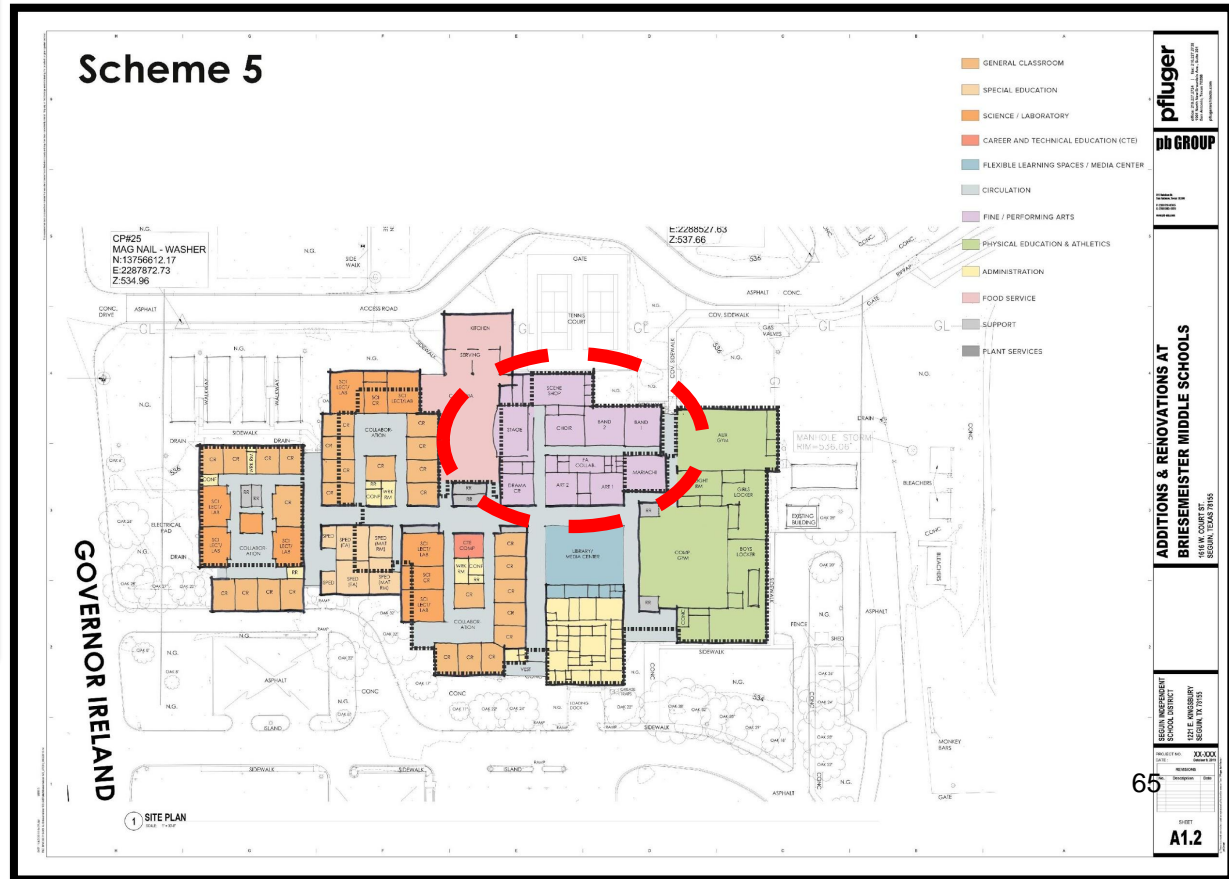
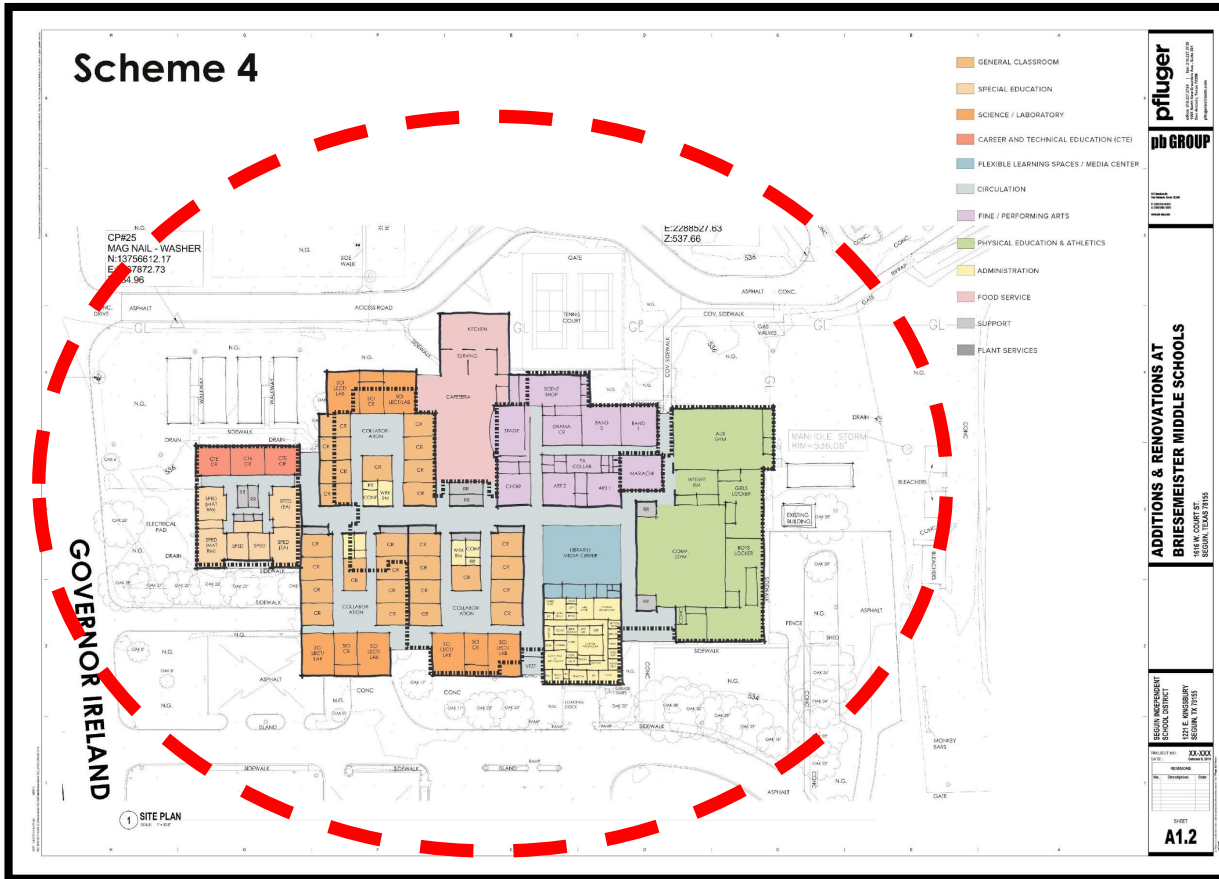
ADDITION BRIEF

SECTION INVENTORY

DATE: 23.03.2023

BY: A1.2

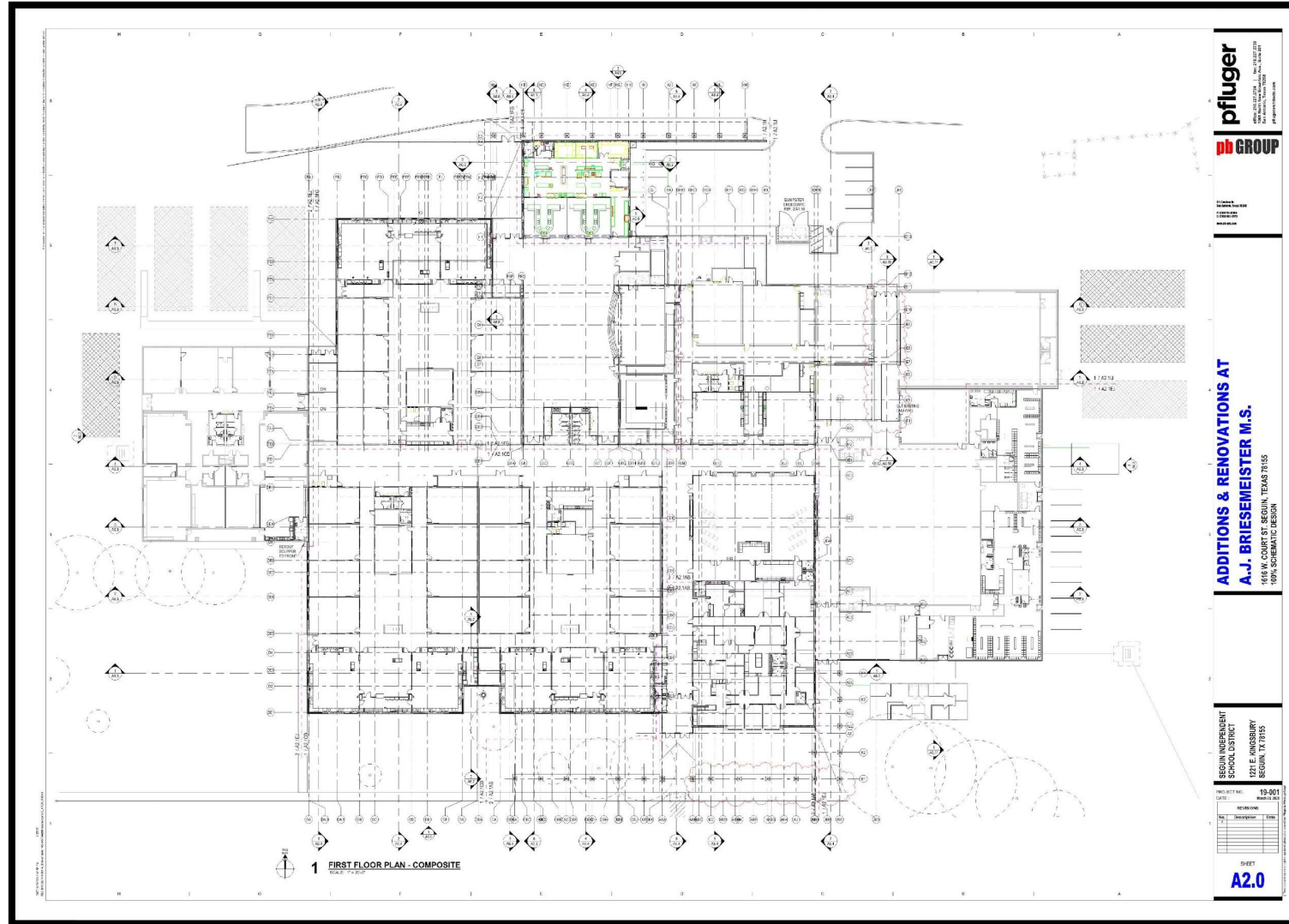
Design



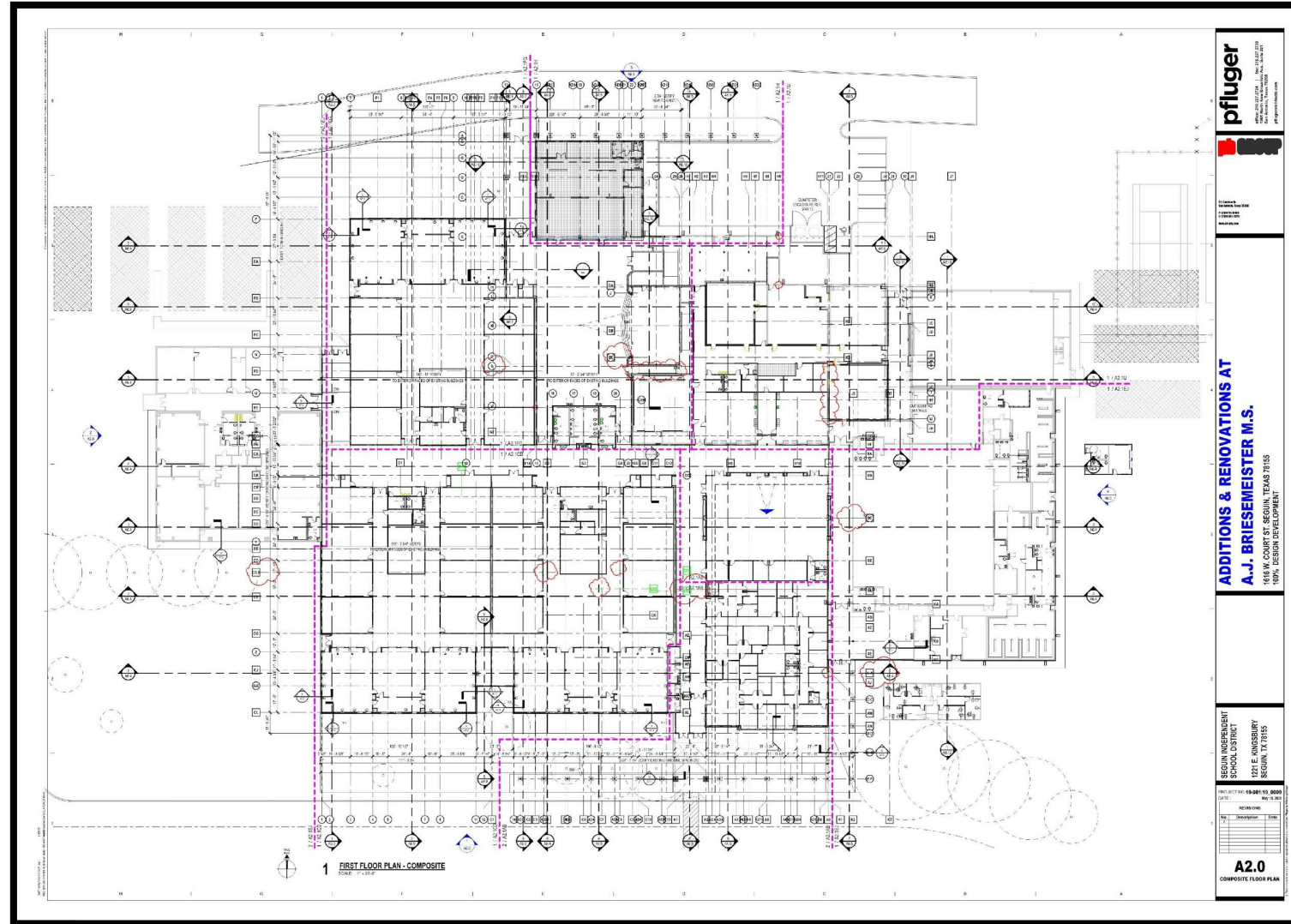
Design – 100% SD



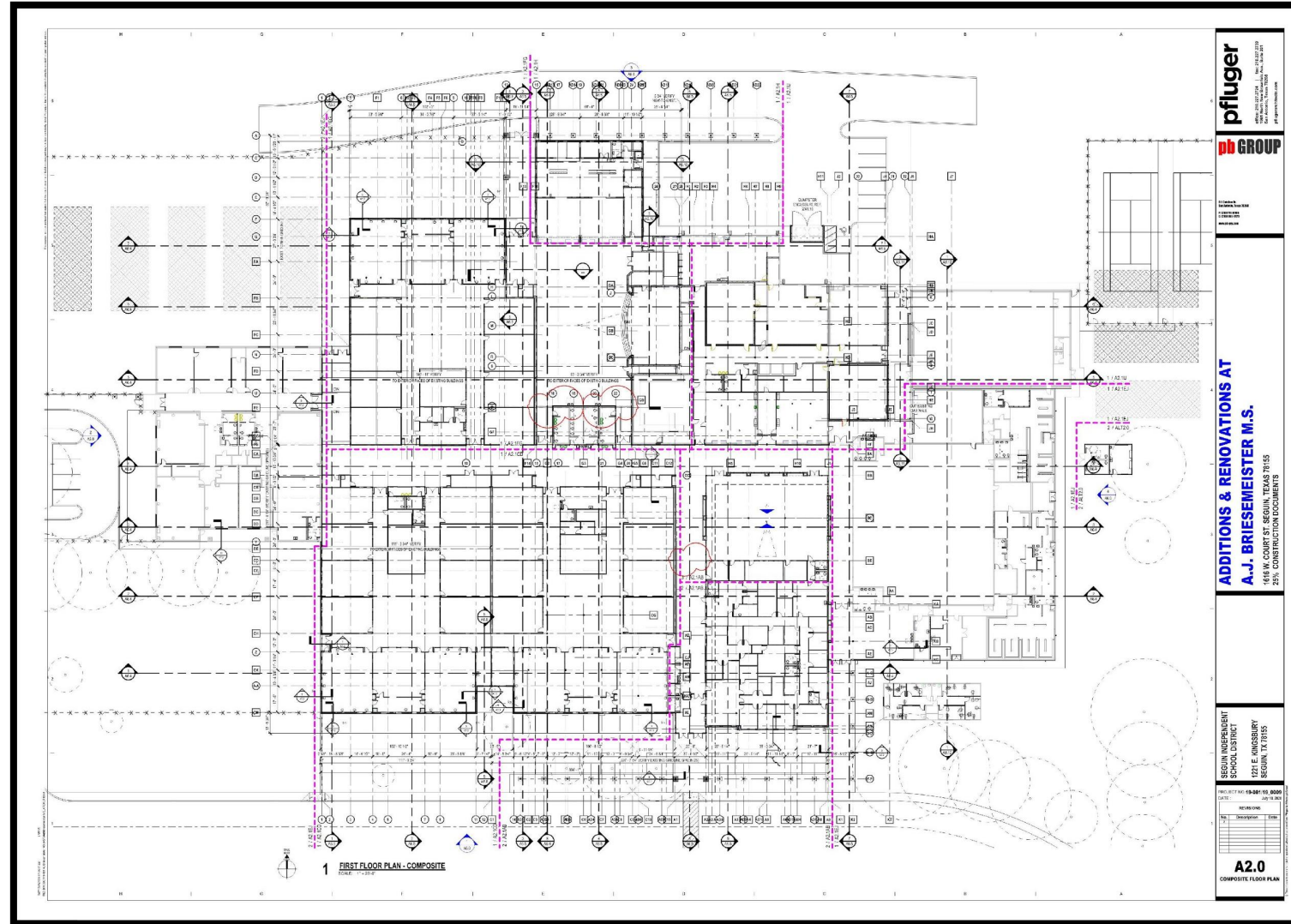
Design – 50% DD



Design – 100% DD



Design – 25 to 50% CD



Interiors, Finishes, & Colors

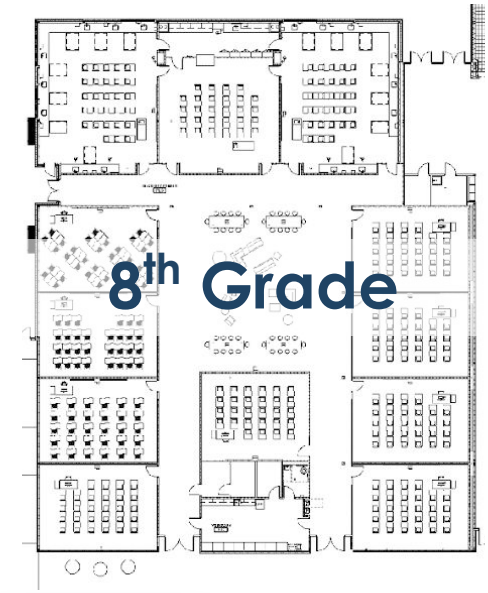
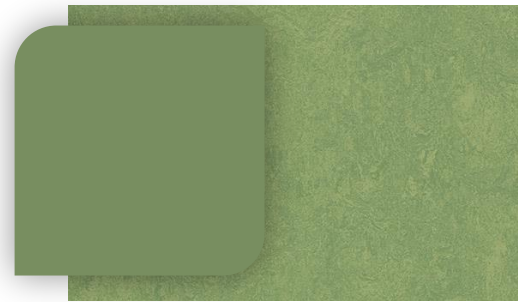
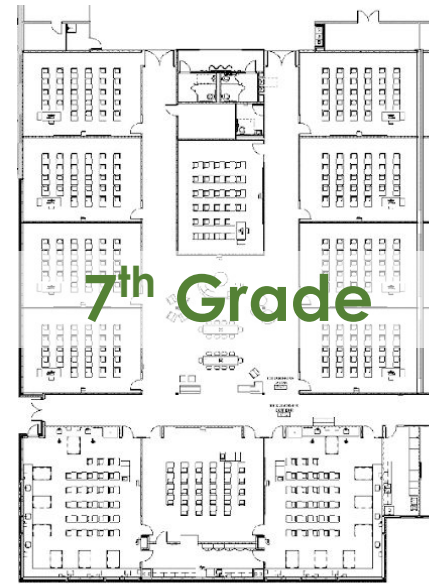
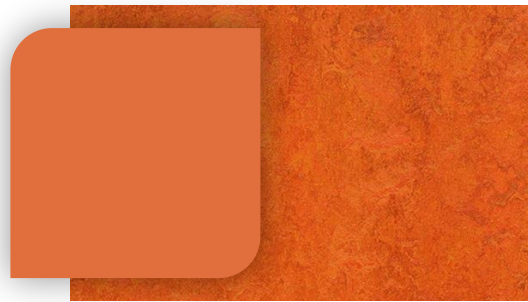
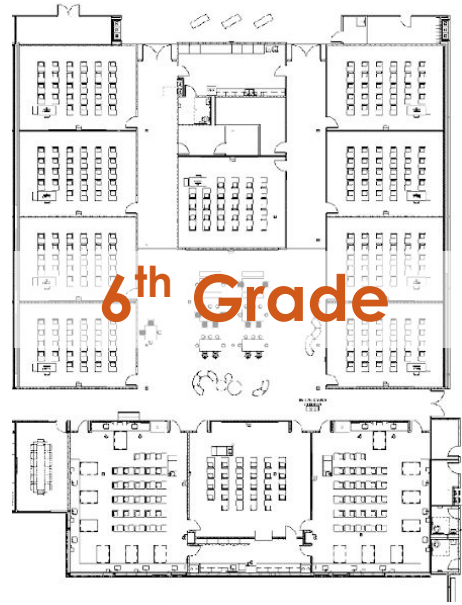
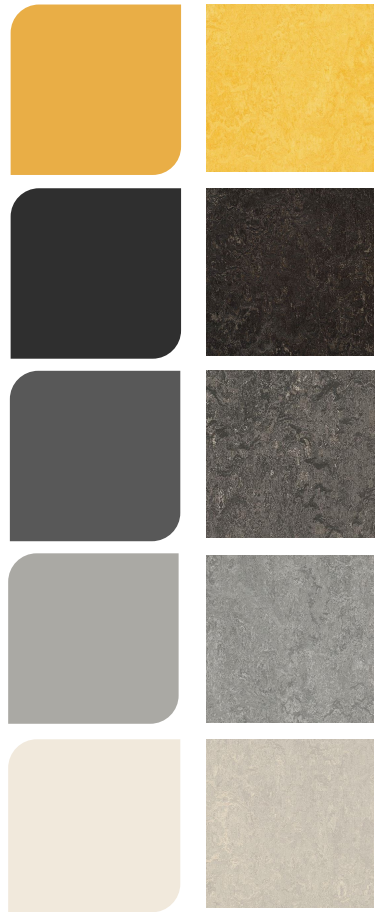
Inspiration



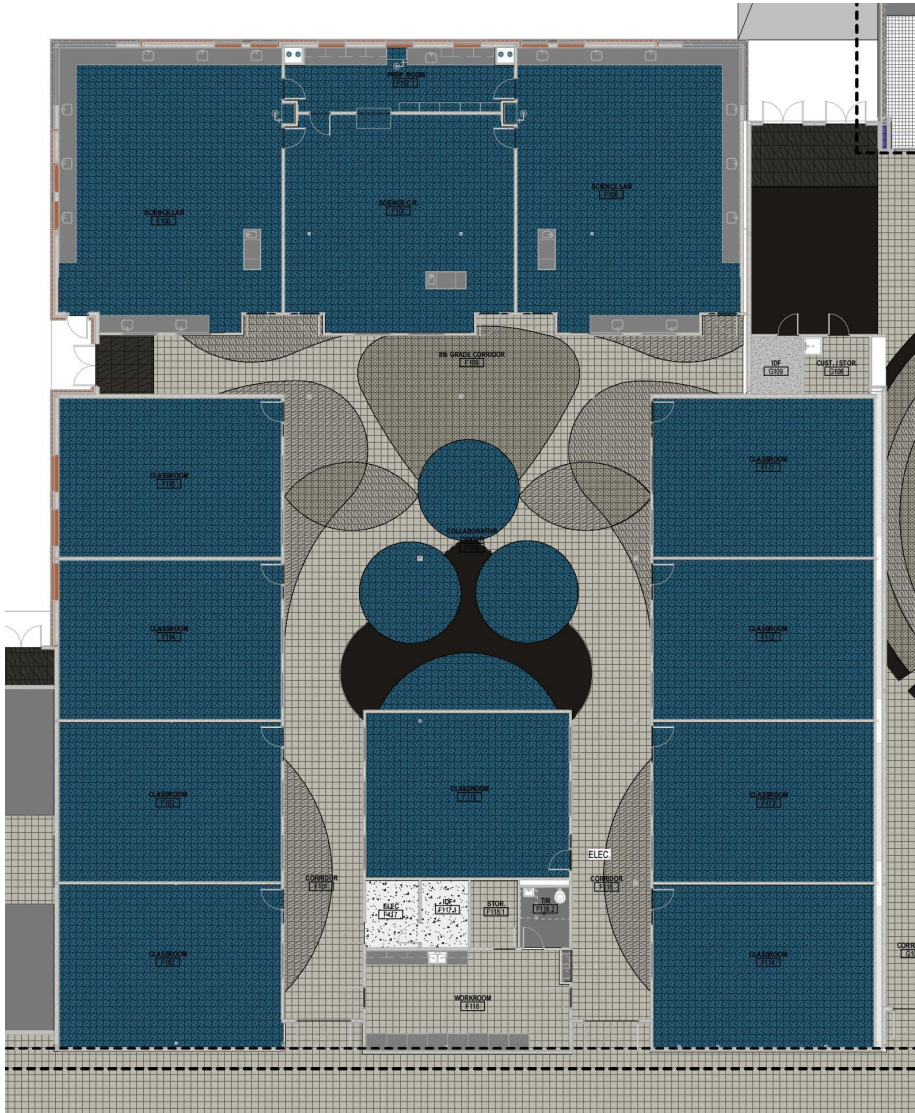
Theme / Concept



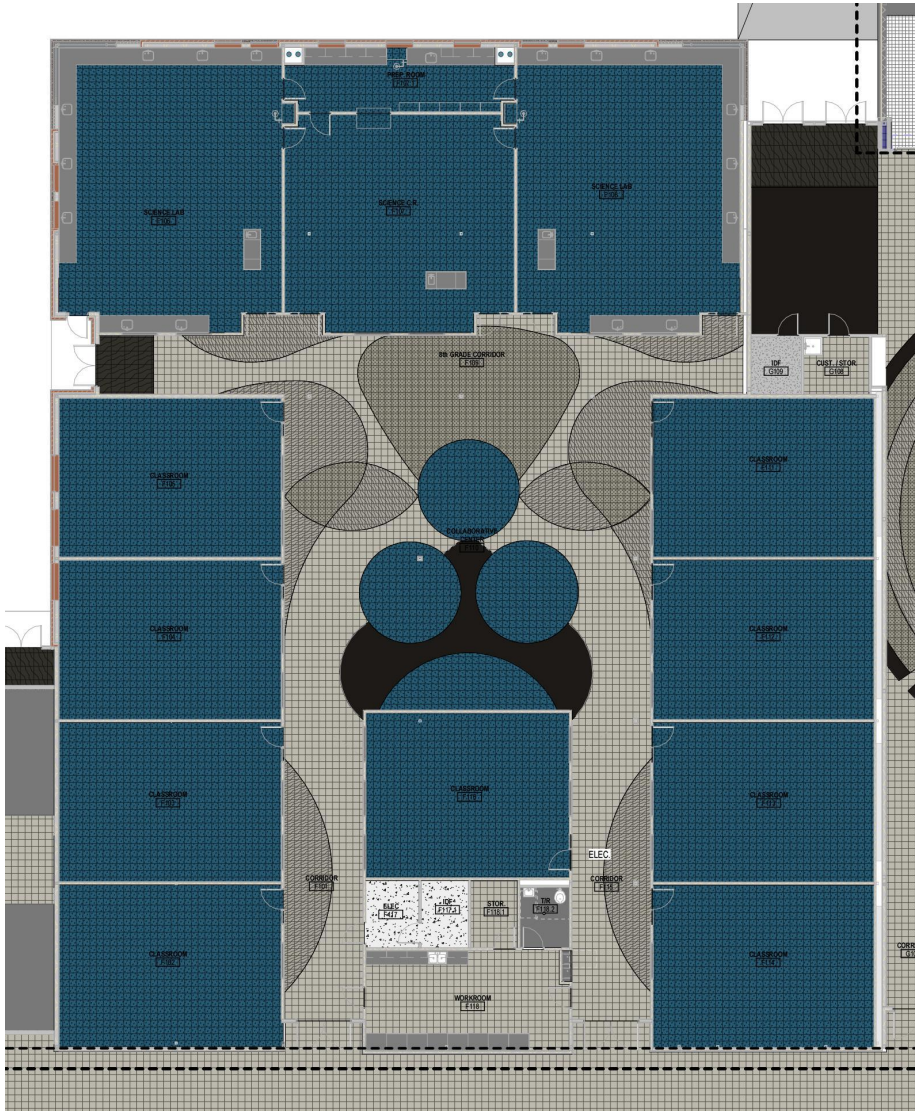
House Accent Colors



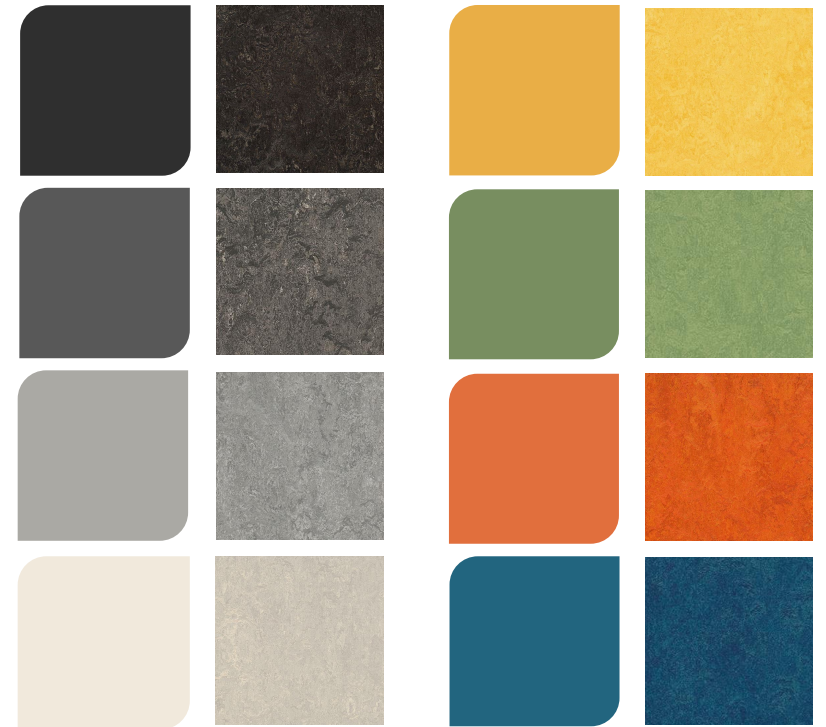
Classrooms



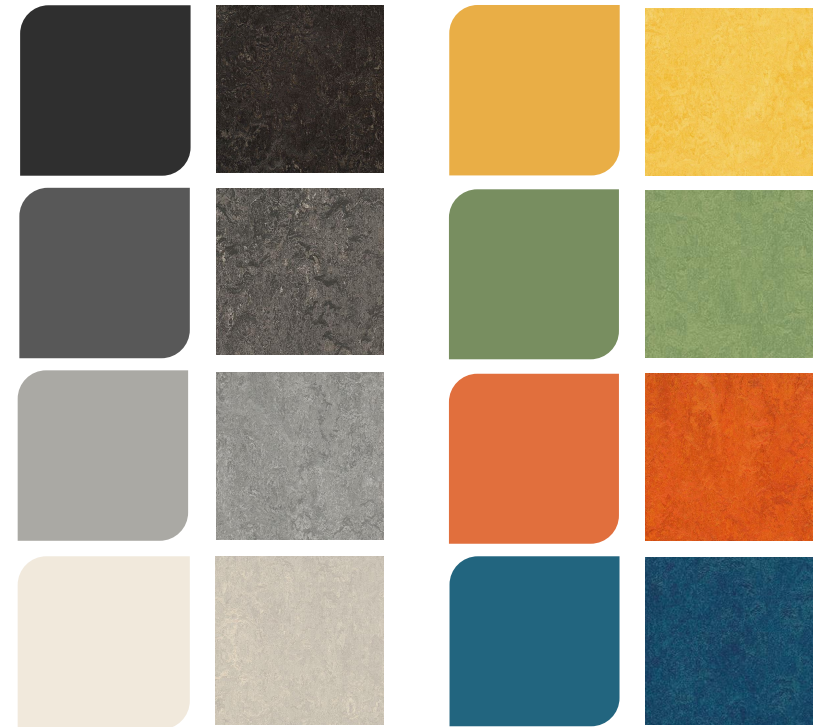
Collaborative Spaces



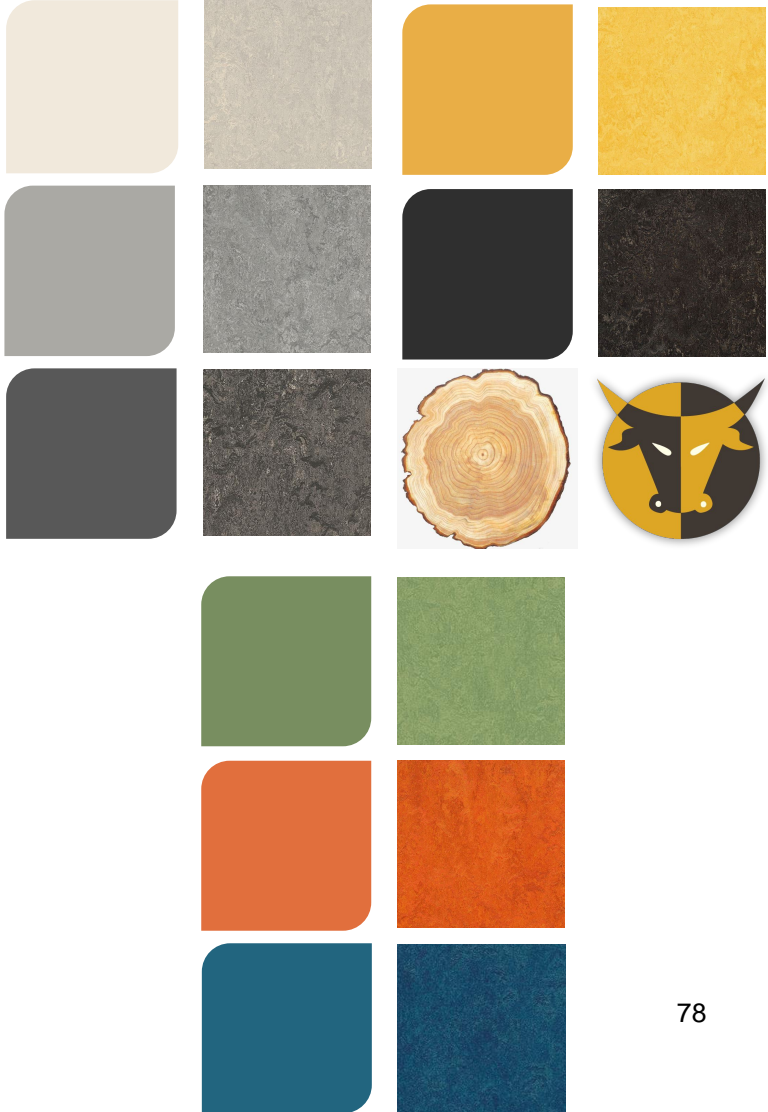
Cafetorium



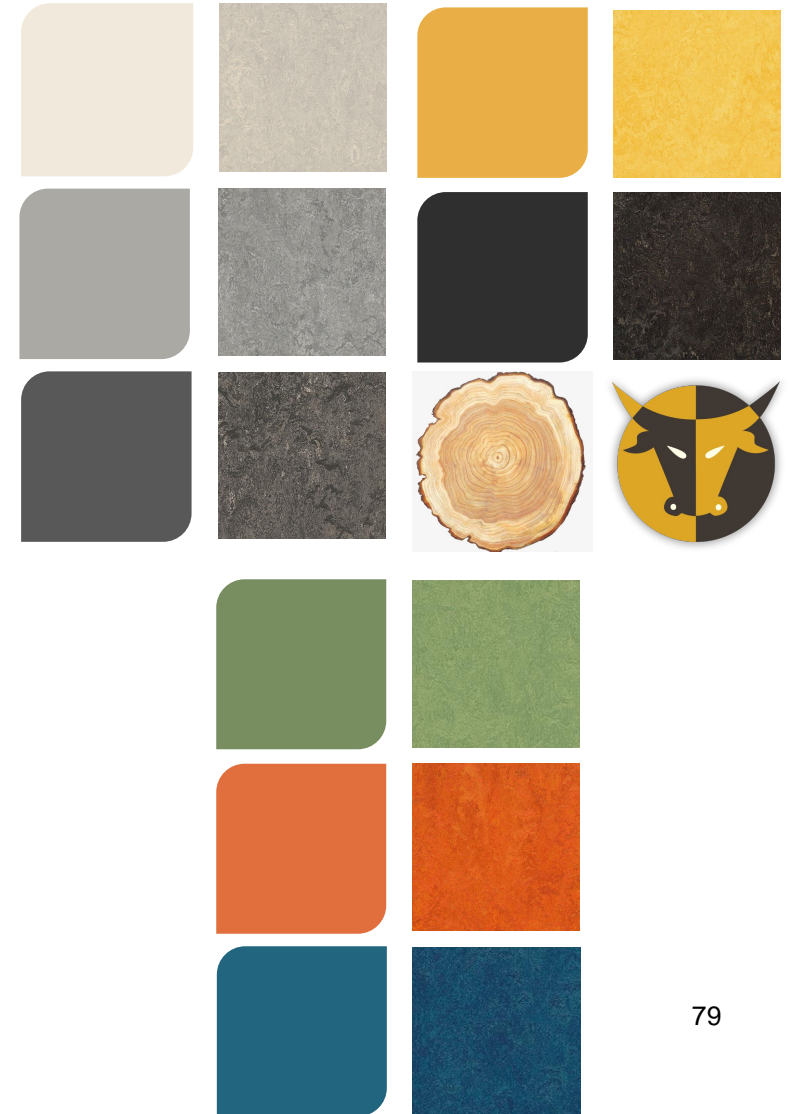
Cafetorium



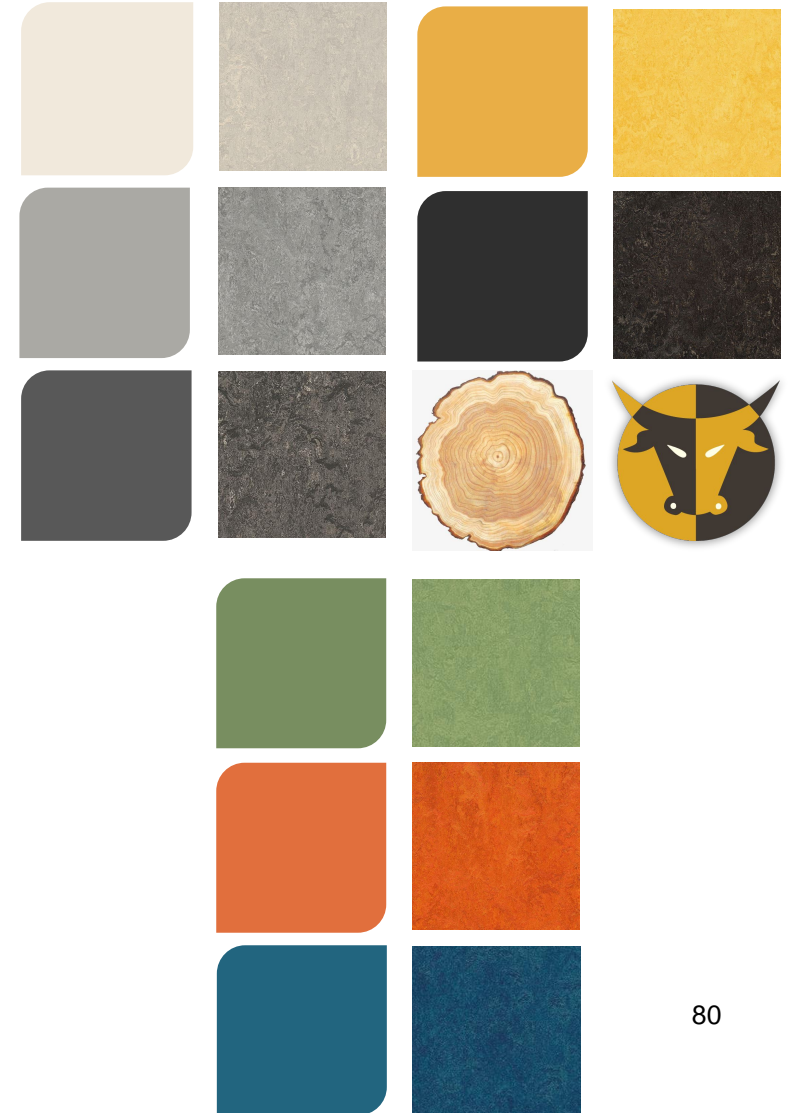
Secured Vestibule



Corridors



Corridors



Furniture, Fixtures, & Equipment

FF&E Checklist for AJB MS:

- Durable
- High Performance
- Cost Effective
- Flexible
- Ergonomic
- Support Future-Ready Learning

FF&E Selections:

St

St


Te

Te

C

G

Student Desk



Example: Artcobell Expanse Shape Student Desk

Basis of Design Criteria:

- Separate from Desk Chair
- Welded steel frame
- Plastic Laminate tabletop surface
- Post Legs
- Glides (No Casters)
- Able to Group into Larger Configurations

43

C

Te

O

Te

Te

C

Cafeteria Table/Seats



Example: KI Uniframe Convertible Bench/Table

Basis of Design Criteria:

- Welded steel construction
- Folding – table to bench seat
- Ganging mechanisms for locking together two units
- Heavy-duty casters (two locking)
- Nesting

47

Upcoming Milestones:

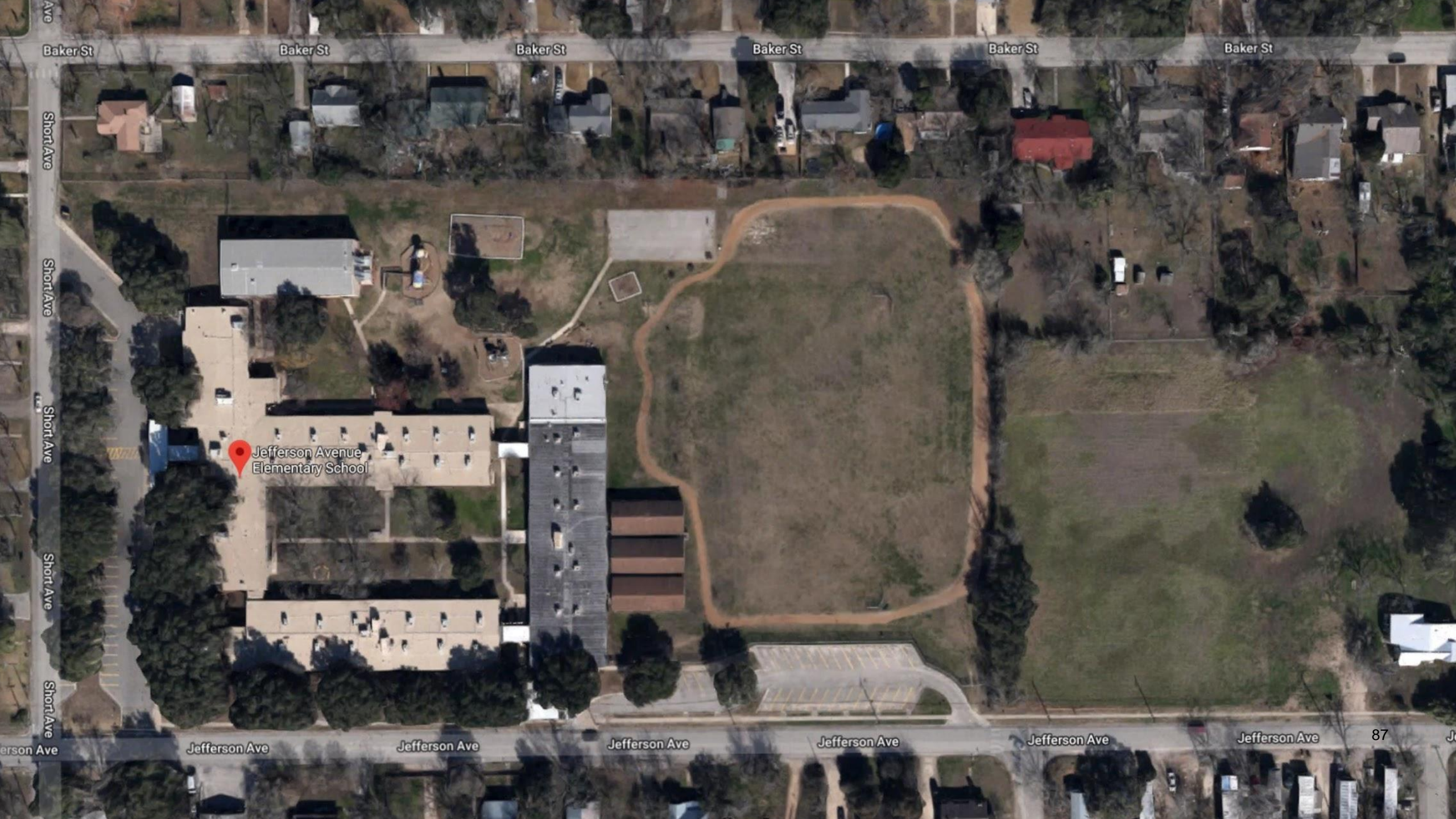
- Upcoming Milestones:
 - Color/Finish & FF&E Presentation # 2 = **August 5**
 - 50% CDs = July 31
 - 95% CDs = October 16
- Target Dates:
 - Board Mtg. for CD Approval & Approval to Bid: 11/17/20
 - Proposal Opening: 1/5/21
 - Board Mtg. for Contractor Selection: 1/26/21
 - Construction Start: February 2021

AJB MS Questions?



Projects





Baker St

Baker St

Baker St

Baker St

Baker St

Baker St

Short Ave

Short Ave

Short Ave

Short Ave

Short Ave

erson Ave

Jefferson Ave

Jefferson Ave

Jefferson Ave

Jefferson Ave

Jefferson Ave

Jefferson Ave

87

Jefferson Avenue
Elementary School

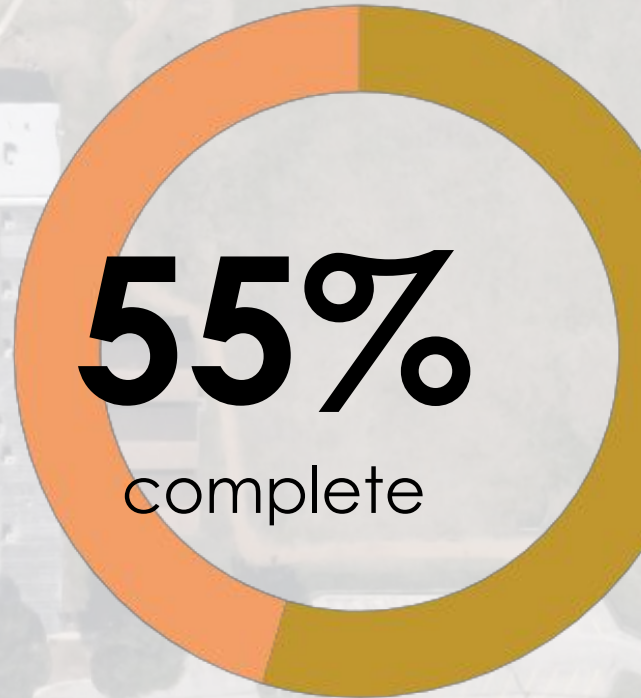
Jefferson ES

**SURVEY &
PRE-DESIGN**



SEPT 2019 – JAN 2020

DESIGN & BID



FEB 2020 – DEC 2020

CONSTRUCTION



JAN 2021 – TBD

Recent Activity:

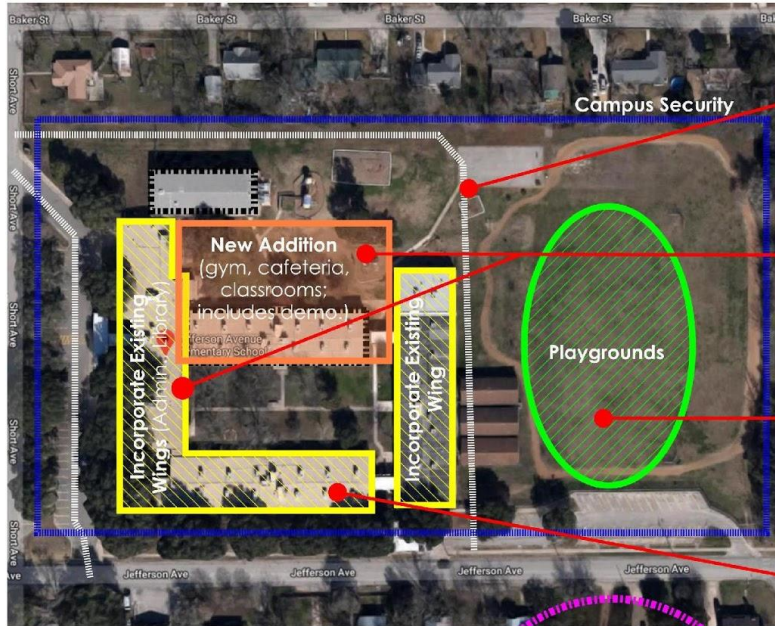
- 6/5/2020 = Submission of 100% DD Documents
- 6/17/2020 = Preliminary Plan Review (Overall Scope) with City of Seguin
- 6/23/2020 = 100% DD Review with District

Project Evolution

Long Range Facility Plan

JEFFERSON ELEMENTARY SCHOOL:

OPTION B: Address Items 1-10



RECONFIGURATION OF PARKING/VEHICULAR CIRCULATION (Item 3): **\$1,000,000**

J-1

CANNOT BE DONE PRIOR TO J-2

CONSTRUCTION OF NEW BUILDING ADDITION & RENOVATION OF WEST WING (Items 1, 2, 4, 6, 7, 8, 9, 10): **\$11,000,000**

J-2

PLAYGROUND IMPROVEMENTS & RECONFIGURATIONS (Item 5): **\$250,000**

J-3

RENOVATIONS OF SOUTH/EAST EXISTING WINGS TO REMAIN (Items 1, 2, 4, 9, 10): **\$3,900,000**

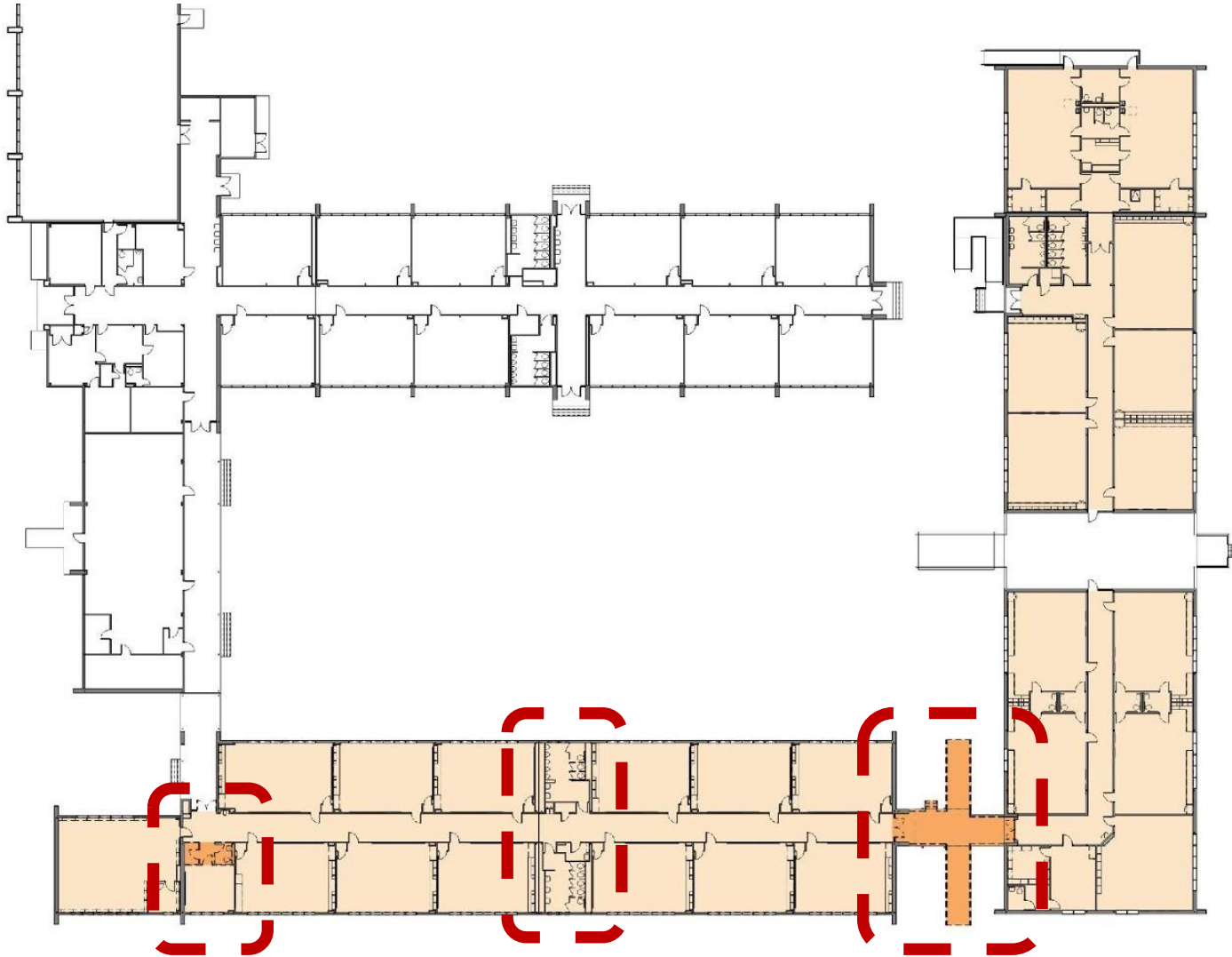
J-4

LIST OF CAMPUS PRIORITIES:

1. Aging Mechanical Systems = 9
2. Connectivity (General) = 9
3. Drainage (Typical) = 7
4. Roofing = 6
5. Playgrounds (General) = 5
6. Classrooms (Typical) = 5
7. Administration = 5
8. Library = 3
9. Safety/Security (General) = 3
10. Accessibility = 2

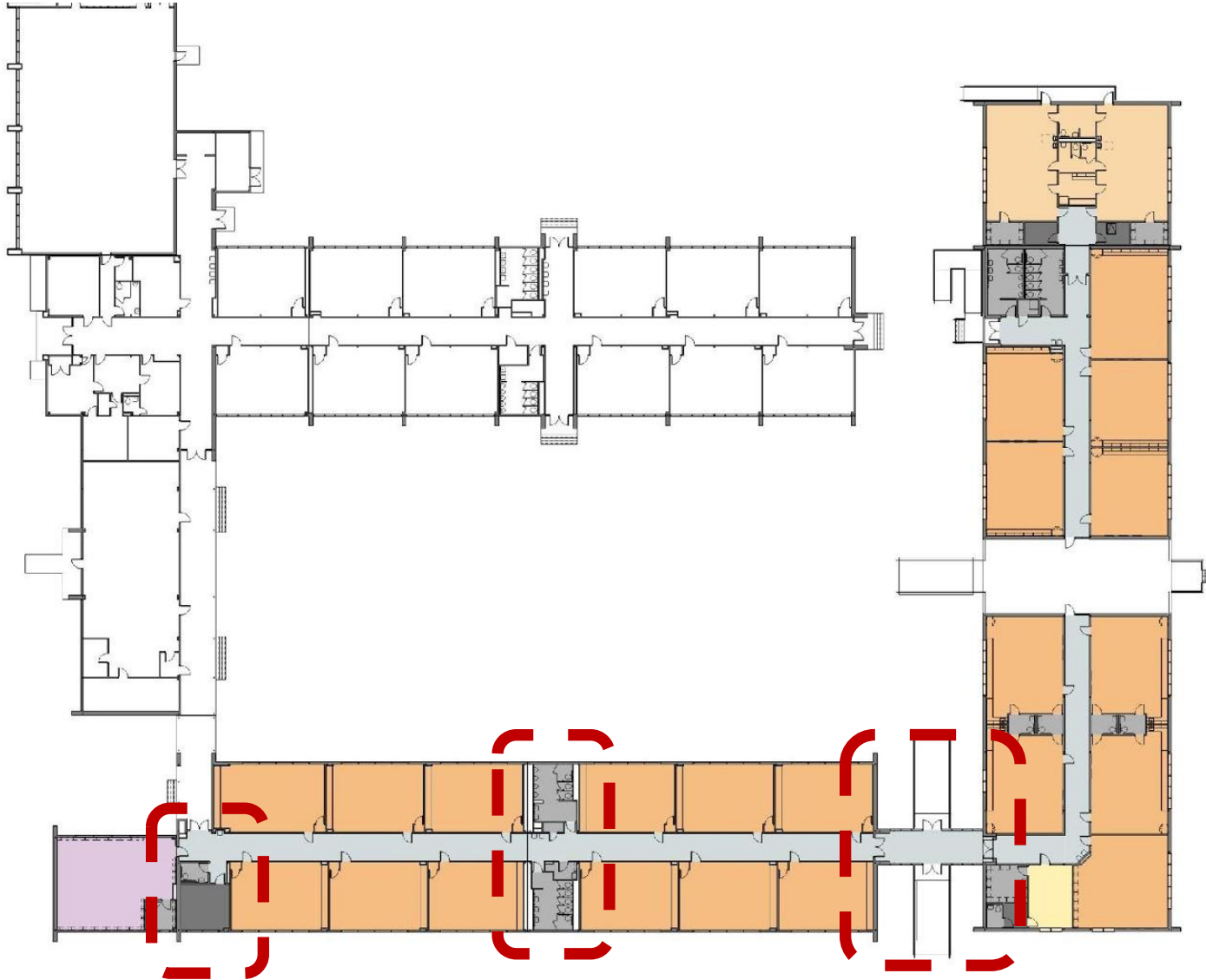
**JEFFERSON:
TOTAL VALUE OF
IMPROVEMENTS:
\$16,150,000**

Existing Conditions



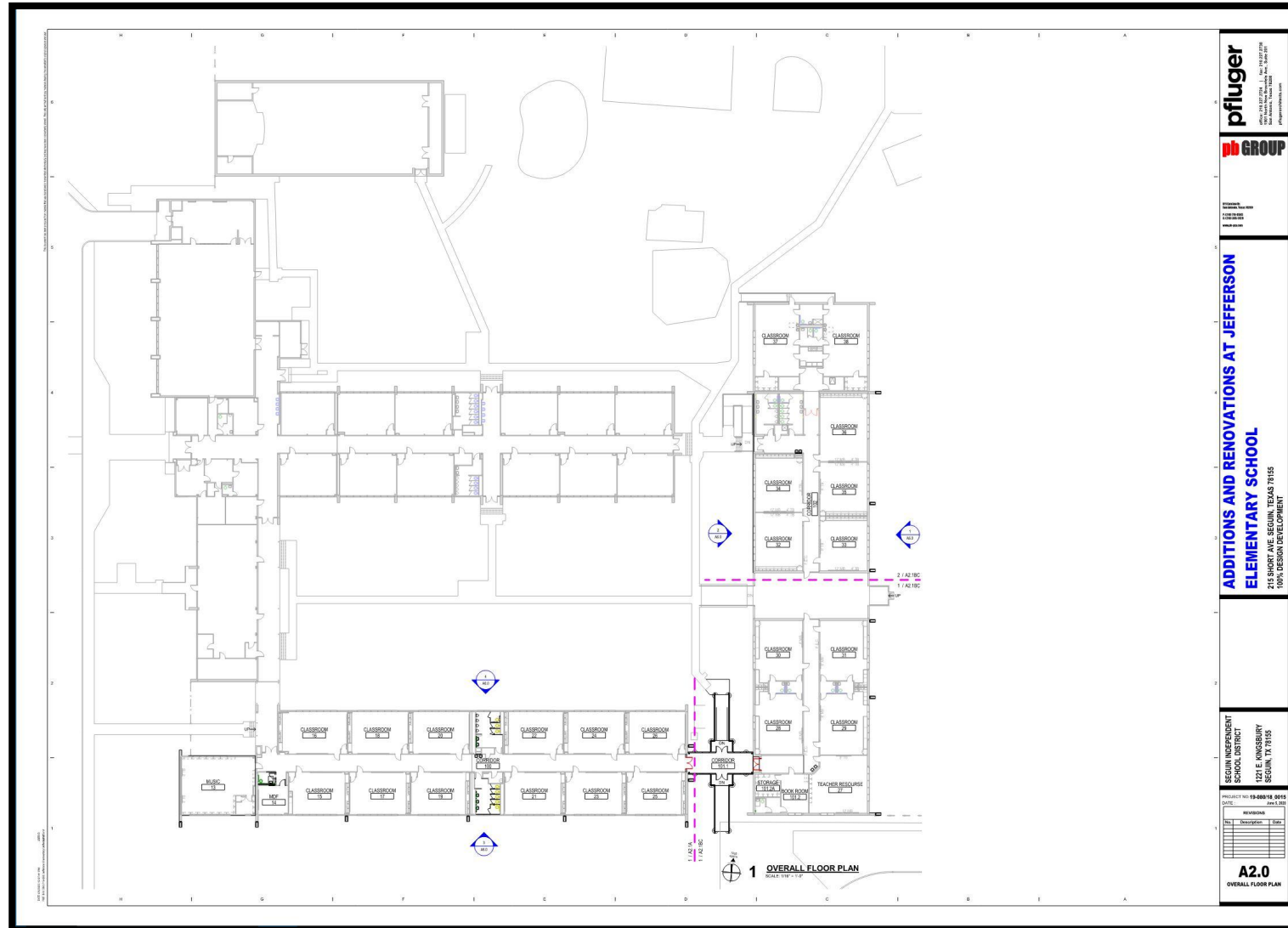
- Restrooms Not Fully Accessible
- Exterior Connection Between Wings
- Aging HVAC System + Roof
- Aging Electrical & Technology Systems
- Aging Finishes

Project Scope

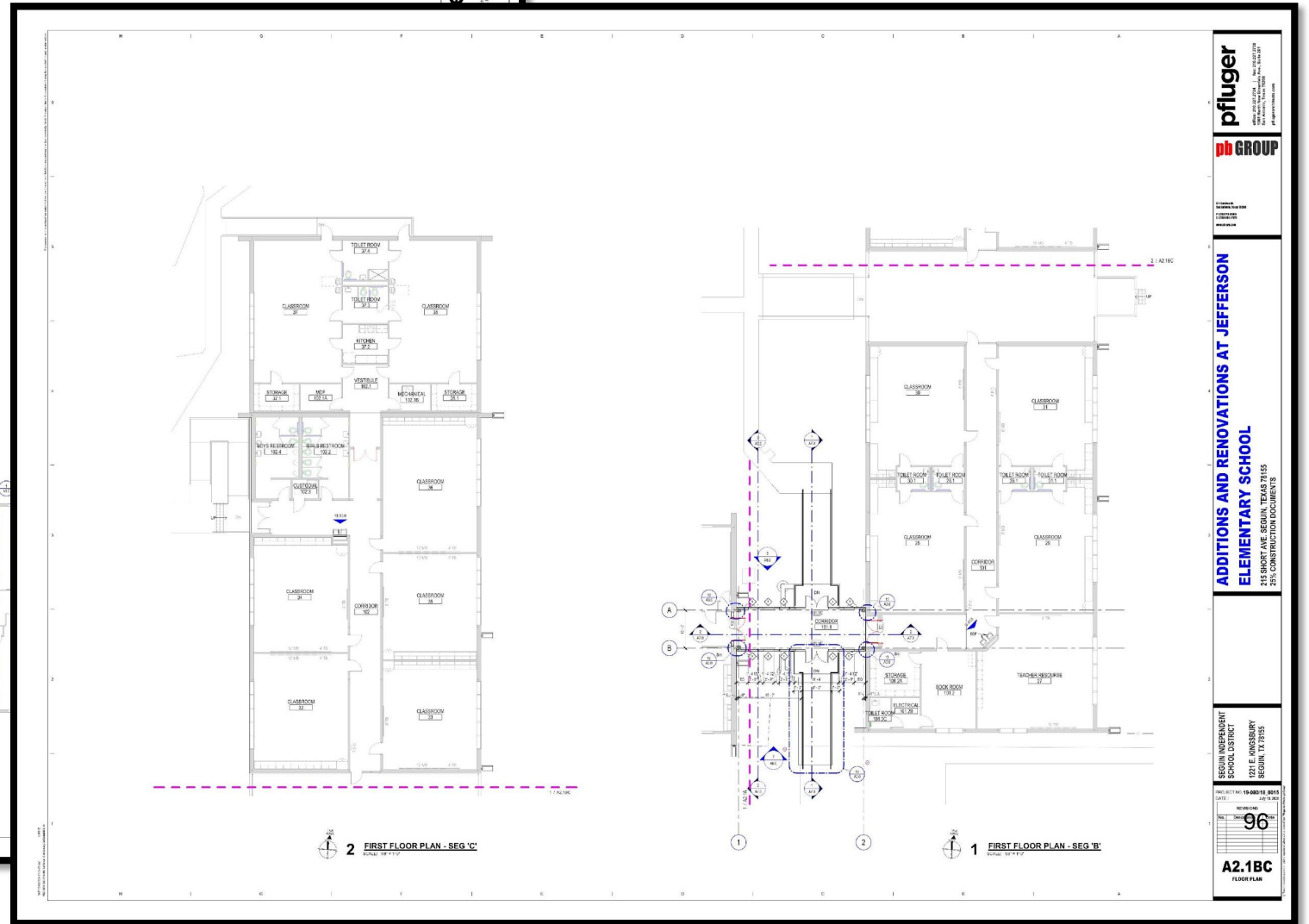
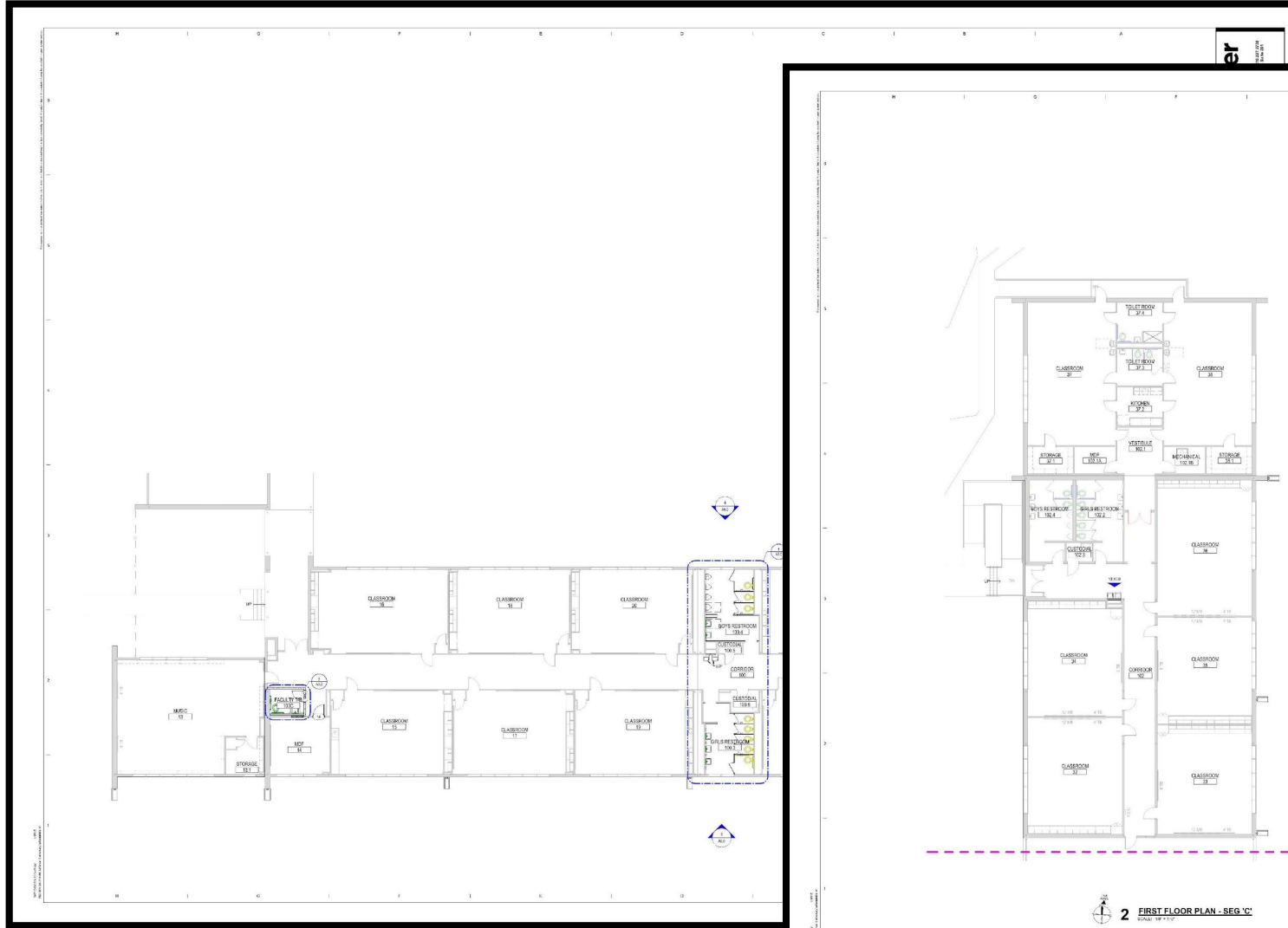


- Accessibility Upgrades (Focused on Restrooms)
- Internal Connection between Wings
- Replacement of HVAC System
- Roof Repairs as Needed

Design – 100% DD



Design – 100% DD



Upcoming Milestones:

- Next Deliverables:
 - 50% CDs = August 16
 - 95% CDs = October 16
- Target Dates:
 - Board Mtg. for CD Approval & Approval to Bid: 11/17/20
 - Proposal Opening: 1/5/21
 - Board Mtg. for Contractor Selection: 1/26/21
 - Construction Start: February 2021

Playgrounds

Rodriguez and McQueeney are complete. Patlan and Jefferson are 99% complete. Some concrete finish work needed.



Playgrounds

Koennecke and Weinert are both ready for surfacing. Pour-in-Place surfacing scheduled to be installed in the next week.



Playgrounds

Vogel curbing, sidewalk and flatwork is complete. The equipment installation started this week. Completion expected in early August.



Seguin ISD PIA requests received from June 4-July 8, 2020

<u>Date</u>	<u>Requester</u>	<u>Requested documents</u>	<u>Status</u>	<u>Action</u>
06/09/20 053	Raymond Kizer, Texas Workforce Commission	Certain employee directory information	Completed 07/02/20	Document provided
07/06/20 001	Seguin LULAC 682	Numerous documents requested on bilingual ed, staffing and planning. A total of 26 items.	In Progress	

ACTION ITEM: **Consider Appointing an Audit Committee for the Board of Trustees**

RECOMMENDATION: That the President of the Board of Trustees appoint an audit committee consisting of no more than three Trustees.

RATIONALE: The audit committee will receive preliminary information and updates from the District's auditor throughout the course of the annual financial audit. The function of the committee shall be fact-finding, deliberative, and advisory, but not administrative. The committee will dissolve upon completion of the 2019-20 annual financial audit report.


REFERENCE and COMPLIANCE: BAA (LEGAL) Board Legal Status Powers and Duties
BDB (LEGAL) and BDB (LOCAL) Board Internal Organization Internal Committees

PAPERWORK IMPACT: None

BUDGET IMPACT / INFORMATION: None

EXHIBITS: None

RESOURCE PERSONNEL: Anthony Hillberg, CPA, Chief Financial Officer

Submitted by:  Date Submitted: 07/28/20
(Signature) _____
(Name) Dr. Matthew Gutierrez, Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614

ACTION ITEM: **Consideration and Possible Approval of Eichelbaum Wardell Hansen Powell & Muñoz, P.C. as Legal Counsel for Seguin ISD as Needed**

RECOMMENDATION: That the Board of Trustees authorize the superintendent to retain the firm of Eichelbaum Wardell Hansen Powell & Munoz, P.C., to serve as legal counsel for the district as needed.

RATIONALE: The Board shall retain an attorney or attorneys, as necessary, to serve as the District's legal counsel and representatives in matters requiring legal services. Services to be performed and reasonable compensation to be paid by the Board shall be set forth in a written contract between the Board and the attorney or attorneys.

The purchasing requirements of Education Code 44.031 do not apply to a contract for professional services rendered by an attorney. Education Code 44.031(f) [See CH (LEGAL)]


REFERENCE and COMPLIANCE: BDD (LEGAL) (LOCAL) – Board Internal Organization, Attorney

PAPERWORK IMPACT: None

BUDGET IMPACT / INFORMATION: Additional cost associated with these services to be provided by the General Operating Fund.

EXHIBITS: None

RESOURCE PERSONNEL: Anthony Hillberg, CPA, Chief Financial Officer

Submitted by:  Date Submitted: 07/28/20
(Signature) _____
(Name) Dr. Matthew Gutierrez, Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614

ACTION ITEM:

Community Eligibility Provision beginning 2020-21 School Year

RECOMMENDATION:

That the Board of Trustees review and accept the adoption of the Community Eligibility Provision at 11 campuses beginning in the 2020-21 School Year.

RATIONALE:

The United States and Texas Departments of Agriculture (USDA and TDA) offers the Community Eligibility Provision (CEP) to provide free breakfasts and lunches to students. The CEP utilizes information from assistance programs to determine the number of students that are automatically eligible to receive free meals. USDA then applies a multiplier to calculate the level of qualified participants at each campus. When the number reaches the appropriate threshold to provide sufficient federal reimbursement it becomes advantageous for a district to offer free meals to students at selected campuses by grouping campuses together and establishing a guaranteed reimbursement rate for a four year cycle. Based on these criteria, the Child Nutrition department is recommending that the Ball ECC campus, all elementary schools, both middle schools, and the Saegert campus implement CEP effective immediately. This CEP group will not include Seguin High School at this time. The Child Nutrition and Business departments will continue to evaluate the feasibility of adding Seguin High School in future years.

REFERENCE and COMPLIANCE:

CO (LEGAL) and CO (LOCAL) Food Services Management

BUDGET IMPACT / INFORMATION:

None

EXHIBITS:

CEP Grouping Calculations

RESOURCE PERSONNEL:

Anthony Hillberg, CPA, Chief Financial Officer
Jacob Galvan, Director of Child Nutrition

Submitted by:



Date Submitted: 07/28/20

(Signature)

Dr. Matthew Gutierrez, Superintendent

(Name)

1221 E. Kingsbury St., Seguin, TX 78155

(Address)

(830) 401-8614

(Telephone)

CEP Grouping Calculations

Ball ECC, Elementary Schools, Middle Schools, Saegert

School	Number of Enrolled Students	Total Identified Students	Identified Student Percentage (ISP)	ISP with USDA Multiplier (1.6)
BALL EARLY CHILDHOOD CENTER	444	444	100.00%	160.00%
BRIESEMEISTER MIDDLE	732	460	62.84%	100.55%
BURGES/MBLC at SAEGERT SCHOOL	126	90	71.43%	114.29%
JEFFERSON AVE ELEMENTARY	350	263	75.14%	120.23%
JIM BARNES MIDDLE	849	432	50.88%	81.41%
KOENNECKE ELEMENTARY	570	276	48.42%	77.47%
MCQUEENEY ELEMENTARY	314	209	66.56%	106.50%
ORALIA R RODRIGUEZ ELEMENTARY	540	359	66.48%	106.37%
PATLAN ELEMENTARY	457	309	67.61%	108.18%
VOGEL ELEMENTARY	356	205	57.58%	92.13%
WEINERT ELEMENTARY	475	251	52.84%	84.55%
Total	5213	3298	63.26%	101.22%

Percentage greater than 100% = 100% reimbursement at Free rate.

ACTION ITEM: **Student Meal Pricing for 2020-21 School Year**

RECOMMENDATION: That the Board of Trustees approve the recommended meal prices for the 2020-21 school year.

RATIONALE: The United States and Texas Departments of Agriculture (USDA and TDA) allow districts to limit the standard annual increase to student meal prices for the 2020-21 school year if the Child Nutrition Program maintained a positive fund balance as of December 31, 2019 (*Exhibit A*). Seguin ISD's Child Nutrition Department qualifies for this provision and, as a result, will not increase student meal prices for the 2020-21 School Year.

REFERENCE and COMPLIANCE: CO (LEGAL) and CO (LOCAL) Food Services Management

PAPERWORK IMPACT: None

BUDGET IMPACT / INFORMATION: None

EXHIBITS: Exhibit A - 12/31/19 Child Nutrition Financial Report/Fund Balance
Exhibit B - Student Meal Prices 2020-21

RESOURCE PERSONNEL: Anthony Hillberg, CPA, Chief Financial Officer
Jacob Galvan, Director of Child Nutrition

Submitted by:
(Signature)
(Name)
(Address)
(Telephone)



Dr. Matthew Gutierrez, Superintendent
1221 E. Kingsbury St., Seguin, TX 78155
(830) 401-8614

Date Submitted: 07/28/20

**Seguin Independent School District
Proposed Budget Amendments and Financial Statements
Child Nutrition Fund
December 2019**

	Budget					Actual			Budget Remaining
	Adopted Budget	December 1, 2019	Proposed Amendment(s)		December 31, 2019	December 1, 2019	Current Month	December 31, 2019	
		Amended Budget	Programmatic Changes	Balance Neutral	Amended Budget	Year to Date	Activity	Year to Date	
REVENUE									
Local									
Property Taxes-Current									
Property Taxes-Delinquent									
Property Taxes-Penalty & Interest									
Interest Income	20,000	20,000	-	-	20,000	8,827	1,215	10,042	9,958
Other Local Income	821,000	821,000	-	-	821,000	331,030	75,790	406,820	414,180
State	70,000	70,000	-	-	70,000	35,810	-	35,810	34,190
Federal	3,489,000	3,489,000	-	-	3,489,000	1,302,314	301,788	1,604,102	1,884,898
REVENUE	4,400,000	4,400,000	-	-	4,400,000	1,677,981	378,794	2,056,775	2,343,225
EXPENSE									
11 - Instruction									
12 - Instructional Resources & Media Svcs									
13 - Curr & Instructional Staff Development									
21 - Instructional Leadership									
23 - School Leadership									
31 - Guidance & Counseling Services									
32 - Social Work Services									
33 - Health Services									
34 - Student Transportation									
35 - Food Service	4,389,500	4,389,500	-	-	4,389,500	1,813,425	347,101	2,160,526	2,228,974
36 - Co-curricular Activities									
41 - General Administration									
51 - Plant Maintenance & Operations	10,000	10,000	-	-	10,000	4,456	725	5,181	4,819
52 - Security & Monitoring Services	500	500	-	-	500	160	-	160	340
53 - Data Services									
61 - Community Services									
71 - Debt Services									
81 - Facilities Acquisition & Construction									
99 - Intergovernmental Charges (Appraisal Svcs)									
EXPENSE	4,400,000	4,400,000	-	-	4,400,000	1,818,041	347,825	2,165,866	2,234,134
REVENUE OVER/(UNDER) EXPENSE	\$ -	\$ -	\$ -	\$ -	\$ -	(140,060)	30,968	(109,092)	109,092
Other Sources	-	-	-	-	-	-	-	-	-
Other Uses	-	-	-	-	-	-	-	-	-
OTHER SOURCES AND USES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
RESULT OF ACTIVITIES	\$ -	\$ -	\$ -	\$ -	\$ -	(140,060)	\$ 30,968	\$ (109,092)	\$ 109,092

Additional Information to the Reader			
PRELIMINARY ESTIMATE - Fund Balance:			
19 - 20 Beginning Fund Balance (Unaudited)			
Unassigned	\$	1,144,743	
Non Spendable-Inventory	\$	26,624	
Total 19 - 20 Beginning Fund Balance (Unaudited)			\$ 1,171,367
19 - 20 Actual Year to Date Revenue Over/(Under) Expense	\$	(109,092)	
19 - 20 Actual Year to Date Other Sources and Uses	\$	-	
19 - 20 Budget Remaining Revenue Over/(Under) Expense	\$	109,092	
19-20 Adjustment Resulting from Unanticipated Costs of COVID-19 Pandemic (6/30/20)	\$	(471,367)	
19 - 20 Estimated Year End Result of Activities			\$ (471,367)
19 - 20 Estimated Ending Fund Balance (Unaudited)	\$	700,000	

Student Meal Prices 2020-21

Seguin ISD Child Nutrition						
Meal Prices - 2020-21 (CEP - Ball, Elem, Middle, Saegert)						
Location	Breakfast			Lunch		
	Free	Reduced	Paid	Free	Reduced	Paid
Ball ECC	FREE			FREE		
Elementary	FREE			FREE		
Middle	FREE			FREE		
Saegert	FREE			FREE		
SHS	FREE	\$0.30	\$1.70	FREE	\$0.40	\$3.00
Adult/Visitor	*TBD*			*TBD*		

* Adult/Visitor meal pricing is regulated by TDA criteria that have not been finalized for the 20-21 school year. Once available, this information will be provided to the School Board.

ACTION ITEM: **Resolution for Emergency Declaration and Action Related to COVID -19**

RECOMMENDATION: That the Board of Trustees approve the resolution for the 2020-2021 school year.

RATIONALE: Immediate action is and/or may be necessary to continue to minimize the COVID-19 impact to students, staff, families and the community while still providing a quality education to Seguin ISD students. The Superintendent and his administration want be prepared to act swiftly and decisively in response to anticipated increases in reported infections, government guidance and edicts and to take other appropriate and immediate actions to protect the health, safety and welfare of the students, staff and community of the Seguin Independent School District, without the possible delay of needing to wait for a Board meeting. This resolution is for the 2020-2021 school year and directs the Superintendent to keep the board informed of necessary actions.

REFERENCE and COMPLIANCE: TEC §45.105, TEC §48.007

PAPERWORK IMPACT: None

BUDGET IMPACT: None

EXHIBITS: Resolution

RESOURCE PERSONNEL: Dr. Matthew Gutierrez, Superintendent

Submitted by: Matthew Gutierrez Date Submitted 07/28/20
(Signature) _____
(Name) Dr. Matthew Gutierrez, Superintendent
(Address) 1221 E. Kingsbury St., Seguin TX 78155
(Telephone) (830) 401-8614

Resolution

Seguin Independent School District Board of Trustees

EMERGENCY DECLARATION AND ACTIONS RELATED TO COVID-19

WHEREAS, the Board of Trustees of the Seguin Independent School District is authorized by Texas Education Code Section 45.105 to expend District funds necessary for the conduct and maintenance of the public schools as determined by the Board; and

WHEREAS, the Board has a substantial public and education interest in protecting the health and safety of its students, staff, their families and community;

WHEREAS, the District's community, including its school personnel, students and their families, have been and are likely to continue to be substantially impacted by the COVID-19 virus for the duration of the summer and 2020-21 school year;

WHEREAS, the Board and Administration are following advice and directives from federal, state and local authorities in responding to the continuing COVID-19 virus pandemic and emergency;

WHEREAS, through circumstances completely beyond their control, certain categories of District employees may be forced to miss work-days due to the closure of school facilities and operations;

WHEREAS, there is a public purpose served and a benefit to continue to pay salaries, wages and health benefits during District and/or campus-wide closures, budget permitting, to demonstrate support of its employees, enhance morale and support retention of employees so they can resume work with minimal impact on students once school reopens/work resumes, to include the provision of distance-learning and continued meal provision for students;

WHEREAS, the Texas Education Agency has authorized school districts to continue to receive funding provided that schools provide in-person instruction at campuses five days a week, with the option to offer distance learning, virtual education and other continuity of instruction option for students and parents who choose distance learning, and maintain appropriate records of these efforts including on-site, distance, synchronous and asynchronous education options for the 2020-21 school year;

WHEREAS, it is the desire of the Board that the Superintendent and his administration be prepared to act swiftly and decisively in response to anticipated increases in reported infections, government guidance and edicts and to take other appropriate and immediate actions to protect the health, safety and welfare of the students, staff and community of the Seguin Independent School District, without the possible delay of needing to wait for a Board meeting, while at the same time directing the Superintendent to keep the Board informed of necessary actions.

NOW, THEREFORE, BE IT RESOLVED that we, the Board of Trustees, at a lawfully called meeting held under the Texas Open Meeting Act, formally declares that:

:

1. **Declaration of Public Health Emergency.** COVID-19 continues to be a public health emergency and continues to impact Seguin ISD students, families, staff and community.

2. **Need for Immediate Action.** Immediate action is and/or may be necessary to continue to minimize the COVID-19 impact to students, staff, families and the community while still providing a quality education to Seguin ISD students. Therefore, the Superintendent shall hereby have the authority to institute individual campus or District-wide closures as may be necessary in response to the COVID-19 pandemic. The Superintendent shall also comply with any orders regarding school closures or operations issued by the Governor of Texas or local authorities, in accordance with state law.
 - a. As authorized by TEA, the administration shall provide for instructional continuity for its students including options for in-person and distance learning, to include synchronous and asynchronous learning, and follow TEA Guidance for same, including appropriate attestations and record keeping. Further, the Board directs and authorizes the Superintendent or designee to develop and implement attendance accounting procedures to meet state requirements and guidelines for the authorized instructional options.
 - b. The Superintendent may restructure and reassign/redeploy faculty and staff as necessary to accomplish this purpose and continue services to students, including the provision of food services to students in non-traditional manners but to do so in compliance with guidelines and requirements promulgated by the U.S. Department of Agriculture, Texas Department of Agriculture and in compliance with CDC, State and Local social distancing orders and guidance.
 - c. The Superintendent may adjust the operation of school facilities as-needed to facilitate school business and instructional continuity for students and following local and state guidelines.
3. **Waiver for Instructional Days:** The Superintendent is authorized to apply for missed instructional day waivers and/or low attendance day waivers throughout the 2020-21 school year, as may be necessary and approved by the Texas Education Agency.
4. **Pay During Closures:** The Board determines that the school may continue pay salaries and benefits, subject to any requirements or guidance from the State, to employees who are impacted by a federal, state or local health agency ordered District-wide closure of the employee's assigned campus or duty-station. The Board finds that a public purpose and benefit to the District and its students exists to compensate employees for workdays missed due to the closure of their assigned campus or department as a result of COVID-19, and that this is necessary in the conduct of the public schools pursuant to Education Code § 45.105(c). The Board authorizes the Superintendent or designee to make compensation decisions and adjustments to impacted employees as deemed appropriate to fulfill the purposes of this Resolution. It is the Board's intent that employees are redeployed and reassigned to conduct work supporting this emergency, as the Superintendent determines, and that compensation is for that work performed; however, if a complete closure and work-stoppage is ordered that this paragraph is also in effect.
5. **TEA Attestations:** The Superintendent and Board President are authorized to execute and file the COVID-19 Missed School Day Waiver Attestation Statement. Further, the Superintendent and Board President are authorized to execute and file the Attestation of Off-Campus Programs Approved for Purposes of Average Daily Attendance (TEC §48.007) with TEA.
6. **Instructional Continuity:** In addition to or in lieu of closure, the Superintendent is authorized to develop and implement education continuity plans following state guidelines to allow students to be educated through low-tech, workbooks/worksheets/packets, online learning, tele- and video-learning, and other virtual or distance learning/low-tech programs

including synchronous and asynchronous instructional options and traditional on-site options. The Superintendent is authorized and fully supported by the Board in reassigning staff to aid in development and implementation of education continuity plans to benefit and serve students. The Superintendent is authorized to make procurements necessary to fulfill the purposes of this resolution and to meet the needs and best interest of students. The Superintendent shall inform the Board and/or TEA of these plans as directed by TEA. The Superintendent shall develop and implement procedures for attendance accounting and record keeping and report the information to TEA as required and shall ensure appropriate attendance records are taken and maintained to meet TEA requirements.

7. **School Calendars.** The Superintendent is authorized to make adjustments to the 2020-21 school calendar as may be needed to ensure instructional needs are met, and continuity maintained, due to COVID-19. This includes calendar adjustments to ensure students meet state requirements for instructional minutes through the 2020-21 school year. The Superintendent shall notify the Board of any such adjustments.
8. **Student Code of Conduct.** The Superintendent or designee is authorized to implement and enforce the Student Code of Conduct for students participating in distance learning to the fullest extent practicable.
9. In the event other waivers or immediate action is needed, the Superintendent is authorized, with notification to the Board, to take other action and to submit/apply for other waivers in accordance with guidance and instructions from the State of Texas.

Adopted this ____ day of July, 2020 by a _____ vote of the SISD the Board of Trustees.

President, Board of Trustees

Secretary, Board of Trustees

ACTION ITEM:

Possible Action to Order a General Election for November 3, 2020 for Trustees in Single Member Districts 1, 3, and 6

RECOMMENDATION:

That the Board adopt the drafted Order for a general election to be held November 3, 2020 for Trustees in Single Member Districts 1, 3, and 6.

RATIONALE:

Seguin ISD Board Policy BBB (LEGAL) states the school district must hold its regular trustee election jointly with a municipality. The District contracts with the Guadalupe County Elections Office to conduct the joint election. Seguin ISD Trustees serve four year terms.

REFERENCE and COMPLIANCE:

BBB (LEGAL) Board Members; Elections

PAPERWORK

IMPACT:

Minimal

BUDGET IMPACT/ INFORMATION:

Funds for the cost of the election are provided in the General Fund.

EXHIBITS:

Order of General Election

RESOURCE PERSONNEL:

Dr. Matthew Gutierrez, Superintendent

Submitted by:

(Signature)



Date Submitted: 07/28/20

(Name)

Dr. Matthew Gutierrez, Superintendent

(Address)

1221 E. Kingsbury St., Seguin, TX 78155

(Telephone)

(830) 401-8614

**SEGUIN INDEPENDENT SCHOOL DISTRICT
GENERAL ELECTION ORDER AND NOTICE**

THE STATE OF TEXAS

COUNTY OF GUADALUPE

On this the 28th day of July 2020, the Board of Trustees of the SEGUIN INDEPENDENT SCHOOL DISTRICT (“District”) convened in regular session with sufficient members present to constitute a quorum, and among other proceedings had by said Board of Trustees were the following:

WHEREAS, the term of office of the Seguin ISD School Board Trustees representing Single Member Districts 1, 3, and 6 will expire on Tuesday November 3, 2020, and on said date a Trustee General Election will be held in said school District;

WHEREAS, it is necessary for this Board of Trustees to pass an Order establishing the procedure for conducting said Trustee Elections:

THEREFORE, BE IT ORDERED BY THE BOARD OF TRUSTEES OF THE SEGUIN INDEPENDENT SCHOOL DISTRICT;

1. That a General Election be held in said School District on Tuesday, November 3, 2020, for the purpose of electing four members (Seguin ISD Single Member Districts 1, 3, and 6 to the Board of Trustees of said School District, to full, regular terms expiring in November 2024.
2. That all requests by candidates to have their names placed upon the ballot for the above mentioned Election shall be timely made in accordance with the law and shall be in writing, shall state the number of the Place for which each person is filing as a candidate, shall be signed by the candidate and filed with Petra Nancy Ramirez, Seguin ISD Superintendent Secretary, 1221 E. Kingsbury, Seguin, Texas 78155 not earlier than July 18, 2020, and not later than 5:00 p.m. on August 17, 2020, between the hours of 8:00 a.m. and 5:00 p.m.
3. **Places and Times for Election Day Voting:**

That said elections shall be held at the polling places and shall be open at times to be designated pursuant to a Joint Election Agreement and Election Service Contract by and between the Seguin Independent School District, Guadalupe County and other political subdivisions.

The Election shall be held as a Joint Election pursuant to a Joint Election Agreement between the Seguin Independent School District and Guadalupe County, Texas.

4. The Board's Executive Secretary is hereby directed to cause proper notices of such Elections, including polling locations, in conformity with the provisions of the Texas Election Code, at such time as the polling places are ultimately established by agreement with the county.
5. Presiding Election Judges and an Alternate Presiding Election Judge appointed to serve at said polling places shall be appointed in conformance with the provisions of the Texas Election Code.
6. An Early Voting Ballot Board is hereby created pursuant to Section 87.001 of the Texas Election Code. The Early Voting Ballot Board shall be made up of members appointed in the manner stated in the Texas Election Code.
7. The Early Voting Clerk appointed in compliance with Section 271.006 of the Texas Election Code will be designated in the Elections Agreement. Lisa Adam, Guadalupe County Elections Administrator, will be Early Voting Clerk and appoint other early voting clerks as needed to process early voting mail and to conduct early voting at the main location. The Early Voting Clerk's official mailing address is PO Box 1346, Seguin, TX 78156-1346.
8. Early voting by personal appearance will be conducted beginning Monday October 19, 2020 and continuing through Friday October 30, 2020. Any qualified voter for the Joint Election may vote early by personal appearance at either the main early voting location or at any of the branch locations.

That said elections shall be held at the polling places and shall be open at time to be designated pursuant to a Joint Election Agreement and Election Service Contract by and between the Seguin Independent School District, Guadalupe County and other political subdivisions.

Days and Hours of Early Voting:

Are as set forth in **Attachment A** to this Election Order.

Location of Election Day Polling Places and Hours

As set forth in **Attachment A** to this Election Order.

Main and Branch Early Voting Polling Place:

As set forth in **Attachment A** to this Election Order.

Early Voting By Mail:

Applications for ballot by mail shall be mailed to:

Lisa Hayes
Elections Administrator
PO Box 1346, Seguin, TX 78156-1346

Applications for ballots by mail must be received no later than the close of business on Friday, October 23, 2020.

- 9. The Guadalupe County Elections Administrator, pursuant to the Joint Elections Agreement with the Seguin Independent School District, shall publish an Election Notice at least one time in a newspaper of general circulation in Guadalupe County, where the School District is located. Said publication shall be published not earlier than the 30th day before Election Day, and not later than the 10th day before Election Day.

It is further found and determined that in accordance with an Order of the Board of Trustees, the Secretary posted written notice of the date, place and subject of this meeting on the bulletin board located in the Central Administrative Office in this School District, a place convenient and readily accessible to the general public, and said notice, having been so posted, remained posted for at least 72 hours preceding the scheduled time of said meeting.

The call for election was moved and seconded and passed in regular session of the Board of Trustees. Thereupon, the question being called for, the following members of the Board voted "AYE": _____

and the following voted "NO": _____

Signed this ___ day of _____, 2020.

CINDE THOMAS-JIMENEZ
President

ATTEST:

BENITO AMADOR
Secretary

Seguin ISD General Election Order and Notice

ATTACHMENT A

**NOVEMBER 3, 2020
(3 DE NOVIEMBRE, 2020)**

**GENERAL ELECTION
(ELECCION GENERAL)**

**Early Voting Dates and Hours
(Fechas y Horarios de Votación Anticipada)**

Monday, October 19th through Saturday, October 24th, 2020.....7:00 a.m. to 7:00 p.m.
Lunes, 19 de Octubre de 2020 hasta el Sabado, 24 de Octubre de 2020.....7:00 de la mañana a las 7:00 de la tarde
Sunday, October 25th, 2020.....1:00 p.m. to 6:00 p.m.
Domingo, 25 de Octubre de 2020.....1:00 de la tarde a las 6:00 de la tarde
Monday, October 26th through Friday, October 30th, 20207:00 a.m. to 7:00 p.m.
Lunes, 26 de Octubre de 2020 hasta el Viernes, 30 de Octubre de 2020.....7:00 de la mañana a las 7:00 de la tarde

**Main Early Voting Polling Location
(Lugar Principal de Votación Anticipada)**

SEGUIN ELECTIONS OFFICE
215 S. Milam St., Seguin, TX 78155

Emergency and Limited ballots available only at the main location. (*Boletas limitadas y de emergencia solamente están disponibles en este lugar.*)

**Locations of Branch Early Voting Polling Locations
(Lugar de las Sucursales de Votación para la Votación Anticipada)**

CIBOLO FIRE STATION #2	3864 Cibolo Valley Dr., Cibolo, TX 78108
CENTRAL TEXAS TECHNOLOGY CENTER	2189 FM 758, Room 118, New Braunfels, TX 78130
GRACE CHURCH	3240 FM 725, New Braunfels, TX 78130
NEW BERLIN CITY HALL	9180 FM 775, New Berlin, TX
SCHERTZ ELECTIONS OFFICE ANNEX	1101 Elbel Road, Schertz, TX 78154
SEGUIN ISD ADMINISTRATION BLDG	1221 E. Kingsbury St., Seguin, TX
SELMA CITY HALL	9375 Corporate Drive, Selma, TX

Applications for Ballot by Mail shall be mailed to: (*Las solicitudes para boletas que se votaran adelantada por correo deberan enviarse a:*) Lisa Hayes , Elections Administrator, P. O. Box 1346, Seguin, TX 78156-1346.

Applications for Ballots by Mail must be received no later than the close of business on October 23, 2020.

(*Las solicitudes para boletas que se votaran adelantada por correo deberan recibirse para el fin de las horas de negocio el 23 de Octubre 2020.*)

November 3, 2020
GENERAL ELECTION
Election Day Polling Locations
Polls Open from 7:00 a.m. to 7:00 p.m.

Guadalupe County will be using Vote Centers for the November 3, 2020 Elections.
Any Guadalupe County registered voter can vote at any Guadalupe County Election Day Location,
regardless of the precinct in which they reside.

VC #1	McQueeney Lions Club , 3211 FM 78, McQueeney
VC #2	Vogel Elementary School, 16121 FM 725, Seguin
VC #3	Seguin ISD Admin Bldg., 1221 E. Kingsbury, Seguin (previously Remarkable Healthcare)
VC #4	Forest Hills Baptist Church, 8251 FM 1117, Seguin
VC #5	Justice of the Peace Court, Pct 1, 2405 E. US Hwy 90, Seguin
VC #6	Kingsbury United Methodist Church, 7035 FM 2438, Kingsbury
VC #7	Staples Baptist Church, 10020 FM 621, Staples
VC #8	Maranatha Fellowship Hall, 2356 S. Hwy. 80, Luling
VC #9	TLU Alumni Student Center, Conference Rooms A/B, 1109 University St., Seguin (previously Jackson Park Student Activity Center @ TLU)
VC #10	Grace Church, 3240 FM 725, New Braunfels
VC #11	McQueeney VFW Post 9213, 275 Gallagher, McQueeney
VC #12	Columbus Club of Seguin, 1015 S. Austin Street, Seguin
VC #13	Our Lady of Guadalupe Church Annex, 730 N. Guadalupe St. Seguin
VC #14	Westside Baptist Church, 1208 N. Vaughan St., Seguin
VC #15	American Legion Hall, 618 E. Kingsbury, Seguin
VC #16	Geronimo Community Center, 280 Navarro Dr, Geronimo
VC #17	St. Joseph's Mission , 5093 Redwood Rd., San Marcos
VC #18	The Silver Center, 510 E. Court St., Seguin
VC #19	Central Texas Technology Center, Room 118 Conf. Room, 2189 FM 758, New Braunfels
VC #20	The Cross Church, 814 N. Bauer, Seguin
VC #21	Santa Clara City Hall, 1653 N. Santa Clara Rd., Santa Clara
VC #22	Marion Dolford Learning Center, 200 W. Schlather Lane, Cibolo
VC #23	Schertz Elections Office, 1101 Elbel Rd., Schertz
VC #24	Schertz United Methodist Church, 3460 Roy Richard Dr., Schertz
VC #25	Selma City Hall, 9375 Corporate Dr., Selma
VC #26	Crosspoint Fellowship Church, 2600 Roy Richard Drive, Schertz
VC #27	Immaculate Conception Catholic Church, 212 N. Barnett St., Marion
VC #28	Schertz Community Center, 1400 Schertz Parkway, Schertz
VC #29	Guadalupe County Services Center, 1052 FM 78, Schertz
VC #30	Schertz Community Center North, 3501 Morning Dr., Cibolo
VC #31	St. John's Lutheran Church, 606 S. Center St., Marion
VC #32	New Berlin City Hall, 9180 FM 775, New Berlin
VC #33	Klein Road Elementary School, 2620 W. Klein Road, New Braunfels
VC #34	Cibolo Fire Station #2, 3864 Cibolo Valley Drive, Cibolo
VC #35	Living Waters Worship Center, 3325 N. State Hwy 46, Seguin

ACTION ITEM:

Nominate Candidate for the TASB Board of Directors

RECOMMENDATION:

That the Board of Trustees approve the nomination of the candidate, JD Rodriguez III for the TASB Board of Directors.

RATIONALE:

The three year term of Region 20 position A of the TASB Board of Directors is expiring and would like the Board of Trustees endorsement.

**PAPERWORK
IMPACT:**

None

**BUDGET IMPACT/
INFORMATION:**

None

EXHIBITS:

Endorsement for JD Rodriguez III
TASB Endorsement Form

**RESOURCE
PERSONNEL:**

Dr. Matthew Gutierrez, Superintendent
Cinde Thomas-Jimenez, Board President

Submitted by:

(Signature)



Date Submitted: 07/28/20

(Name)

Dr. Matthew Gutierrez, Superintendent

(Address)

1221 E. Kingsbury St., Seguin, TX 78155

(Telephone)

(830) 401-8614

July 17, 2020

Dear Member of ESC Region 20, Superintendent and Board President,

My name is Juan Daniel (JD) Rodriguez III. I am a School Board Member at Dilley ISD. Currently, I am seeking the position for the TASB Board of Directors for Region 20. I would appreciate the support from you and the Seguin ISD Board. It would be an honor to represent Region 20 on the TASB Board. I look forward to working with all the Texas school boards, ESPECIALLY the Region 20 boards. Please feel free to contact me if I can help you or your district in any way. I would greatly appreciate the endorsement for this position from the Seguin school board.

Here are a few facts about myself:

- Big supporter of TxED
- Dilley ISD Native
- Bachelor's Degree in Criminal Justice - TAMUCC
- Currently employed as the Highway Patrol Sergeant for Texas DPS-Cotulla Office
- I enjoy spending time with my family, fiancé Denise (Special ED Teacher-Cotulla ISD) and children

I look forward to speaking to you and your board, if possible.

Thank you for all you do for our Texas Public Education students.
I hope you and your board stay safe during these challenging times.

Thank you,

JD Rodriguez III
Dilley ISD School Board Trustee



TASB ENDORSEMENT FORM

DATE: 07/28/2020

Our school board endorses the candidacy of the following individual nominated to fill a position on the TASB Board of Directors.

CANDIDATE INFORMATION

NAME: JD Rodriguez III

SCHOOL DISTRICT: Dilley ISD

This endorsement was approved by our school district's board of trustees at a duly called meeting on 07/28/2020.
(Date)

Best regards,

(Signature of board president or officer)

PRINTED NAME: Cinde Thomas-Jimenez

SCHOOL DISTRICT: Seguin ISD

MAILING ADDRESS: 1221 E. Kingsbury St.

CITY: Seguin, TX ZIP: 78155

This form is to be used to endorse a nominated individual from a board of trustees within your TASB Region who is a timely candidate for a position on the TASB Board of Directors.

Must be received by TASB on or before AUGUST 31, 2020.

**RETURN TO: E-mail: boardcommunications@tasb.org
FAX: 512.467.3554**

ACTION ITEM: **Designate Official Voting Delegate and Alternate to the 2020 TASB Delegate Assembly in Dallas, Texas on October 2nd – 4th, 2020**

RECOMMENDATION: That the Board of Trustees designate a delegate and alternate to the 2020 TASB Delegate Assembly held in Dallas.

RATIONALE: The names of the official voting delegate and alternate will be submitted to the Texas Association of School Boards.

PAPERWORK IMPACT: Minimal

BUDGET IMPACT/ INFORMATION: None

EXHIBITS: Official Delegate Designation form

RESOURCE PERSONNEL: Dr. Matthew Gutierrez, Superintendent

Submitted by: *Matthew Gutierrez* Date Submitted: 07/28/20
(Signature) _____
(Name) Dr. Matthew Gutierrez, Superintendent
(Address) 1221 E. Kingsbury St., Seguin, Texas 78155
(Telephone) (830) 401-8614

Official Delegate Designation Form

Please note:

- Only board members of TASB Active Members (public school districts and ESCs) may serve as delegates or alternates.
- TASB Directors and the four Legislative Advisory Council (LAC) members serving on the TASB Legislative Committee are delegates by virtue of their positions. If one of your board members is also a TASB Director or one of the four LAC representatives, do not designate this member; he or she will already be participating as a voting delegate in the Assembly.
- If you are designating an individual newly elected to your board, please update your district's membership information in myTASB. The update form is available under the Member Profile link (<https://www.tasb.org/apps/memberprofile/index.aspx>). If you have any questions about updating your membership information, contact Michael Pennant (contact information located at bottom of page).
- You also may submit your designation online. The online form is available in myTASB under the Member Profile link (<https://www.tasb.org/apps/memberprofile/index.aspx>).
- The *Delegate Assembly Handbook* will be distributed electronically at least 20 days prior to Delegate Assembly. Hard copies of the *Handbook* will be available on site. (Mailed copies will be available by request.)
- Credentials (ribbon and button) will be mailed to delegates and alternates who are registered by August 21. After that date, credentials must be picked up on site at Delegate Assembly.

Delegate: _____

Board position: _____ E-mail: _____

Mailing address (if NOT the district address) for Delegate Assembly materials:

Alternate: _____

Board position: _____ E-mail: _____

Mailing address (if NOT the district address) for Delegate Assembly materials:

Name of school district: _____

County-district number: _____ **TASB (ESC) region number:** _____

I hereby certify that the above persons were chosen by our board as our official voting delegate and alternate to the 2020 TASB Delegate Assembly scheduled for October 3 in Dallas (as provided by the TASB Bylaws).

Board president's signature: _____ Date: _____

Please return your board's designations online or to the address below by August 21, 2020, to receive Delegate Assembly credentials by mail. Delegates submitted after August 21 will need to pick up credentials (button and ribbon) on site.

Texas Association of School Boards
Attn: Michael Pennant
Fax: 512.467.3554
Email: michael.pennant@tasb.org



Questions? Contact Michael Pennant at 800.580.8272 or michael.pennant@tasb.org.

ACTION ITEM:

Personnel Action Professional Employees

RECOMMENDATION:

The Board of Trustees recognizes and acknowledges the new professional hires for the 2020 – 2021 school year and the resignations listed below.

FOR BOARD'S

ACKNOWLEDGMENT

ELECTIONS:

TEACHERS:

Aguilar, Brenda, Koennecke Elementary, effective 8/25/2020
Anderson, Megan, Vogel Elementary, effective 8/25/2020
Bader, Natalie, Pataln Elementary, effective 8/25/2020
Baker, Krista, Barnes Middle School, effective 8/25/2020
Byerly, Adam, Barnes Middle School, effective 8/25/2020
De La Rosa, Mikaela, Seguin High School, effective 8/25/2020
Delgado, Valeria, Rodriguez Elementary, effective 8/25/2020
Driskill, Christina, Barnes Middle School, effective 8/25/2020
Garcia, Martha, Rodriguez Elementary, effective 8/25/2020
Germany, Heather, Koennecke Elementary, effective 8/25/2020
Grilli, Karen, Koennecke Elementary, effective 8/25/2020
Hernandez, Marie, Barnes Middle School, effective 8/25/2020
Holland, Jordan, Jefferson Elementary, effective 8/25/2020
Lee, Carrington, Weinert Elementary, effective 8/25/2020
McClendon, Miriam, Patlan Elementary, effective 8/25/2020
Montgomery, Melvina, Weinert Elementary, effective 8/25/2020
Ramirez, Christina, Seguin High School, effective 8/25/2020
Rosales, Hector, Seguin Alternative School, effective 8/25/2020
Rose, Francene, Seguin High School, effective 8/25/2020
Ross, Michael, Seguin High School, effective 8/25/2020
Sanchez, Marielena, Barnes Middle School, effective 8/25/2020
Spencer, Robert, Seguin High School, effective 8/25/2020
Thomas, Stacy, AJB Middle School, effective 8/25/2020
Torres-Luna Jr., Jose, Seguin High School, effective 8/25/2020
Valenzuela, Crystal, Jefferson Elementary, effective 8/25/2020
White, Ruthie, Barnes Middle School, effective 8/25/2020
Wolfe, Kayleigh, McQueeney Elementary, effective 8/25/2020
Young, Stephanie, Special Education Dept., effective 8/25/2020

ADVANCEMENT:

Holmes, Megan, Juvenile Detention Center, effective 7/1/2020
Ms. Homes, Transition and Intervention Coordinator

FOR BOARD'S

ACKNOWLEDGEMENT

RESIGNATIONS:

Angerstein, Maygan, Jefferson Elementary, effective 6/15/2020

Ms. Angerstein, 4th Grade Teacher, has resigned due to personal reasons.

Cherry, Wade, Juvenile Dentention Center, effective 6/22/2020

Mr. Cherry, Academic Transition Facilitator, has resigned due to personal reasons.

Cockerham, Marla, Jefferson Elementary, effective 6/15/2020

Ms. Cockerham, 4th Grade Teacher, has resigned due to personal reasons.

Floyd, Casondra, Barnes Middle School, effective 6/15/2020

Ms. Floyd, Math Teacher, has resigned due to personal reasons.

Garza Jr., Omar, Seguin High School, effective 6/26/2020

Ms. Garza Jr., Welding Teacher, has resigned due to personal reasons.

Gutierrez, Leticia, Koennecke Elementary, effective 7/6/2020

Ms. Gutierrez, 4th Grade Bilingual Teacher, has resigned to stay home with her family.

Hayes, Chelsea, Jefferson Elementary, effective 5/29/2020

Ms. Hayes, Special Education Teacher, has resigned to accept a position with Floresville ISD.

Kelso, Kelly, Jefferson Elementary, effective 7/6/2020

Ms. Kelso, 2nd Grade Teacher, has resigned due to personal reasons.

Lightfoot, Staci, Vogel Elementary, effective 5/29/2020

Ms. Lightfoot, Special Education Teacher, has resigned due to personal reasons.

Miles, Casey, Seguin High School, effective 6/26/2020

Mr. Miles, Government and Economics Teacher, has resigned to accept a position with another district.

Rodgers, Randy, Technology Dept., effective 6/30/2020

Mr. Rodgers, Director of Digital Learning, has resigned to accept a position with Judson ISD.

Rosales, Frances, Patlam Elementary, effective 7/1/2020

Ms. Rosales, 5th Grade Teacher, has resigned due to personal reasons.

Ruple, Rebecca, Weinert Elementary, effective 7/14/2020

Ms. Ruple, 3rd Grade Teacher, has resigned to stay home with her child.

Smith, Lakeisha, Weinert Elementary, effective 7/6/2020

Ms. Smith, 5th Grade Teacher, has resigned to stay home with her children.

RATIONALE:

Strategic Priority 3: Create the conditions in Seguin to recruit, retain and engage employees.

REFERENCE and COMPLIANCE:

DC (LEGAL), DC (LOCAL), Employment Practices

BUDGET IMPACT/ INFORMATION:

None

PAPERWORK IMPACT:

This item will result in following-up communication with the employee

EXHIBITS:

Information Sheet

RESOURCE PERSONNE

Cynthia Moreno, Chief of Human Resource Officer

Submitted by:

(Signature)

(Name)

(Address)

(Telephone)



Date Submitted: 07/28/2020

Dr. Matthew Gutierrez, Superintendent

1221 E. Kingsbury St., Seguin, TX 78155

830- 401-8614