

Agenda of Regular Meeting

The Board of Trustees Seguin ISD

A Regular Meeting of the Board of Trustees of Seguin ISD will be held October 25, 2022, beginning at 6:30 PM in the Board Room, 1221 E Kingsbury, Seguin, TX 78155.

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
 - D. Board Member Reports
2. **Recognition/Campus Presentations**
 - A. Campus Highlight 4
 - B. Student/Staff/Board/Community Recognition 5
3. **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.
4. **Reports/Information Items:**
 - A. Submission of a Class Size Waiver to the Texas Education Agency 6
 - B. Bilingual Education Exception and English as a Second Language Waivers 8
 - C. Seguin ISD 2021-2022 Bilingual/English as a Second Language (ESL) Program Evaluation and Texas English Language Proficiency Assessment (TELPAS) Results 9
 - D. Secondary Monthly Report 28
 - E. Seguin ISD Strategic Plan 2025 Monthly Update 29
 - F. Report Board of Trustees Continuing Education Hours 56
5. **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).
- 6. **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).
- 7. **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 Amended Board Minutes of Regular Meeting - August 23, 2022 and Approval of Board Minutes of Regular Meeting - September 27, 2022. 59
 - B. Approval of Tax Collection Reports for September 2022 73
 - C. Approval of Proposed Budget Amendments & Financial Statements for August 2022 74
 - D. Approval of Proposed Budget Amendments & Financial Statements for September 2022 82
 - E. Approval of Donations Received September 2022 90
 - F. Approval of Investment Report for the First Quarter Ended September 30, 2022 92
 - G. Approval of District-Wide Facilities Maintenance, Electrical Equipment, Parts, And Services (RFP #: 21-04) 97
 - H. Information Regarding Purchases Through the Allied States Purchasing Cooperative for a total cost of \$268,496 99
 - I. Information Regarding Purchases Through the DIR Purchasing Cooperative for a total cost of \$87,048 100
 - J. Information Regarding Purchases Through the Pace Purchasing Cooperative for a total cost of \$107,730 101
 - K. Information Regarding the Contract Between Seguin ISD and The Career Academy of Training for Nursing Aide and Phlebotomy Training Services in the Amount of \$52,000 102
 - L. Information Regarding the Contract Between Seguin ISD and Perdue Brandon Fielder Collins & Mott, LLP for Property Value Appeal and Audit Services in the Amount of \$75,674 103

M. Information Regarding the Contract Between Seguin ISD and TANGRAM REHABILITATION NETWORK, INC. for Services Provided by ResCare Premier at Texas Hill Country School for the amount of \$426,000	104
N. Personnel Information - Professional Employees	105
O. Acknowledge Public Information Act Requests September-October, 2022	106
8. Action Items	
A. First Reading for Consideration or Approval of Local District Update (LDU) - FFAC	108
B. Consideration and Approval of the District and Campus Performance Objectives for the 2022-2023 School Year	111
C. Approval of a General State Certificate Teacher Waiver to the Texas Education Agency	112
D. Approval of Campus Website Maintenance Stipend	113
E. Discussion and Possible Action Find No Good Cause Exists for Educator Resignation	114
9. Board Comments and Request	
10. Adjourn	

RECOGNITION ITEM: **Campus Highlight**

RECOMMENDATION: That the Board of Trustees recognizes positive campus-based activities, initiatives and accomplishments during a board meeting setting in order to be apprised of the many activities that contribute to a nurturing, academic environment in Seguin ISD schools.

Tonight’s presentation is provided courtesy of McQueeney Elementary School. Principal Trisha Eckols will highlight after school clubs and how they expand student learning and give them access to skills and social opportunities they might not have otherwise.

RATIONALE: The purpose of this presentation is to recognize the performance and effort put forth daily by Seguin ISD students, staff and campus administrators. Campuses will have the opportunity to share an example of an activity that fosters academic achievement and refines instructional focus during 2022-23 regular board meetings.

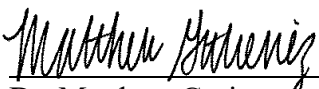
REFERENCE and COMPLIANCE: BJA (LOCAL) 1. h. Encourage, oversee, and participate in activities for recognition of student efforts and accomplishments.

PAPERWORK IMPACT: None

BUDGET IMPACT/ INFORMATION: None

EXHIBITS: None

RESOURCE PERSONNEL: Sean Hoffmann, Chief Communications Officer

Submitted by:  Date Submitted: 10/25/22
(Signature) _____
(Name) Dr. Matthew Gutierrez, Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614

RECOGNITION ITEM: **Student/Staff/Board/Community Recognition**

RECOMMENDATION: That the Board of Trustees recognizes positive student- and staff-based accomplishments, as well as those of community partners and trustees, during a board meeting setting in order to be apprised of the many successes that contribute to a nurturing, academic environment in Seguin ISD schools.

- **Superintendent’s Students of the Month from McQueeney ES, Briesemeister MS and Seguin High School**
- **Superintendent’s Apple Award**
- **2022 MASBA Awards**
 - Outstanding College Pathway Initiative
 - Outstanding Educator Support Initiative

RATIONALE: The purpose of this presentation is to recognize the performance and effort put forth daily by Seguin ISD students, trustees, staff, campus administrators and community partners.

REFERENCE and COMPLIANCE: BJA (LOCAL) 1. h. Encourage, oversee, and participate in activities for recognition of student efforts and accomplishments.

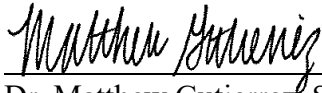
BJA (LOCAL) 2. m. Encourage, oversee, and participate in staff recognition and support activities.

PAPERWORK IMPACT: None

BUDGET IMPACT/ INFORMATION: None

EXHIBITS: None

RESOURCE PERSONNEL: Dr. Matthew Gutierrez, Superintendent
Sean Hoffmann, Chief Communications Officer

Submitted by:  Date Submitted: 10/25/22
(Signature) Dr. Matthew Gutierrez, Superintendent
(Name) 1221 E. Kingsbury St., Seguin, TX 78155
(Address) (830) 401-8614
(Telephone)

INFORMATION ITEM:

Submission of a Class Size Waiver to the Texas Education Agency

RECOMMENDATION:

That the Board of Trustees acknowledge the submission of a class size waiver to the Texas Education Agency for the 2022-2023 academic year.

RATIONALE:

Each semester, a school district must conduct a class size enrollment survey for kindergarten through grade 4. If the survey indicates that any class exceeds the allowable limit of 22:1, the district must submit a waiver request and a compliance plan to the Texas Education Agency (TEA).

Staffing vacancies has been a challenge since the 2020-2021 school year coupled with the increase in enrollment at various campuses, as a result of new housing developments. Our campuses have seen slight peaks in isolated grade levels at 4 campuses: Ball Early Childhood Center, McQueeney Elementary School, Koennecke Elementary School, and Vogel Elementary School. Individual class information is included in the corresponding exhibit.

REFERENCE and COMPLIANCE:

Priority 1: Improve student learning through improved instructional practice.

PAPERWORK IMPACT:

Paperwork for the waiver request has been filed and approved with the Texas Education Agency.

BUDGET IMPACT INFORMATION:

None

EXHIBITS:

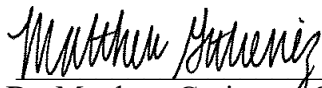
Information Sheet

RESOURCE PERSONNEL:

Cynthia J. Moreno, Chief Human Resource Officer

Submitted by:

(Signature)



Date Submitted: 10/25/22

(Name)

Dr. Matthew Gutierrez, Superintendent

(Address)

1221 E. Kingsbury St., Seguin, Texas 78155

(Telephone)

(830) 401-8614

Seguin Independent School District 2022-2023

Compliance Plan for K-5 elementary staffing:

Seguin Independent School District has requested a class size waiver for two pre- kindergarten classes, two second grade classes, four third grade classes, two fourth grade classes.

It is expected that the campuses will be in compliance with the 22:1 requirement for the 2023-2024 school year.

Campus	Teacher	Enrollment	Gr
Ball	Megan Brock	23	Pre K
	Amanda Peterson	25	Pre K
Koennecke	Nevada Hill	23	2nd
	Kaitlin Herbold	23	2nd
	Amanda Owens	23	3rd
McQueeney	Dorian Forrester	24	4th
	Brittanie Schwartz	23	4th
Vogel	Jessica Brown	24	3rd
	Cynthia Bentley	23	3rd
	Erin Martinez	23	3rd

INFORMATION ITEM:

Bilingual Education Exception and English as a Second Language Waivers

RECOMMENDATION:

To inform the Board of Trustees that due to the shortage of Bilingual educators in the state of Texas, TEA is allowing districts to request Bilingual Education Exceptions and English as a Second Language (ESL) waivers for the 2022-2023 academic year.

RATIONALE:

Increasing numbers of culturally diverse students in our district creates a corresponding need for well-prepared teachers who can communicate with students and identify with their cultures and/or native language. A school district who does not have the appropriately certified teachers to serve LEP (Limited English Proficient) students in accordance with TEC, §29.054, must apply to the Texas Education Agency (TEA) for a Bilingual Exception/ESL waiver. This application must be made each year there is a need for an exception or waiver. The Bilingual Exception/ESL waiver does not require board approval but does require that the superintendent submit the application to TEA.

Seguin ISD currently has sixty teachers serving Limited English Proficient Students. Of the sixty (60), thirty-two (32) meet the Texas State Board of Education - Certification regulations. (Twenty five (25) teachers will need ESL Waivers and 3 teachers will need Bilingual Exemptions.) Currently the state requires potential bilingual candidates to pass three exams: Bilingual EC-6 exam, the Pedagogy & Professional Responsibilities exam (PPR), and the Bilingual Target Language Proficiency Test (BTLPT). Potential English as a Second Language (ESL) teachers must pass the ESL supplemental certification test.

REFERENCE and COMPLIANCE:

DBA (LEGAL) Employment Requirements and Restrictions, Credentials and Records

PAPERWORK IMPACT:

None

BUDGET IMPACT INFORMATION:

None

EXHIBITS:

None

RESOURCE PERSONNEL:

Cynthia J. Moreno, Chief Human Resources Officer
Andrea Jaramillo, Deputy Chief of Learning and Innovation

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

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

Date Submitted: 10/25/22

INFORMATION ITEM: **Seguin ISD 2021-2022 Bilingual/English as a Second Language (ESL) Program Evaluation and Texas English Language Proficiency Assessment (TELPAS) Results**

RECOMMENDATION: That the Board of Trustees receive a report on the Seguin ISD 2021-2022 Bilingual/ESL Program Evaluation and TELPAS results.

RATIONALE: Pursuant to Texas Administrative Code (TAC) 89.1265, which requires districts to present annual reports of the educational performance and the academic progress in either language of the limited English proficient students, the Bilingual/English as a Second Language (ESL) Program Evaluation and the Texas English Language Proficiency Assessment (TELPAS) results for the school year 2021-2022 are presented.


REFERENCE and COMPLIANCE: EHBE (LEGAL) Special Programs; Bilingual Education/ESL

PAPERWORK IMPACT: None

BUDGET IMPACT INFORMATION: None

EXHIBITS: Bilingual/ESL Program Evaluation 2021-2022

RESOURCE PERSONNEL: Andrea Jaramillo, Deputy Chief of Innovation & Learning
Cynthia Lasseter, Multilingual Coordinator

Submitted by:  Date Submitted: 10/25/22
(Signature) _____
(Name) Dr. Matthew Gutierrez, Superintendent
(Address) 1221 E. Kingsbury St, Seguin, TX 78155
(Phone) (830) 401-8614



2021 - 2022 Bilingual/ESL Program Evaluation

November 2022 Board Meeting

Rationale & State Requirement for Program Evaluation

§89.1265 Evaluation

All school districts required to conduct a bilingual education or English as a second language (ESL) program shall conduct an annual evaluation in accordance with Texas Education Code (TEC), §29.053, collecting a full range of data to determine program effectiveness to ensure student academic success.

The annual evaluation report shall be presented to the board of trustees before November 1 of each year and the report shall be retained at the school district level in accordance with TEC, §29.062.

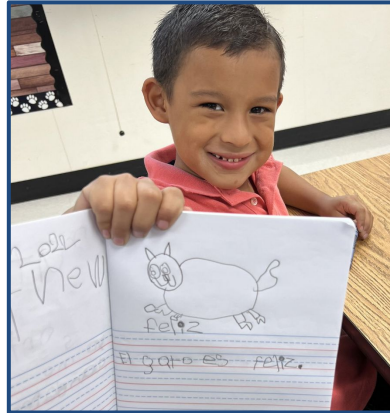
Elementary Programs

One Way Dual Language

Two Way Dual Language

Early Exit

ESL - Content Based



Campus	Grade Level	Program	Number of Students
Ball ECC	PK3 & PK4	1 Way	61
Patlan	K	2 Way	12 EBs, 12 Non EBs
	1, 2,3,4	1 Way	89
	5	Early Exit	14
Koennecke	K, 1, 2, 3	2 Way	84 EBs, 38 Non EBs
	4	1 Way	22
	5	Early Exit	22
Rodriguez	K, 1, 2, 3	2 Way	128 EBs, 36 Non EBs
	4	1 Way	32
	5	Early Exit	32

EB's - Emergent Bilinguals



ESL Elementary: Content Based

Campus	Grade Level	Els Served
Koennecke Elementary	K-5	6
Patlan Elementary	K-5	7
Rodriguez Elementary	K-5	4
Vogel Elementary	K-5	10
McQueeney Elementary	K-5	5
Weinert Elementary	K-5	8
Jefferson Elementary	K-5	2
Ball ECC	PK3-PK4	3



Secondary Programs



ESL Secondary: Pull Out



Campus	ELs Served
Barnes Middle School	75
AJB Middle School	96
Seguin High School	146
MBLC	3



English Language Learners- Elementary

Campus	Total Enrollment	EL Population	EL%	Recent Immigrant/Recent Arrivals
Ball ECC	345	58	16.81%	2
Koennecke	511	125	24.46%	8
Patlan	446	110	24.66%	8
Rodriguez	492	184	37.40%	9
Vogel	374	8	2.14%	0
Weinert	456	10	2.19%	0
Jefferson	380	2	0.53%	0
McQueeney	307	9	2.93%	1



Source: ODS - Fall Snapshot October 2021

English Language Learners- Secondary

Campus	Total Enrollment	EL Population	EL%	Recent Immigrant/Recent Arrivals
AJB MS	720	96	13.33%	1
Barnes MS	853	75	8.79%	4
Seguin HS	2065	146	7.07%	27
Mercer Blumberg Learning Center & Saegert DAS	65	3	4.62%	0
	44	3	6.82%	0

Enrollment/EL Enrollment/Exit History

School Year	District Enrollment	EL Enrollment	EL %	# of Exits	Exit %
2021-2022	7064	829	11.74%	22	2.7%
2020-2021	6899	802	11.62%	20	2.5%
2019-2020	7226	810	11.21%	29	3.5%
2018-2019	7366	731	9.92%	3	0.4%
2017-2018	7467	741	9.92%	47	7%

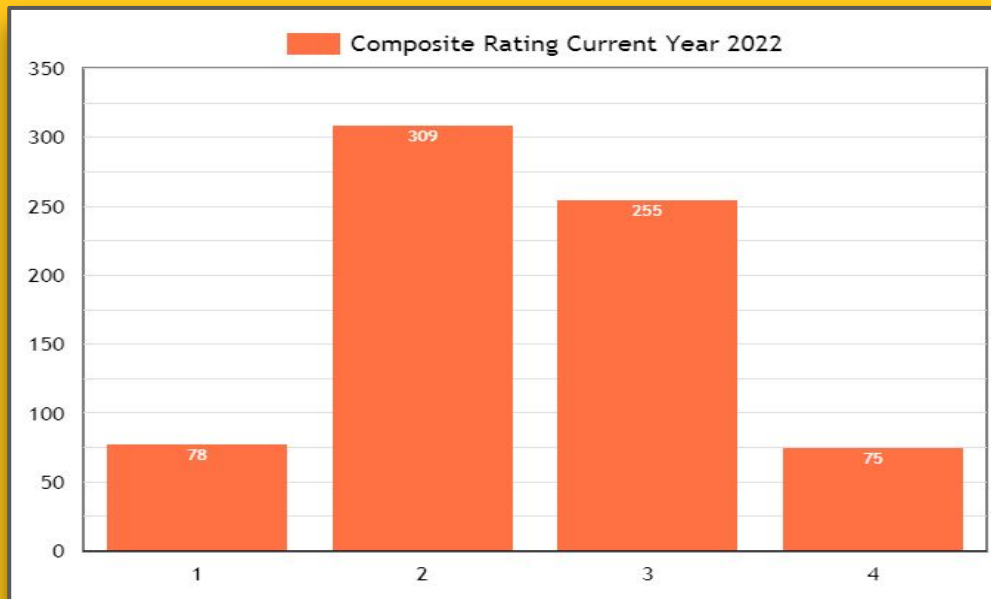
>>>>>>>>> Source: ODS - Fall Snapshot

Parent Denial, Monitor Yr. 1 & Monitor Yr. 2

School Year	Parental Denials	Monitor Yr. 1	Monitor Yr. 2
2021 - 2022	52	3	22
2020-2021	57	20	4
2019-2020	53	4	24
2018-2019	44	44	84
2017-2018	32	87	71

TELPAS 2021 - 2022

District Level



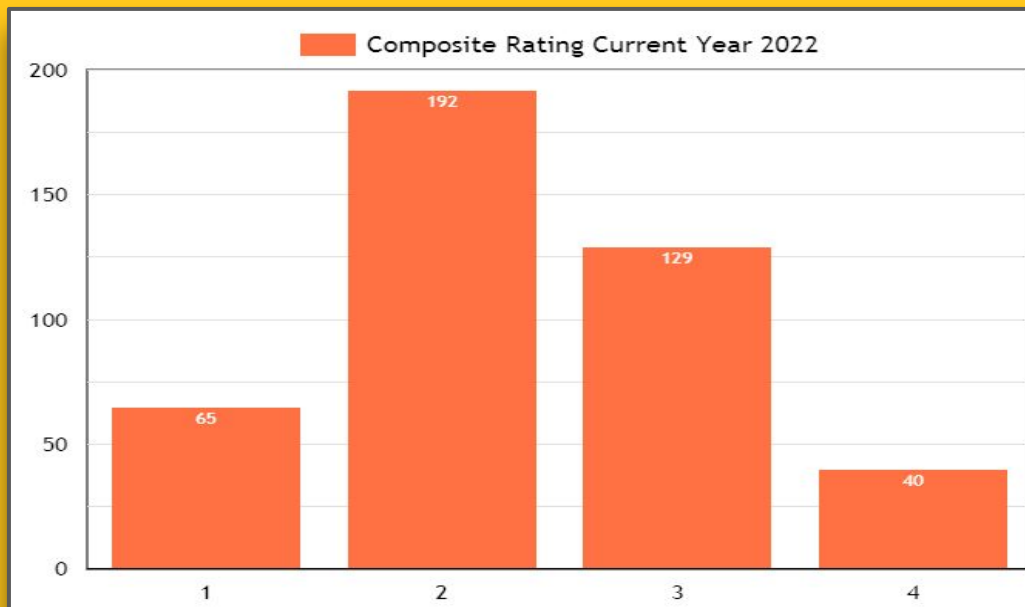
- 1- Beginning
- 2- Intermediate
- 3- Advanced
- 4- Advance High

English Language Proficiency

33%

TELPAS 2021 - 2022

Elementary Showcase

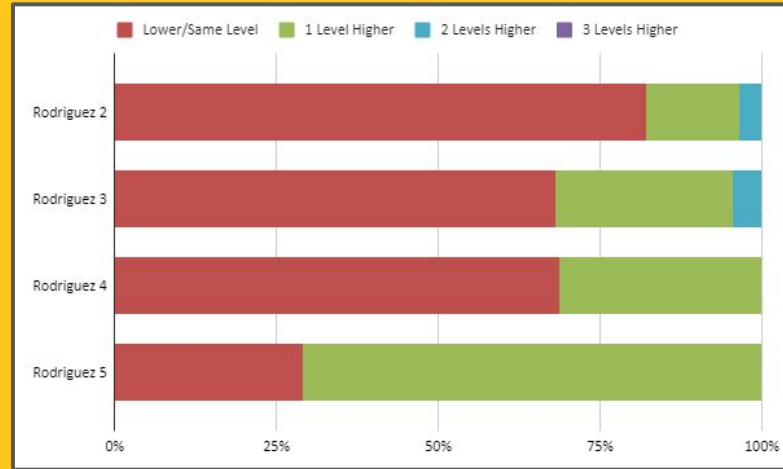
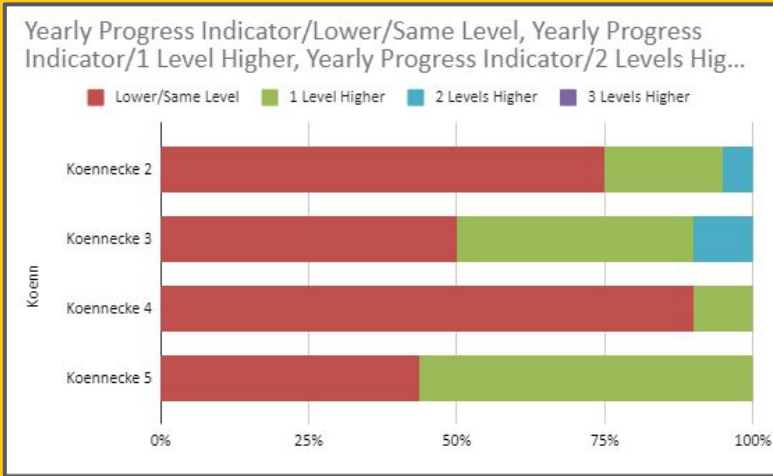


- 1- Beginning
- 2- Intermediate
- 3- Advanced
- 4- Advance High

English Language Proficiency

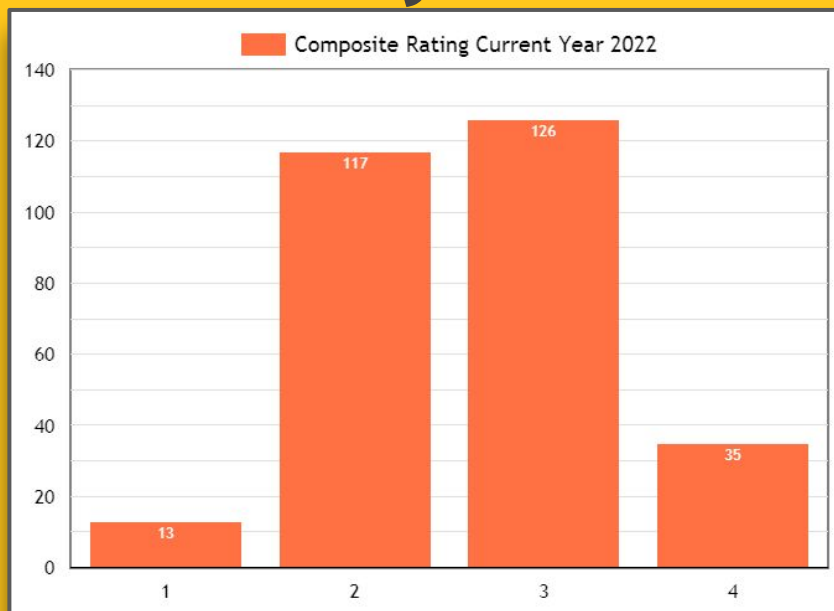
38%

Dual Language TELPAS Growth



TELPAS 2021 - 2022

Secondary Showcase



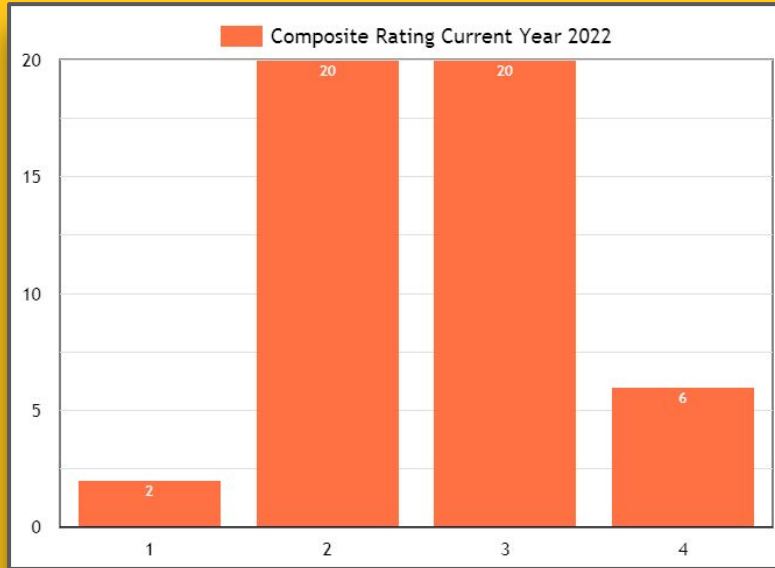
1- Beginning
2- Intermediate
3- Advanced
4- Advance High

English Language Proficiency

26%

Transition Years

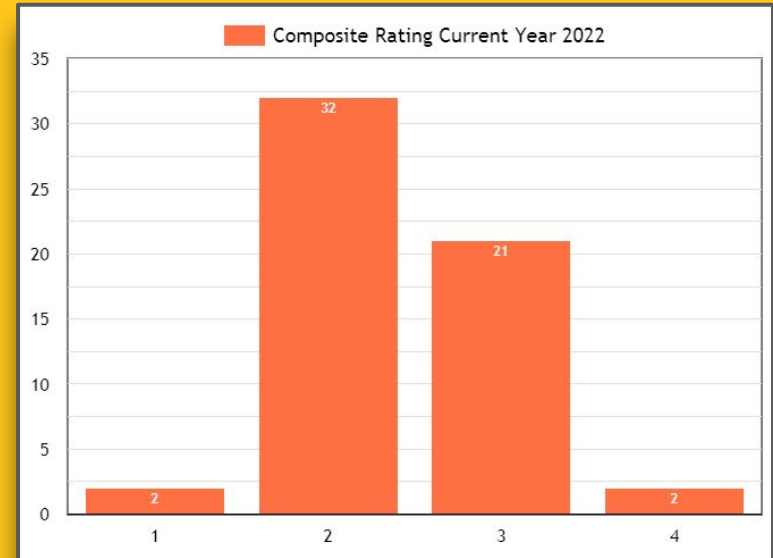
6th grade



English Language Proficiency

24%

9th grade



English Language Proficiency

13%



New Secondary Supports for 2022 - 2023

- **6th/7th grade** - specialized pacing using Wit and Wisdom that implements sheltered instruction strategies to allow time for a deep dive into vocabulary and provides opportunities for structured conversations.
- **9th/10th grade** - Hybrid course taught by an ESL certified teachers students participate in a variety of reading activities, structured conversations, deep dive into vocabulary and opportunities to develop fluency and comprehension.

Questions?



INFORMATION ITEM: **Secondary Monthly Report**

RECOMMENDATION: That the Board of Trustees receives an update regarding Briesemeister and Jim Barnes.

RATIONALE: The purpose of this report is to share information regarding the strong start, PBIS (Positive Behavior Intervention and Supports), laser-like focus on multiple data points, and additional campus information from campuses.


REFERENCE and COMPLIANCE: Strategic Priority #1 Creating and Supporting Future Students

PAPERWORK IMPACT: None

BUDGET IMPACT/ INFORMATION: None

EXHIBITS: None

RESOURCE PERSONNEL: Andrea Jaramillo, Deputy Chief of Innovation and Learning
Christine Perez, Director of School Leadership

Submitted by:  Date Submitted: 10/25/22
(Signature) Dr. Matthew Gutierrez, Superintendent
(Name) 1221 E. Kingsbury St., Seguin, TX 78155
(Address) (830) 401-8614
(Telephone)

INFORMATION ITEM: **Seguin ISD Strategic Plan 2025 Monthly Update**

RECOMMENDATION: That the Board of Trustees receives an update on implementation of Seguin ISD Strategic Plan 2025.

RATIONALE: In June 2022, the Board adopted a new long-term district Strategic Plan. In Summer 2022, work continued on developing district department and individual work plans to ensure the strategic actions outlined in the plan are carried out. Plans to communicate progress monthly to the Board will begin in September 2022.

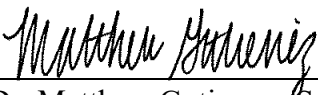
REFERENCE and COMPLIANCE: AE (LOCAL): Educational Philosophy and TEC §4.001, 4.002

PAPERWORK IMPACT: Updating of the 2022-2025 Seguin ISD Goals and Strategic Plan

BUDGET IMPACT/ INFORMATION: None

EXHIBITS: Presentation: Seguin ISD Strategic Plan 2025 Monthly Update

RESOURCE PERSONNEL: Dr. Matthew Gutierrez, Superintendent of Schools
Mark Cantú, Deputy Superintendent / Chief Innovation Officer

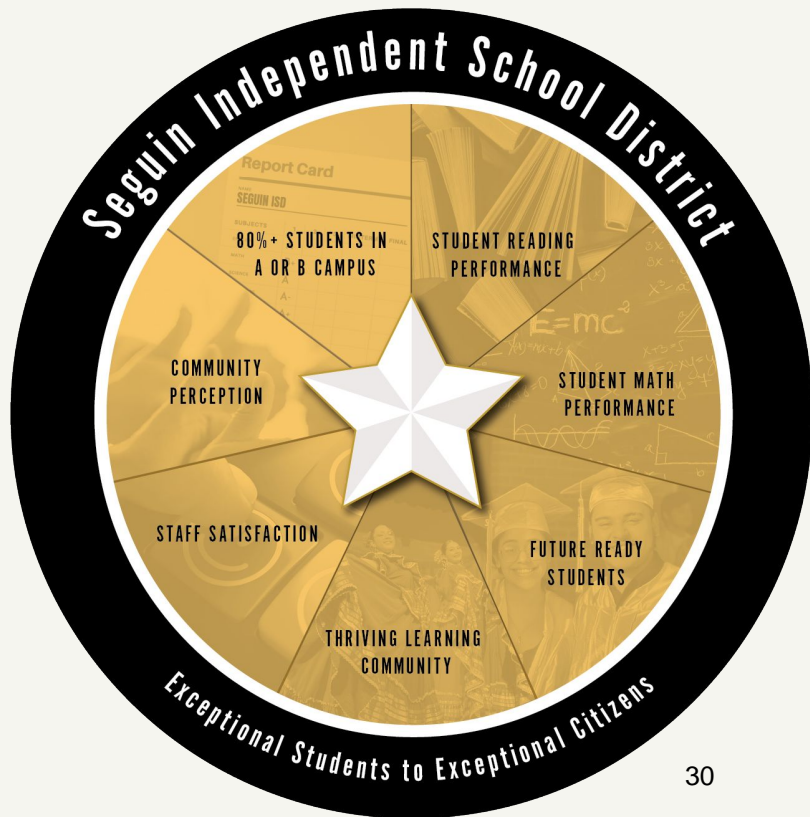
Submitted by:  Date Submitted: 10/25/22
(Signature) _____
(Name) Dr. Matthew Gutierrez, Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614



Seguin ISD Strategic Plan 2025 Monthly Update

October 25, 2022

Seguin ISD Board of Trustees



Strategic Priorities

1. Creating Future Ready Students

2. Supporting + Valuing Staff

3. Developing Relationships with Family + Community

4. Building a Thriving Learning Community

Seguin Independent School District

STRATEGIC GOALS



- 

Student Reading Performance
Increase the percentage of third grade students who score meets grade level or above on STAAR (State of Texas Assessment of Academic Readiness) Reading from 40% to 54% by August 2025.
- 

Student Math Performance
Increase the percentage of third grade students who score meets grade level or above on STAAR Mathematics from 35% to 49% by August 2025.
- 

Future Ready (College, Career, Military)
Increase the percentage of graduates who meet the College, Career, or Military Readiness (CCMR) requirements from 39% to 73% by August 2024.
- 

Thriving Learning Community
Seguin ISD will build a thriving learning community as indicated on a numerical score of 80 or higher on the balanced scorecard.
- 

Staff Satisfaction
Seguin ISD will improve staff satisfaction as determined by the Organizational Health Inventory (OHI).
- 

Community Perception
Seguin ISD will improve student, staff, parent, and community perception as determined by the Net Promoter score.
- 

80% Students in A or B campuses
80% or more of Sisd students will be enrolled in a campus that is rated A or B by August 2025.



Performance Objectives

30 total

Short-Term Measures

(12-18 months)



Strategic Actions

80 total

Align to performance objectives ³¹



Strategic Initiatives Dashboard At-A-Glance

Progress on 80 Strategic Actions (by Task Force) through September 2022

Equitable Student Experiences Task Force

Fall 2022 Strategic Initiative: Defining Seguin ISD's Pathways

	Status
4.3.1 Identify SISD's pathways to an exceptional future.	On Track
4.3.2 Identify existing programming (PK-12) that aligns to pathways	On Track
4.3.3 Identify and connect all students to pathways based on their interest(s), taking into consideration students' unique circumstances and backgrounds.	On Track
4.3.4 Develop district-wide plan for student goal setting practices, focusing on life goals (vs. academic goals)	Nearly Off Track

College, Career, Military Readiness (CCMR) Task Force

Fall 2022 Strategic Initiative: CCMR Support

	Status
3.1.1 Purposeful TSIA Intervention & Support at the high school	On Track
3.1.2 Ensure that SpEd students receive the same CCMR support and resources as Gen ed students	On Track
3.1.3 Mandatory TSIA prep in between testing sessions	On Track
3.1.7 Increase school-day PSAT & SAT participation	On Track
3.1.8 Provide ACT school-day testing opportunity	N/A
3.1.9 Provide PSAT, SAT and ACT Test Prep	On Track
3.1.11 Partner with Texas State University to provide college-prep support to 6-12 students.	On Track

Curriculum + Blended Learning Task Force

Fall 2022 Strategic Initiative: Launching Blended Learning

	Status
7.1.2 Ongoing PD and support for teachers and paras, students, and parents. Modeling the strategies that teachers and paras will use in the classroom.	On Track
7.1.3 Create a blended learning campus task force that involves all populations in the conversation such as dual language, SPED, 504, GT, etc.	N/A
7.1.4 Develop a dynamic lesson plan template that includes online and offline components of blended learning with input from all stakeholders	On Track

HR + Staff Culture Task Force

Fall 2022 Strategic Initiative: Ongoing Teacher Supports

	Status
5.1.1 Embed team building opportunities specific to campus need during the school day.	Off Track
5.1.2 Administer short and specific surveys twice yearly for staff feedback.	On Track
5.1.3 Every campus will send a representative to be a part of the district TCC.	On Track
5.2.1 Every teacher K-12 will be a part of a weekly campus/departmental PLC	On Track
5.2.2 Every teacher K-12 will be a part of a SUPER PLC or Faculty Meeting every month as part of job embedded PL/training.	Off Track
5.3.1 Every new teacher with less than 2 years of experience will be given a mentor, for the first two years of employment.	Complete
5.3.2 Critical areas will be provided a stipend for recruitment and retention.	On Track
5.3.5 Explore Whole Child Support opportunities during established PLCs.	Off Track

Community Engagement Task Force

Fall 2022 Strategic Initiative: Ongoing Community Engagement Events

	Status
6.1.1 Create strategic and meaningful family- and parent-friendly campus activities.	On Track
6.1.3 Increase opportunities to offer parental involvement partnerships to include professional learning.	On Track
6.2.1 Showcase student, staff, campus and district achievements through ever-evolving social media outlets.	On Track
6.2.3 Nurture relationships with local and regional media to market SISD's student-centered programs and initiatives.	On Track
6.3.1 Publicize the various communication platforms that are utilized by campuses and the district to share information.	On Track

Whole Child Task Force

Fall 2022 Strategic Initiative: Ongoing Whole Child Support

	Status
4.4.1 Define and promote an accessible definition and purpose of Whole Child learning in Seguin ISD (in relation to PBIS, and other places whole child is supported)	On Track
4.5.1 Research and implement a tool to collect baseline data on the belonging needs of students, families, and staff.	On Track
4.5.2 Create district-wide community engagement opportunities.	On Track
4.7.1 Convene a master schedule work group to ensure time is protected for Whole Child supports.	Nearly Off Track
4.7.3 Convene a staff Whole Child work group comprised of teachers to make recommendations to address staff concerns.	Nearly Off Track
4.7.4 Provide mental health resources and support at every campus.	On Track

School Safety + Discipline Task Force

Fall 2022 Strategic Initiative: Ongoing Attendance + Discipline Supports

	Status
4.8.1 Seguin ISD will develop, facilitate, and support strategies to increase student attendance and district and campus committees will identify students with attendance issues and incorporate early interventions.	On Track
4.8.2 Student Support Team will conduct monthly campus liaison meetings to support student attendance.	On Track
4.8.3 Maintain efficient and clear districtwide process regarding attendance.	On Track
4.9.1 Seguin ISD will implement a school wide discipline management program that aims to improve student behavior plus strengthen learner engagement through a strategic system of clearly defined expectations.	Nearly Off Track
4.9.2 Seguin ISD will provide training and additional support for teachers and administrators regarding diversity and disciplinary practices including resources and suggestions on alternative disciplinary practices (CHAMPS, ACHIEVE, Trust Based Relational Intervention or TBRI, Culturally Relevant Teaching, Restorative Practices, etc).	On Track
4.10.1 Seguin ISD will provide ongoing safety training and support.	On Track

Facilities Task Force

Fall 2022 Strategic Initiative: Ongoing Facilities Support

	Status
4.11.1 Upgrade security and life safety measures as resources allow.	On Track
4.11.2 Form a Bond/Facilities Committee to plan next steps to support the strategic plan.	On Track
4.11.5 Evaluate initial response time and completion data for facilities work orders.	On Track
4.12.3 Upgrade technology infrastructure to support learning.	On Track



Seguin ISD Strategic Plan 2025: Bright Spot

Strategic Actions Progress Highlights

Task Force: School Safety + Discipline

Chair: Nikki Bittings

Strategic Priority #4:
Creating a Thriving Learning Community

Goal #4

Seguin ISD will build a thriving learning community as indicated on a numerical score of 80 or higher on the balanced scorecard.



Performance Objective 4.8

By the end of the 2022-2023 school year, Seguin ISD will increase attendance from 92.65% to 93.0%.

Performance Objective 4.9

By the end of the 2022-2023 school year, Seguin ISD will decrease out of class placements (Suspension/DAEP) by 10%.



Strategic Actions

4.8.1 Seguin ISD will develop, facilitate, and support strategies to increase student attendance and district and campus committees will identify students with attendance issues and incorporate early interventions.

4.8.2 Student Support Team will conduct monthly campus liaison meetings to support student attendance.

4.8.3 Maintain efficient and clear districtwide process regarding attendance.

4.9.1. Seguin ISD will implement a school wide discipline management program that aims to improve student behavior plus strengthen learner engagement through a strategic system of clearly defined expectations.

4.9.2. Seguin ISD will provide training and additional support for teachers and administrators regarding diversity and disciplinary practices including resources and suggestions on alternative disciplinary practices (CHAMPS, ACHIEVE, Trust Based Relational Intervention or TBRI, Culturally Relevant Teaching, Restorative Practices, etc).



Bright Spot

All campuses are engaging in more proactive attendance awareness events (vs. waiting to intervene after attendance decreases).

Highlights

- SHS is using students to promote attendance, including a video posted to social media
- Weekly campus check-ins include standing agenda item to review attendance and behavior data
- Campus teams are more intentional with student suspensions and first considering alternative placements
- Vision Week 2022 Results: lack of safety is NOT a reason 6-12 students are missing school (*second lowest response*)



Sequin ISD Strategic Plan 2025: Area of Focus

Strategic Actions that Require Re-Focusing

Task Force: Human Resources/Staff Culture

Chair: Cindy Moreno

Strategic Priority #2: Supporting and Valuing Staff

Goal #5

Seguin ISD will improve staff satisfaction as determined by the Organizational Health Inventory (OHI).



Performance Objective 5.1:

By Spring of 2023, campus staff surveys will show an above average organizational health index score for all Seguin ISD campuses.

Performance Objective 5.2:

By Spring of 2023, each campus' Academic Emphasis index will show that their teachers very frequently believe that their students have the ability to achieve academically.

Performance Objective 5.3:

By Spring of 2023, teacher turnover will decrease by 10% across the district.



Strategic Actions

5.1.1. Embed team building opportunities specific to campus need during the school day.

5.1.2. Administer short and specific surveys twice yearly for staff feedback.

5.1.3. Every campus will send a representative to be a part of the district TCC.

5.2.1. Every teacher PK-12 will be a part of a weekly campus/departmental PLC

5.2.2. Every teacher PK-12 will be a part of a SUPER PLC or Faculty Meeting every month as part of job embedded PL/training.

5.3.1. Every new teacher with less than 2 years of experience will be given a mentor, for the first two years of employment.

5.3.2. Critical areas will be provided a stipend for recruitment and retention.

5.3.5. Explore Whole Child Support opportunities during established PLCs.



Area of Focus

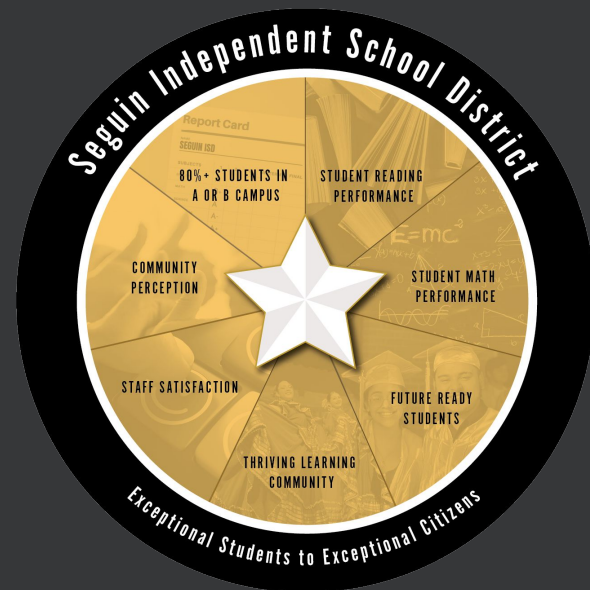
Ensuring task forces are collaborating around common strategic actions.

Problem Solving Actions

- Bellwether established collaborative work hours for task forces
- Intentionally calendaring time to work with various task forces to review actionable items
- Developing a more collective working culture through ongoing PL



Strategic Goals Quarterly Update: Seguin ISD Balanced Scorecard



Monitoring Progress: SISD Balanced Scorecard

Goal #4: Seguin ISD will build a thriving learning community as indicated on a numerical score of 80 or higher on the **balanced scorecard**.

What is included in a thriving learning community?

SISD Balanced Scorecard

(Goal 4 = 80 points)

Strategic Priorities	Scorecard Indicator	Indicator Performance Levels	Points Per Indicator
<p>1. Creating and Supporting Future Ready Students</p> <p>50 points</p>	<p>Participation in Extracurricular and Co-curricular</p> <p>Performance Objective 4.1</p>	<p>15 points: 100% - 50% participation in at least one activity</p> <p>10 points: 49% - 30% participation</p> <p>5 points: 29% - 25% participation</p> <p>0 points: 24% - 0% participation</p>	15
	<p>Number of Community Engagement Opportunities (Community = outside of Seguin ISD)</p> <p>Performance Objective 4.5</p>	<p>5 points: 5 or more opportunities</p> <p>0 points: 4 or fewer opportunities</p>	5
	<p>Family/Parent Events</p>	<p>10 points: At least one event per month</p> <p>5 points: At least three events each semester</p> <p>0 points: At least one event each semester</p>	10
	<p>Annual engagement in "Pathways to Exceptional Future" planning</p> <p>Performance Objective 4.3</p>	<p>20 points: 100%-95%</p> <p>15 points: 94%-90%</p> <p>10 points: 89% - 80%</p> <p>5 points: 79% - 70%</p> <p>0 points: 69% - 0%</p>	49 20

SISD Balanced Scorecard

(Goal 4 = 80 points)

Strategic Priorities	Scorecard Indicator	Indicator Performance Levels	Points Per Indicator
4. Creating a Thriving Learning Community 50 points	Percent growth EOY Attendance from previous year EOY Performance Objective 4.8	20 points: 5%+ increase OR 95% or higher rate 15 points: 3.0% - 4.9% increase OR 93% - 94.9% 10 points: 2.9% - 1.0% increase 5 points: 0.9% - 0% increase 0 points: any decrease	20
	Decrease out of class placements (Out of School Suspension/DAEP) Performance Objective 4.9	20 points: 10%+ decrease OR zero out of class placements 15 points: 9.9% - 5% decrease 10 points: 4.9% - 0.1% decrease 5 points: no change - maintain number of out of class placements 0 points: any increase	20
	Fiscal Responsibility	10 points: FIRST Rating: A-Superior 90-100 5 points: FIRST Rating: B-Above Standard 80-89 0 points: FIRST Rating: C or lower	50 10

SISD Balanced Scorecard

(Goal 4 = 80 points)

Strategic Priorities	Scorecard Indicator	Indicator Performance Levels	21-22 Indicator Score	21-22 Points Per Indicator
<p>1. Creating and Supporting Future Ready Students</p> <p>50 points</p>	<p>Participation in Extracurricular and Co-curricular</p> <p>Performance Objective 4.1</p>	<p>15 points: 100% - 50% participation in at least one activity 10 points: 49% - 30% participation 5 points: 29% - 25% participation 0 points: 24% - 0% participation</p>	<p>89%</p> <p>6-12 grade students report at least one activity</p>	<p>15</p>
	<p>Number of Community Engagement Opportunities (Community = outside of Seguin ISD)</p> <p>Performance Objective 4.5</p>	<p>5 points: 5 or more opportunities 0 points: 4 or fewer opportunities</p>	<p>27 events</p>	<p>5</p>
	<p>Family/Parent Events</p>	<p>10 points: At least one event per month 5 points: At least three events each semester 0 points: At least one event each semester</p>	<p>At least 1 event each month</p>	<p>10</p>
	<p>Annual engagement in "Pathways to Exceptional Future" planning</p> <p>Performance Objective 4.3</p>	<p>20 points: 100% - 95% 15 points: 94% - 90% 10 points: 89% - 80% 5 points: 79% - 70% 0 points: 69% - 0%</p>	<p>NA</p>	<p>NA* 51 not implemented 21-22</p>

SISD Balanced Scorecard

(Goal 4 = 80 points)

Strategic Priorities	Scorecard Indicator	Indicator Performance Levels	21-22 Indicator Score	21-22 Points Per Indicator
<p>4. Creating a Thriving Learning Community</p> <p>50 points</p>	<p>Percent growth EOY Attendance from previous year EOY</p> <p>Performance Objective 4.8</p>	<p>20 points: 5%+ increase OR 95% or higher rate 15 points: 3.0% - 4.9% increase OR 93% - 94.9% 10 points: 2.9% - 1.0% increase 5 points: 0.9% - 0% increase 0 points: any decrease</p>	<p>20-21 - 93%</p> <p>21-22 - 90%</p> <p>3% decrease</p>	<p>0</p>
	<p>Decrease out of class placements (Out of School Suspension/DAEP)</p> <p>Performance Objective 4.9</p>	<p>20 points: 10%+ decrease OR zero out of class placements 15 points: 9.9%- 5% decrease 10 points: 4.9% - 0.1% decrease 5 points: no change - maintain number of out of class placements 0 points: any increase</p>	<p>SY20-21 420</p> <p>SY21-22 931 total</p> <p>121.6% increase</p>	<p>0</p>
	<p>Fiscal Responsibility</p>	<p>10 points: FIRST Rating: A-Superior 90-100 5 points: FIRST Rating: B-Above Standard 80-89 0 points: FIRST Rating: C or lower</p>	<p>A (92) - Superior Rating 08/04/21</p>	<p>52 10</p>

SISD Balanced Scorecard

Strategic Priority	2021-2022 Total Points Earned
1. Creating and Supporting Future Ready Students	<p>30 out of 30* (50)</p> <p><i>*NOTE: One indicator not implemented 21-22</i></p>
4. Creating a Thriving Learning Community	<p>10 out of 50</p>
<p>Total Points</p> <p><i>Goal 4 = 80 points</i></p>	<p>40 out of 80* (100)</p>

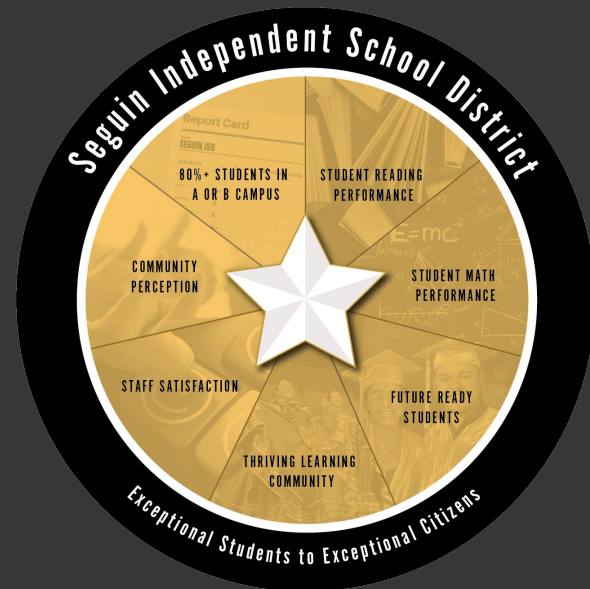
SISD Balanced Scorecard: Next Steps

Action Step	Completion Timeline
Share SISD Balanced Scorecard with Board of Trustees	October 2022
Share SISD Balanced Scorecard with LLI Team	October 2022
Share SISD Balanced Scorecard with Campus Principals	October 2022
Develop Campus Balanced Scorecard Framework for 2023-2024 SY	December 2022
Share Campus Balanced Scorecard Framework for 2023-2024 SY with Campus Principals	December 2022

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November Meeting: Dashboard Update, Bright Spot, Area of Focus



INFORMATION ITEM:

Report Board of Trustees Continuing Education Hours

RECOMMENDATION:

That the Board President announces the continuing education hours for the Seguin ISD Board of Trustees.

RATIONALE:

In accordance with HB 2563 and Texas Education Code, Section 11.159(b), each school board must reflect in the official minutes of the meeting held before an election of trustees whether each board member has met or is deficient in meeting training requirements for the trustee as of the first anniversary of the date of the trustee's election or appointment. If the minutes reflect that a trustee is deficient, the district shall post the minutes on the district's Internet website within 10 business days of the meeting and maintain the posting until the trustee meets the requirements.

On June 13, 2018, the State Board of Education adopted amendments to its rule on continuing education for school board members (19 TAC §61.1). The amendment requires the board President to announce continuing education hours at the last regular board meeting before an election of trustees.

During the 2019 Legislative Session, House Bill 403 was passed. House Bill 403 requires all trustees to complete continuing education on identifying and reporting potential victims of sexual abuse, human trafficking, and other maltreatment of children every two years. All newly elected or appointed board members must complete the training within their first 120 days. During the 2019 Legislative Session, House Bill 3834 was also passed which requires all trustees to complete continuing education on District Cybersecurity every year before June 14th of that year.

Tier One (Orientation): All newly elected or appointed board members must receive a local orientation of their district and must also receive an orientation to the Texas Education Code. *Experienced* board members must receive an update to the Texas Education Code after each legislative session.

Tier Two (Teambuilding): Each year, all members of the board and the superintendent must participate, as a group, in a teambuilding session intended to enhance the team's effectiveness.

Tier Three (Discretionary Continuing Education): *First-year* board members must receive at least 10 hours of additional continuing education. *Experienced* board members must receive at least five hours of additional continuing education each year.

Tier Four (Evaluating and Improving Student Outcomes): During the 2017 Legislative Session, Senate Bill 1566 was passed. Senate Bill 1566 introduced a new required training for trustees of at least three hours on evaluating student academic performance

and the oversight role of the board. State law requires all board members who were serving as of September 1, 2017 to complete this training before September 1, 2018. All newly elected or appointed board members must complete the training within their first 120 days. Then all board members will need to complete this training every two years.

REFERENCE
and COMPLIANCE:

BBD (LEGAL) Board Members, Training and Orientation

PAPERWORK IMPACT:

Routine paperwork and bookkeeping

**BUDGET IMPACT/
INFORMATION:**

None

EXHIBITS:

Chart of School Board Continuing Education Hours Completed

**RESOURCE
PERSONNEL:**

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

Submitted by: Matthew Gutierrez Date Submitted: 10/25/22
(Signature) _____
(Name) Dr. Matthew Gutierrez, Superintendent
(Address) 1221 E. Kingsbury St., Seguin, Texas 78155
(Telephone) (830) 401-8614

Seguin ISD School Board Continuing Education Record

Date Last Updated: October 2022

Name	Tier One		Tier Two	Tier Three	Tier Four	Cybersecurity	Child Abuse Prevention	School Safety SBOE	Open Meetings	Public Information Act	Status
	Local Orientation*	Education Code Orientation or Legislative Update	Team-Building	Continuing Education in Assessed Needs	Evaluating & Improving Student Outcomes**	Required of All Elected Public Officials	Required of All Elected Public Officials****	Required of All Elected Public Officials****	Required of All Elected Public Officials*	Required of All Elected Public *Officials**	C = Completed Hours D = Deficient Hours E = Exceeded Hours
Carl Jenkins District 1	12/09/16	02/06/17 09/13/17 09/21/19 10/05/21	11/11/20 03/03/21 08/17/22 09/15/22	24.00	07/30/18 04/20/20 03/03/21 06/18/22	04/19/20 04/14/21 05/11/22	04/19/20 04/14/21 07/02/21 09/23/22	08/03/22	01/14/17	12/09/16	Exceeded
Alejandro Guerra District 2	12/07/18	12/06/18 09/21/19 02/20/20 10/05/21	11/11/20 03/03/21 08/17/22 09/15/22	38.00	01/24/19 03/03/21	04/06/20 03/22/21 05/18/22	05/14/20 11/06/20 05/04/22	06/09/22	01/03/19	01/19/19	Exceeded
Cinde Thomas-Jimenez District 3	12/09/16	02/06/17 09/13/17 10/14/19 10/05/21	11/11/20 03/03/21 08/17/22 09/15/22	22.75	06/15/18 04/04/20 03/03/21	04/12/20 03/24/21 04/05/22	04/19/20 05/03/22	06/20/22	01/17/17	01/29/17	Exceeded
Linda Duncan District 4	12/14/18	01/17/19 09/21/19 10/05/21	11/11/20 03/03/21 08/17/22 09/15/22	27.75	01/28/19 03/03/21 06/18/22	04/27/20 04/13/21 05/04/22	05/14/20 05/04/22	07/17/22	01/22/19	01/22/19	Exceeded
Denise Crettenden District 5	12/14/18	01/17/19 09/21/19 10/05/21	11/11/20 03/03/21 08/17/22 09/15/22	22.00	03/15/19 03/03/21	06/01/20 03/30/21 05/25/22	05/14/20 05/11/22	06/30/22	01/30/19	01/29/19	Exceeded
Ben Amador District 6	12/09/16	02/06/17 09/13/17 08/21/19 10/05/21	11/11/20 03/03/21 08/17/22 09/15/22	5.75	06/14/18 04/15/20 03/03/21	05/13/20 02/26/21 04/25/22	05/14/20 04/23/22	06/03/22	01/14/17	02/06/17	Exceeded
Glenda Moreno District 7	12/07/18	12/06/18 09/21/19 10/05/21	11/11/20 03/03/21 08/17/22 09/15/22	19.00	01/28/19 03/03/21	04/13/20 03/26/21 05/24/22	04/13/20 11/06/20 05/04/22	06/09/22	01/14/19	01/12/19	Exceeded

*Applicable for first year board members only

** Boards may delegate this training to the district's public information coordinator.

*** Board training required every two years

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, August 23, 2022, 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: Nikki Bittings, Chief Student Services Officer; Mark Cantu, Deputy Superintendent and Chief Innovation Officer; Steve Gonzalez, Chief Technology Officer; Anthony Hillberg, Chief Financial Officer; Sean Hoffmann, Chief Communications Officer; Andrea Jaramillo, Deputy Chief of Innovation and Learning; Cindy Moreno, Chief of Human Resources; Linda Guzman, A.J. Briesemeister Middle School Principal; Jason Schmidt, Jim Barnes Middle School Principal; Nancy Ramirez, Superintendent Secretary and media.

1. Call to Order

A. Mrs. Thomas-Jimenez called the meeting to order at 6:30 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. Guerra, followed by a moment of silence.

C. Superintendent Announcements:

Dr. Gutierrez provided the board and community with highlights, upcoming key dates and event information since the last board meeting, which included recognizing staff and student achievements and successes from across the district. Dr. Gutierrez shared there was a smooth back to school transition and invited the community to the Town Hall scheduled for Wednesday.

D. Board Member Reports:

The Board provided updates and information on recent activities, meetings, conferences, and school events they have participated in or attended.

2. Recognition/Campus Presentations

A. Student/Staff/Board/Community Recognition

The Board of Trustees recognized the following staff for his outstanding accomplishments:

- **Kaden Legore, UIL Outstanding Performer at the 2022 Texas State Solo-Ensemble Music Theory Solo Contest**

The Board recognized senior Kaden Legore for being UIL outstanding performer at the 2022 Texas State Solo-Ensemble Music Theory Solo Contest.

- **A and B campuses based on 2022 State Accountability Rating**

The Board recognized the following campuses.

Maintained a B: Koennecke (Principal Leslie Mahaffey)

Maintained a B: McQueeney (Principal Trisha Eckols)

Distinction: Growth

C to B: Jefferson (Principal Valerie Gunter)

Distinction: Science

D to B: Patlan (Principal Annaliza Rangel, former Principal Linda Guzman)

Distinction: Science and Post Secondary

D to B: Rodriguez (Principal Yolanda Grijalva)

Distinction: Growth

C to A: Mercer-Blumberg Learning Center (Principal Jay Law)

3. Audience with the Board

No one signed up to address the Board.

4. Reports/Information Items:

A. Seguin ISD Strategic Plan 2025 Communication Plan

The Board of Trustees received an update on the plan to communicate progress on the Seguin ISD Strategic Plan 2025. In June 2022, the Board adopted a new long-term district Strategic Plan. In Summer 2022, work continued on developing district department and individual work plans to ensure the strategic actions outlined in the plan are carried out. Plans to communicate progress to various audiences, including the Board and community, will begin in August 2022.

B. Middle School Monthly Report

The Board of Trustees received an update regarding both middle schools, Briesemeister and Jim Barnes. The purpose of this report is to share information regarding the strong start, PBIS (Positive Behavior Intervention and Supports) and additional campus information from both campuses.

5. Closed Meeting –The Board did not go into closed session.

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).

6. Reconvene to Open Meeting

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

The Board did not take action.

7. Consent Agenda Items – Consider and Possible Approval:

A. Approval of Board Minutes for:

Board Workshop, July 19, 2022

Regular Meeting, July 26, 2022

Special Meeting, August 4, 2022

B. Approval of Tax Collection Reports for June 2022

The Board of Trustees approved the Guadalupe County Tax Office Monthly Recap from Daryl John, Guadalupe County Tax Assessor-Collector for June 2022. 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 District-Wide Facilities Maintenance, Electrical Equipment, Parts, and

Services (RFP #:21-04)

The Board of Trustees approved to contract with each of the recommended respondents, as reflected in the exhibit, for Facilities Maintenance, Electrical Equipment, Parts, and Services. A Request for Proposals (RFP#: 21-04) was issued on August 7, 2020 for Facilities Maintenance, Electrical Equipment, Parts, and Services. The bid was competitively solicited in compliance with Board Policy. Of the one responses received, all met the RFP requirements. With approval from the Board of Trustees, the following respondents will be added to the list of approved vendors for this RFP: American Abatement, LLC. The list of previously approved vendors is available on the Bids page of the District website. All approved vendors will continue to qualify under this RFP for the remaining contract term, which will end on June 30, 2023.

D. Approval of District-Wide Special Education Services (RFP #: 21-05)

The Board of Trustees approved to contract with each of the recommended respondents, as reflected in the exhibit, for Special Education Services. A Request for Proposals (RFP#: 21-05) was issued on August 7, 2020 for Special Education Services. The bid was competitively solicited in compliance with Board Policy. Of the one responses received, all met the RFP requirements. With approval from the Board of Trustees, the following respondents will be added to the list of approved vendors for this RFP: Jackson Wiggins. The list of previously approved vendors is available on the Bids page of the District website. All approved vendors will continue to qualify under this RFP for the remaining contract term, which will end on June 30, 2023.

E. First Reading for Consideration or Approval of the Texas Association of School Boards (TASB) Policy Update 119, Affecting LEGAL and LOCAL Policies

The Board of Trustees reviewed and approved the updated (LEGAL) policies and replace, delete, or add (LOCAL) policies as recommended by TASB Policy Service and according to the Instruction Sheet for TASB Localized Policy Manual Update 119. Update 119 includes policy recommendations to address the remainder of the legislative changes from the 87th Legislature, Regular Session; other revisions resulting from legislation enacted during the special sessions; and revisions based on updates to the Texas Administrative Code. Recommended changes to local policies address the following topics: Records management; required staff development; required instruction; Gifted and talent students; Graduation; Trauma-informed care; and Freedom from discrimination, harassment, and retaliation. The update includes fifty-one (51) LEGAL policies, and nine (9) LOCAL policies.

REPLACE:

AIB(LEGAL) – Accountability: Performance Reporting

BBB(LEGAL) – Board Members: Elections

BBBA(LEGAL) – Elections: Conducting Elections

BBE(LEGAL) – Board Members: Authority

BBG(LEGAL) – Board Members: Compensation and Expenses

BBI(LEGAL) – Board Members: Technology Resources and Electronic Communications

BDAA(LEGAL) – Officers and Officials: Duties and Requirements of Board Officers

BDB(LEGAL) – Board Internal Organization: Internal Committees

BE(LEGAL) – Board Meetings

BQ(LEGAL) – Planning and Decision-Making Process

CCGA(LEGAL) – Ad Valorem Taxes: Exemptions and Payments

CDB(LEGAL) – Other Revenues: Sale, Lease, or Exchange of School-Owned Property

CDC(LEGAL) – Other Revenues: Gifts and Solicitations

CH(LEGAL) – Purchasing and Acquisition

CI(LEGAL) – School Properties Disposal

CPC(LEGAL) – Office Management: Records Management

CPC(LOCAL) – Office Management: Records Management

REPLACE (con'td):

CQA(LEGAL) – Technology Resources: District, Campus, and Classroom Websites
CRD(LEGAL) – Insurance and Annuities Management: Health and Life Insurance
CS(LEGAL) – Facility Standards
CV(LEGAL) – Facilities Construction
DC(LEGAL) – Employment Practices
DEAA(LEGAL) – Compensation and Benefits: Incentives and Stipends
DECBB(LEGAL) – Compensations and Benefits: Military Leave
DFE(LEGAL) – Termination of Employment: Resignation
DHC(LEGAL) – Employee Standards of Conduct: Reports to Texas Education Agency
DMA(LEGAL) – Professional Development: Required Staff Development
DP(LEGAL) – Personnel Positions
E(LEGAL) – Instructions
EF(LEGAL) – Instructional Resources
EHAA(LEGAL) – Basic Instructional Program: Required Instruction (All Levels)
EHAA(LOCAL) – Basic Instructional Program: Required Instruction (All Levels)
EHBAA (LEGAL) – Special Education: Identification, Evaluation, and Eligibility
EHBAB (LEGAL) – Special Education: ARD Committee and Individualized Education Program
EHBAC (LEGAL) – Special Education: Students in Nondistrict Placement
EHBB(LOCAL) – Special Programs: Gifted and Talented Students
EHBC(LEGAL) – Special Programs: Compensatory/Accelerated Services
EHDE(LEGAL) – Alternative Methods for Earning Credit: Distance Learning
EIF(LEGAL) – Academic Achievement: Graduation
EIF(LOCAL) – Academic Achievement: Graduation
EKB(LEGAL) – Testing Programs: State Assessment
EMB(LEGAL) – Miscellaneous Instructional Policies: Teaching About Controversial Issues
FEC(LEGAL) – Attendance: Attendance for Credit
FFBA(LOCAL) – Crisis Intervention: Trauma-Informed Care
FFG(LEGAL) – Student Welfare: Child Abuse and Neglect
FFH(LEGAL) – Student Welfare: Freedom from Discrimination, Harassment, and Retaliation
FFH(LOCAL) – Student Welfare: Freedom from Discrimination, Harassment, and Retaliation
FM(LEGAL) – Student Activities
FNA(LEGAL) – Student Rights and Responsibilities: Student Expression
FOC(LEGAL) – Student Discipline: Placement in a Disciplinary Alternative Education Setting
FOCA(LEGAL) – Placement in a Disciplinary Alternative Education Setting: Disciplinary Alternative
Education Program Operations
FOF(LEGAL) – Student Discipline: Students with Disabilities
GKA(LEGAL) – Community Relations: Conduct on School Premises
GKD(LEGAL) – Community Relations: Nonschool Use of School Facilities

ADD

DMA(LOCAL) – Professional Development: Required Staff Development
EHB(LOCAL) – Curriculum Design: Special Programs
EHBAA (LOCAL) – Special Education: Identification, Evaluation, and Eligibility
EHDF(LEGAL) – Alternative Methods for Earning Credit: Local Remote Learning Program

F. Extra-Curricular Activity Listing for 2022-2023

The Board of Trustees approved the list of organizations in which student participation during the school day will result in an excused absence. Each local Board of Trustees must approve the organizations for which participation in activities sponsored by these organizations would result in 62

an excused absence, in accordance with Board-approved provisions for extra-curricular absences. If the Board chooses not to recognize an organization on the list, students would not be entitled to excused absences for participation in the organization's activities. Such an organization, in turn, would not be expected to enforce the "no pass – no play" rule.

G. County Extension Agents as Adjunct Staff Members

The Board of Trustees approved the following Guadalupe County Extension Agents as adjunct staff members of the Seguin I.S.D.: Travis Franke, Jeff Hanselka, and Matthew Miranda. In previous years, the Board of Trustees has approved the County Extension Agents to serve as adjunct District staff members. Extension Service regulations require annual approval of their members to serve as adjunct staff members; thus, once again approval is being requested.

H. 2022-2023 Student Code of Conduct

The Board of Trustees approved the revisions to the Student Code of Conduct for the 2022 - 2023 school year. Administrative staff along with the District Educational Improvement Council (DEIC), as presented on August 8, 2022, recommends no changes from 2021-2022 school year.

I. Information Regarding Purchases Through the 2013 Purchasing Cooperative for a total cost of \$83,200

The Board of Trustees received information regarding the purchases through the 2013 Purchasing Cooperative reference #: 17002 IStation Instructional Supplies and Services at a cost of \$83,220.

J. Information Regarding Purchases Through the Allied States Purchasing Cooperative for a total cost of \$52,813

The Board of Trustees received information regarding the purchases through the Allied States Purchasing Cooperative reference #: 17-7247 Frontline Education Student and Finance Systems at a cost of \$52,813.

K. Information Regarding Purchases Through the BuyBoard Purchasing Cooperative for a total cost of \$125,125

The Board of Trustees received information regarding the purchases through the BuyBoard Purchasing Cooperative: Imagine Learning, LLC: Reference #653-21 Instructional Materials and Classroom Teaching Supplies and Equipment; Renaissance Learning: Reference #661-22 Technology Equipment, Products, Services, and Software at a total cost \$125,125.

L. Information Regarding Purchases Through the Choice Partners Purchasing Cooperative for a total cost of \$175,000

The Board of Trustees received information regarding the purchases through the Choice Partners Purchasing Cooperative reference #: 19/028KC-02 MSB Consulting Group Medicaid Claiming & Billing Services at a cost of \$175,000.

M. Information Regarding Purchases Through the DIR Purchasing Cooperative for a total cost of \$159,786

The Board of Trustees received information regarding the purchases through the DIR Purchasing Cooperative reference #: DIR-CPO-4426 Toshiba Business Solutions Hardware and Related Services for Copiers, Printers, Scanners, and Document Management at a cost of \$159,786.

N. Information Regarding Purchases Through the Pace Purchasing Cooperative for a total cost of \$83,251

The Board of Trustees received information regarding the purchases through the Pace Purchasing Cooperative reference #: P00185 CDW LLC Computer Hardware, Software, Services and Supplies at a cost of \$83,251.

O. Information Regarding Purchases Through the Sourcewell Purchasing Cooperative for a total cost of \$131,977

The Board of Trustees received information regarding the purchases through the Sourcewell Purchasing Cooperative: Johnson Controls Fire Protection, LP: Reference #031517-SGL Facility Security Equipment, Systems, & Services; Tyler Technologies, Inc.: Reference #090320-TTI Public Administration Software at a total cost \$131,977.

P. Information Regarding Purchases Through the Texas 20 Purchasing Cooperative for a total cost of \$2,146,500

The Board of Trustees received information regarding the purchases through the Texas 20 Purchasing Cooperative: Brothers Produce of Austin: Reference #3226 Produce; Gulf Coast Paper Company, Inc.: Reference #3221 Chemical and Paper; Kurz & Co.: Reference #3117-E1 Bread and Tortillas; Labatt Food Service, LLC: Reference #3015-E2 Main Food & #3221 Chemical and Paper; New Dairy Holdco, LLC: Reference #3118-E1 Milk at a total cost of \$2,146,500.

Q. Information Regarding Seguin ISD's Purchase of Waste Removal Services from Tiger Sanitation, Inc.

The Board of Trustees received information regarding Seguin ISD's purchase of waste removal services at a cost of \$100,000. This is year two of a three-year initial contract awarded through RFP #21-08 Waste Removal Services. Tiger Sanitation provides trash services for all campuses and district facilities for Seguin ISD.

R. Information Regarding Seguin ISD's Purchase of the TX High Dosage Tutoring Package from BookNook, Inc.

The Board of Trustees received information regarding Seguin ISD's purchase of the TX High Dosage Tutoring Package at a cost of \$117,500. The Texas Education Agency (TEA) has provided local education agencies (LEAs) with several vetted tutoring platform vendors, such as BookNook. BookNook provides an online tutoring platform for in-person and remote tutoring sessions that align with TEA's approved curriculum and high-impact tutoring principles. High-impact tutoring helps students to accelerate in the classroom.

S. Personnel Information – Professional Employees

The Board of Trustees received information regarding the following new hires and resignations for the 2022-2023 school year listed below:

New Hire Elections:

Name	Campus	Effective
Balderas, Christina	Seguin High School	8/4/22
Ceynow, Yvonne	Barnes Middle School	8/16/22
Costilla, Carol	AJB Middle School	8/4/22
Egg, Macy	Matador Special Services	8/2/22
Franzen-Beicker, Lia	Vogel Elementary	8/22/22
Garza, Maria	Weinert Elementary	8/5/22
Guadarrama, Mary	Ball Early Childhood	8/11/22
Kirby, Michelle	Matador Special Services	8/8/22
Miller, Julie	Koennecke Elementary	8/4/22
Palacin, Marilyn	Barnes Middle School	8/8/22
Perez, Crystal	Rodriguez Elementary	8/12/22
Rodriguez, Rose	Matador Special Services	8/4/22

Saldana, Joseph	AJB Middle School	8/4/22
Taylor, Barbara	DAEP	8/4/22
Wolfe, Donna	AJB Middle School	8/12/22

Resignations:

Bazan, Samantha, LLI, effective 7/25/22

Ms. Bazan, ACE Curriculum Coordinator, has resigned due to personal reasons.

Ms. Bazan has 1 year with Seguin ISD.

Buie, Kemesheia, Seguin High School, effective 7/25/22

Ms. Buie, Cosmetology Teacher, has resigned due to personal reasons.

Ms. Buie has 2 years with Seguin ISD.

Kuempel, Michelle, AJB Middle School, effective 7/25/22

Ms. Kuempel, Librarian, has resigned to accept a position where she will work from home.

Ms. Kuempel has 9 years with Seguin ISD.

Rios, Sara, Matador Special Services, effective 7/25/22

Ms. Rios, Visually Impaired Teacher, has resigned due to personal reasons.

Ms. Rios never started with Seguin ISD.

Torres, Lydia, LLI, effective 8/12/22

Ms. Torres, Dual Language Instructional Coach, has resigned due to family circumstance.

Ms. Torres has 2 years with Seguin ISD.

Wade, Shara, Barnes Middle School, effective 7/20/22

Ms. Wade, Assistant Principal, has resigned and accepted a position with NEISD.

Mr. Wade has 1 year with Seguin ISD.

Williams, Dionicia, AJB Middle School, effective 7/25/22

Ms. Williams, Science Teacher, has resigned due to personal reasons.

Ms. Williams never started with Seguin ISD.

T. Acknowledge Public Information Act Requests July-August, 2022

The Board of Trustees received information regarding the Public Information Act requests received since July 13, 2022. The purpose of this agenda item is to keep trustees apprised of the District's Public Information program.

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

A. Approval of Board Minutes for:

Board Workshop, July 19, 2022

Regular Meeting, July 26, 2022

Special Meeting, August 4, 2022

B. Approval of Tax Collection Reports for June 2022

C. Approval of District-Wide Facilities Maintenance, Electrical Equipment, Parts, and Services (RFP #:21-04)

D. Approval of District-Wide Special Education Services (RFP #: 21-05)

E. First Reading for Consideration or Approval of the Texas Association of School Boards (TASB) Policy Update 119, Affecting LEGAL and LOCAL Policies

F. Extra-Curricular Activity Listing for 2022-2023

G. County Extension Agents as Adjunct Staff Members

H. 2022-2023 Student Code of Conduct

I. Information Regarding Purchases Through the 2013 Purchasing Cooperative for a total 65

cost of \$83,200

J. Information Regarding Purchases Through the Allied States Purchasing Cooperative for a total cost of \$52,813

K. Information Regarding Purchases Through the BuyBoard Purchasing Cooperative for a total cost of \$125,125

L. Information Regarding Purchases Through the Choice Partners Purchasing Cooperative for a total cost of \$175,000

M. Information Regarding Purchases Through the DIR Purchasing Cooperative for a total cost of \$159,786

N. Information Regarding Purchases Through the Pace Purchasing Cooperative for a total cost of \$83,251

O. Information Regarding Purchases Through the Sourcewell Purchasing Cooperative for a total cost of \$131,977

P. Information Regarding Purchases Through the Texas 20 Purchasing Cooperative for a total cost of \$2,146,500

Q. Information Regarding Seguin ISD's Purchase of Waste Removal Services from Tiger Sanitation, Inc.

R. Information Regarding Seguin ISD's Purchase of the TX High Dosage Tutoring Package from BookNook, Inc.

S. Personnel Information – Professional Employees

T. Acknowledge Public Information Act Requests July-August, 2022

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

Nays: None

8. Action Items:

A. CONSIDERATION AND APPROVAL OF A RESOLUTION BY THE BOARD OF TRUSTEES OF THE SEGUIN INDEPENDENT SCHOOL DISTRICT PROVIDING FOR THE DEFEASANCE AND CALLING FOR REDEMPTION CERTAIN CURRENTLY OUTSTANDING DISTRICT OBLIGATIONS; DIRECTING THE BOARD SECRETARY, OR A DESIGNEE THEREOF, TO EFFECTUATE THE REDEMPTION OF THESE OBLIGATIONS; AUTHORIZING THE EXECUTION OF AN ESCROW AGREEMENT; DELEGATING TO CERTAIN DISTRICT OFFICIALS AND STAFF THE AUTHORITY TO EFFECTUATE MATTERS HEREIN RESOLVED; AND OTHER MATTERS IN CONNECTION THEREWITH

Mrs. Moreno moved, seconded by Ms. Duncan to adopt a resolution to defease certain Obligations, extinguishing the District's payment obligations with respect thereto at the time of defeasance. The Board of Trustees may authorize the use of District funds realized from prior or prospective interest and sinking fund tax collections for the early redemption of certain qualifying long-term debt obligations (Defeased Obligations). District administration currently estimates that the principal amount of Defeased Obligations will be in excess of \$2,000,000. The final amount of Defeased Obligations will be known in the spring of 2023.

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

Nays: None

B. Adoption of Order Setting the Tax Rate for 2022, Which Does Not Exceed the No-New Revenue Tax Rate

Mr. Guerra moved, seconded by Mr. Amador to adopt tax rates for 2022 as follows: \$0.8646 for Maintenance and Operations, and \$0.385 for Interest and Sinking, for a Total Combined Rate of \$1.2496, which does not exceed the no-new revenue tax rate. This tax rate will enable the district to support the proposed budget and retain academic quality and extra-curricular programs. The proposed rate is \$.0350 lower than the prior year. Additionally, the 2022 tax levy to fund maintenance and operations expenditures does not exceed the maintenance and operations tax levy

of the prior year. Therefore, the order setting this tax rate does not require the statements about "tax increase" as specified in §26.05(b) of Property Tax Code.

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

C. 2022-2025 Seguin ISD Revised Goals

Mrs. Moreno moved, seconded by Ms. Duncan to adopt two revised Seguin ISD Board Goals for 2022-2025. In June 2022, the Board adopted seven new goals that serve as the foundation for the Seguin ISD Strategic Plan 2025. Preliminary STAAR data for Reading and Math show Goals 1 and 2 have almost been achieved. Therefore, revised goals are being recommended with an extended time frame to August 2025.

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

D. Possible Action to Extend Superintendent Hiring Authority for Certified Personnel During the Fall of 2022

Ms. Duncan moved, seconded by Mrs. Crettenden to grant ability to Superintendent to have final hiring authority of all contractual personnel beginning August 31, 2022 and ending on December 31, 2022.

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

E. Discussion and Possible Action Find No Good Cause Exists for Educator Resignation Minutes were amended to reflect the name of the educator below:

Mr. Jenkins moved, seconded by Mrs. Moreno to approve to find that no good cause exists for an educator's Amanda Arredondo's resignation that occurred beyond the penalty free resignation date.

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

9. Board Comments and Request

Ms. Duncan would like her new picture on the website.

Mrs. Thomas-Jimenez wanted to know if the District would continue with the Missing Matadors Matter efforts. Mrs. Bittings explained we would be continuing those efforts.

Mr. Jenkins wanted to know when the Special Education update will be presented to the Board.

All prior Board requests have been addressed.

10. Adjourn

Mr. Amador moved, seconded by Mrs. Thomas-Jimenez to adjourn the meeting. The meeting adjourned at 7:50 p.m.

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

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, September 27, 2022, beginning at 6:30 PM in the Board Room, 1221 E. Kingsbury, Seguin, Texas.

Present: Ben Amador (Virtual), Denise Crettenden (arrived at 6:56 p.m.), Linda Duncan, Alejandro R. Guerra, Carl Jenkins, Glenda Moreno, Cinde Thomas-Jimenez and Dr. Matthew Gutierrez, Superintendent

Absent: Mark Cantu, Cindy Moreno

Also Present: Nikki Bittings, Chief Student Services Officer; Steve Gonzalez, Chief Technology Officer; Anthony Hillberg, Chief Financial Officer; Sean Hoffmann, Chief Communications Officer; Andrea Jaramillo, Deputy Chief of Innovation and Learning; Linda Guzman, A.J. Briesemeister Middle School Principal; Jason Schmidt, Jim Barnes Middle School Principal; Dr. Hector Esquivel, Seguin High School Principal; Richard Bough, Career and Technical Education Director; Anna Lisa Vargas, Early College High School Director; Kelly Follis, Director of Community Outreach and SEF; Allison Pape, Innovation Specialist; Nancy Ramirez, Superintendent Secretary and media.

1. Call to Order

A. Mrs. Thomas-Jimenez called the meeting to order at 6:30 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 Marcos Trinidad, seventh grade student from Barnes Middle School, followed by a moment of silence.

C. Superintendent Announcements:

Dr. Gutierrez provided the board and community with highlights, upcoming key dates and event information since the last board meeting, which included recognizing staff and student achievements and successes from across the district. Dr. Gutierrez invited the community to the Town Hall scheduled for tomorrow and the Lunch and Learn scheduled for October 11.

D. Board Member Reports:

The Board provided a summary of a session they attended at the TASA TASB Convention this past weekend.

2. Recognition/Campus Presentations

A. Campus Highlight

The presentation was provided courtesy of Barnes Middle School. Mr. Schmidt, principal, shared a video highlighting campus based initiatives and culture regarding Bold Fridays.

B. Student/Staff/Board/Community Recognition

The Board of Trustees recognized the following students and staff for their outstanding accomplishments:

- **Superintendent's Elementary, Middle and High School Students of the Month**

Dr. Gutierrez was honored to recognize Kaylee Hale, fifth grade student at Weinert Elementary, Marcos Trinidad, seventh grade student at Barnes Middle School and Anastasiia Berezovska, a senior at Seguin High School for going above and beyond as leaders and exceptional students in and out of the classroom. They are all excellent role models working hard to achieve their goals while assisting their peers.

- **Superintendent’s Awards**

Dr. Gutierrez was honored to recognize Jay Law, Principal at Mercer Blumberg Learning Center at Saegert, as the September recipient of the Superintendent’s Leadership Award for going above and beyond daily duties to cultivate, inspire and empower their students, colleagues and Seguin ISD community.

3. Audience with the Board

Luis Moreno signed up to address the Board regarding middle school academics.

4. Reports/Information Items:

A. Seguin Education Foundation’s Annual Report

The Board of Trustees received an update from Kelly Follis on the Seguin Education Foundation’s current operations and on its financial position as of its most recent fiscal year end August 31, 2022.

B. Secondary Monthly Report

The Board of Trustees received an update regarding both middle schools, Briesemeister and Jim Barnes and Seguin High School. The purpose of this report is to share information regarding the strong start, PBIS (Positive Behavior Intervention and Supports) laser-like focus on multiple data points, and additional campus information from campuses.

C. Seguin ISD Strategic Plan 2025 Communication Plan

The Board of Trustees received an update on the implementation of the Seguin ISD Strategic Plan 2025. In June 2022, the Board adopted a new long-term district Strategic Plan. In Summer 2022, work continued on developing district department and individual work plans to ensure the strategic actions outlined in the plan are carried out. Plans to communicate progress monthly to the Board begins in September 2022.

D. Seguin ISD Bond 2022 Community Presentation

The Board of Trustees received the Bond 2022 informational presentation that is being shared with the community. In August 2022, the Board unanimously approved a Nov. 8, 2022 bond referendum. A component of the Bond 2022 communication plan includes informational presentations to staff, community and civic organizations, and students.

5. Closed Meeting –The Board went into closed session at 9:19 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).

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

6. Reconvene to Open Meeting – The Board reconvened at 9:53 p.m.

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

The Board did not take action.

7. Consent Agenda Items – Consider and Possible Approval:

A. Approval of Board Minutes for:

Special Meeting, August 17, 2022

Regular Meeting, August 23, 2022

B. Approval of Tax Collection Reports for July 2022

The Board of Trustees approved the Guadalupe County Tax Office Monthly Recap from Daryl John, Guadalupe County Tax Assessor-Collector for July 2022. 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 Tax Collection Reports for August 2022

The Board of Trustees approved the Guadalupe County Tax Office Monthly Recap from Daryl John, Guadalupe County Tax Assessor-Collector for August 2022. 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.

D. Approval of Proposed Budget Amendments & Financial Statements for July 2022

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 July 31, 2022.

E. Approval of Donations Received July 2022

The Board of Trustees approved the donations received by the District during the month of July 2022 in the amount of \$1,000.00 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."

F. Approval of Donations Received August 2022

The Board of Trustees approved the donations received by the District during the month of August 2022 in the amount of \$4,750.00 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."

G. Approval of District-Wide Special Education Services (RFP #: 21-05)

The Board of Trustees approved to contract with each of the recommended respondents, as reflected in the exhibit, for Special Education Services. A Request for Proposals (RFP#: 21-05) was issued on August 7, 2020 for Special Education Services. The bid was competitively solicited in compliance with Board Policy. Of the three responses received, all met the RFP requirements. With approval from the Board of Trustees, the following respondents will be added to the list of approved vendors for this RFP: Martha Leavitt, SOAR Arena Therapeutic Riding and Satori Learning Designs. The list of previously approved vendors is available on the Bids page of the

District website. All approved vendors will continue to qualify under this RFP for the remaining contract term, which will end on June 30, 2023.

H. Amendment to 2022-2023 Compensation Handbook

The Board of Trustees approved the amendment of the Child Nutrition substitute pay range, Driver in Training starting pay, and Cafeteria Lunch Monitors provided in the 2022-2023 Compensation Handbook.

I. Consideration of Approval of Certified Appraisers for 2022-2023

The Board of Trustees approved the following administrators as certified appraisers for the Texas Teachers Evaluation Support System (T-TESS) or to conduct formal goal setting known as the Annual Teacher Review in the 2022-2023 school year:

Seguin High School
Cyndi Perez, Jefferson Academic Dean
Ernesto Ramos, SPED Administrator

J. Personnel Information – Professional Employees

The Board of Trustees received information regarding the following new hires and resignations for the 2022-2023 school year listed below:

New Hire Elections:

Name	Campus	Effective
Davis, Darius	Matador Special Services	9/12/22
Garza, Daniel	Student Services	9/26/22
Lutz, Susie	Jefferson Elementary	8/31/22
Restrepo, Jesus	Seguin High School	9/6/2022
Saldivar, Alyssandra	Seguin High School	9/12/2002

Resignations:

Aylesworth, John, Ball Early Childhood, effective 8/30/22

Mr. Aylesworthy, Pre K Special Education teacher, has resigned due to personal reasons.

Mr. Aylesworth has 1 month with Seguin ISD.

Knapp, Joan, Seguin High School, effective 9/12/22

Ms. Knapp, Spanish Teacher, has resigned due to personal reasons.

Ms. Knapp has 1 month with Seguin ISD.

Lee, Jeffrey, Technology Department, effective 10/7/22

Mr. Lee, Webmaster/District Technologist, has resigned to accept a position with A&M University in San Antonio.

Mr. Lee has 8 years with Seguin ISD.

K. Acknowledge Public Information Act Requests August-September, 2022

The Board of Trustees received information regarding the Public Information Act requests received since August 10, 2022. The purpose of this agenda item is to keep trustees apprised of the District’s Public Information program.

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

**A. Approval of Board Minutes for:
Special Meeting, August 17, 2022**

Regular Meeting, August 23, 2022

- B. Approval of Tax Collection Reports for July 2022**
- C. Approval of Tax Collection Reports for August 2022**
- D. Approval of Proposed Budget Amendments & Financial Statements for July 2022**
- E. Approval of Donations Received July 2022**
- F. Approval of Donations Received August 2022**
- G. Approval of District-Wide Special Education Services (RFP #: 21-05)**
- H. Amendment to 2022-2023 Compensation Handbook**
- I. Consideration of Approval of Certified Appraisers for 2022-2023**
- J. Personnel Information – Professional Employees**
- K. Acknowledge Public Information Act Requests August-September, 2022**

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

Nays: None

8. Action Items:

A. Appointment of Director(s) to the Seguin Education Foundation

Mrs. Thomas-Jimenez moved, seconded by Mrs. Moreno to appoint Carl Jenkins and Linda Duncan to serve on the Seguin Education Foundation (SEF) Board of Directors for another year.

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

Nays: None

B. Discussion and Possible Action Find No Good Cause Exists for Educator Resignation

Mr. Jenkins moved, seconded by Ms. Duncan to approve to find that no good cause exists for the resignations of Christopher Colon, Heather Germany, and Yvonne Diaz that occurred beyond the penalty free resignation date.

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

Nays: None

9. Board Comments and Request

No comments or requests were made.

All prior Board requests have been addressed.

10. Adjourn

The meeting adjourned at 9:57 p.m.

Secretary/October 25, 2022

President/October 25, 2022

ACTION ITEM:

Approval of Tax Collection Reports for September 2022

RECOMMENDATION:

That the Board of Trustees approves the Guadalupe County Tax Office Monthly Recap from Daryl John, Guadalupe County Tax Assessor-Collector for September 2022.

RATIONALE:

The Texas Property Tax Code requires the collector of taxes for a taxing unit to 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 September 2022:

Current	\$	-
Delinquent		140,887
Penalty and Interest		34,977
Total Monthly Collections	<u>\$</u>	<u>175,864</u>
Total Tax Collections Year to Date	<u>\$</u>	<u>679,993</u>
Delinquent Tax Levy		2,717,629
Percent Collected through August 2022		24.83%
Percent of Tax Levy Collected last year		36.67%

EXHIBITS:

None

RESOURCE PERSONNEL:

Anthony Hillberg, Chief Financial Officer, CPA, RTSBA
Sally Eckhart, Budget Coordinator

Submitted by:

(Signature)

(Name)

(Address)

(Telephone)



Date Submitted: 10/25/22

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

ACTION ITEM: **Approval of Proposed Budget Amendments & Financial Statements for August 2022**

RECOMMENDATION: That the Board of Trustees approve the proposed budget amendments and financial statements for the General Fund, Child Nutrition Fund, and Debt Service Fund as of August 31, 2022.

RATIONALE: The District’s official budget includes the General Fund, Child Nutrition Fund, and Debt Service Fund. The adoption of the budgets associated with these funds and subsequent amendments should be approved by the Board of Trustees. The attached budget reports and financial statements are designed to provide interim information for the Board of Trustees regarding operations of the District. The attached financial statements are unaudited and do not reflect certain required accounting entries for the official year-end financial report.


REFERENCE and COMPLIANCE: CE (LEGAL) and CE (LOCAL) Annual Operating Budget
The Board shall amend the budget when a change is made increasing any one of the functional spending categories or increasing revenue object accounts and other financing sources (uses).

PAPERWORK IMPACT: None

BUDGET IMPACT / INFORMATION: Budget amendments reflected in this report require approval by the Board of Trustees.

EXHIBITS: Proposed Budget Amendments and Financial Statements for the General Operating Fund, Child Nutrition Fund, and Debt Service Fund are attached.

RESOURCE PERSONNEL: Anthony Hillberg, Chief Financial Officer, CPA, RTSBA
Sally Eckhart, Budget Coordinator

Submitted by:  Date Submitted: 10/25/22
(Signature) _____
(Name) Dr. Matthew Gutierrez, Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614

Function Codes

11 – Instruction - Activities that deal directly with the interaction between teachers and students

12 – Instructional Resources/Media Services - Expenditures that are directly and exclusively used for resource centers, establishing and maintaining libraries

13 – Curriculum & Instructional Staff Development – Expenditures directly and exclusively used to aid instructional staff in planning, developing and evaluating the process of providing learning experiences for students. (Includes in-service training for instructional or instructional-related personnel (Functions 11, 12, and 13))

21 – Instructional Leadership - Expenditures that are for managing, directing, supervising, and providing leadership for staff who provide general and specific instructional services

23 – School Leadership - Expenditures to direct and manage a school campus

31 – Guidance & Counseling – Expenditures for assessing and testing students' abilities, aptitudes and interests; counseling students

32 - Social Work Services - Expenditures that for activities such as investigating and diagnosing student social needs arising out of the home, school or community: includes truant/attendance officers

33 – Health Services - Expenditures for providing physical health services to students

34 – Student Transportation - Expenditures for transporting students to and from school.

35 – Food Service – Expenditures for food service operations

36 – Extracurricular Activities - Expenditures for school-sponsored activities outside of the school day.

41 – General Administrations - Expenditures for purposes of managing or governing the school district as an overall entity

51 – Maintenance & Operations - Expenditures for activities to keep the facilities and grounds open, clean, comfortable and in effective working condition and state of repair, and insured

52 – Security & Monitoring Services – Expenditures for activities to keep student and staff surroundings safe, whether in transit to or from school, on a campus or participating in school-sponsored events at another location

53 – Data Processing Services - Expenditures for data processing services, whether in-house or contracted.

61 – Community Services - Expenditures for activities or purposes other than regular public education and includes expenditures are for services or activities relating to the whole community or some segment of the community

71 – Debt Service – Expenditures for debt service payments and related fees

81 – Facilities Acquisition and Improvements - Expenditures for acquiring, equipping, and/or making additions to real property and sites

99 – Other Governmental Charges – Expenditures for other intergovernmental charges not defined above

Seguin Independent School District
Proposed Budget Amendments and Financial Statements
General Operating Fund
August 2022

	Budget				Actual			Budget Remaining	
	Adopted Budget	August 1, 2022	Proposed Amendment(s)		August 31, 2022	August 1, 2022	Current Month		August 31, 2022
		Amended Budget	Programmatic Changes	Balance Neutral	Amended Budget	Year to Date	Activity		Year to Date
REVENUE									
Local									
Property Taxes-Current	35,924,796	35,924,796	-	-	35,924,796	-	3,667	3,667	35,921,129
Property Taxes-Delinquent	1,565,467	1,565,467	-	-	1,565,467	159,483	142,116	301,599	1,263,868
Property Taxes-Penalty & Interest	589,549	589,549	-	-	589,549	22,766	26,977	49,743	539,806
Interest Income	300,000	300,000	-	-	300,000	2,097	87,829	89,926	210,074
Other Local Income	106,000	106,000	-	-	106,000	3,327	43,635	46,963	59,037
State	27,589,065	27,589,065	-	-	27,589,065	244,470	261,728	506,197	27,082,868
Federal	1,167,000	1,167,000	-	-	1,167,000	3,708	18,572	22,279	1,144,721
REVENUE	67,241,877	67,241,877	-	-	67,241,877	435,851	584,524	1,020,375	66,221,502
EXPENSE									
11 - Instruction	37,553,166	37,553,166	200,000	8,626	37,761,792	586,262	763,669	1,349,931	36,411,861
12 - Instructional Resources & Media Svcs	1,023,887	1,023,887	-	-	1,023,887	29,791	26,930	56,721	967,166
13 - Curr & Instructional Staff Development	651,794	651,794	-	(10,000)	641,794	17,701	44,526	62,226	579,568
21 - Instructional Leadership	2,204,014	2,204,014	20,000	-	2,224,014	137,365	176,759	314,124	1,909,890
23 - School Leadership	4,857,232	4,857,232	-	74	4,857,306	151,454	366,639	518,092	4,339,214
31 - Guidance & Counseling Services	2,647,822	2,647,822	-	1,300	2,649,122	71,790	126,762	198,552	2,450,570
32 - Social Work Services	515,652	515,652	-	21,499	537,151	38,855	39,386	78,240	458,911
33 - Health Services	759,739	759,739	-	-	759,739	9,860	12,048	21,908	737,831
34 - Student Transportation	2,703,871	2,703,871	-	-	2,703,871	94,663	177,684	272,348	2,431,523
35 - Food Service	-	-	-	-	-	-	-	-	-
36 - Co-curricular Activities	2,041,009	2,041,009	20,000	-	2,061,009	147,745	164,091	311,837	1,749,172
41 - General Administration	2,348,125	2,348,125	-	-	2,348,125	168,190	227,256	395,446	1,952,679
51 - Plant Maintenance & Operations	6,712,126	6,712,126	-	-	6,712,126	385,215	933,450	1,318,665	5,393,462
52 - Security & Monitoring Services	535,602	535,602	-	(21,499)	514,103	20,153	55,716	75,869	438,234
53 - Data Services	1,976,884	1,976,884	-	-	1,976,884	262,972	272,591	535,563	1,441,321
61 - Community Services	75,270	75,270	-	-	75,270	1,177	1,298	2,475	72,795
71 - Debt Services	-	-	-	-	-	665,000	-	665,000	(665,000)
81 - Facilities Acquisition & Construction	-	-	-	-	-	-	80,510	80,510	(80,510)
99 - Intergovernmental Charges (Appraisal Servs)	635,684	635,684	-	-	635,684	-	142,353	142,353	493,331
EXPENSE	67,241,877	67,241,877	240,000	-	67,481,877	2,788,191	3,611,668	6,399,859	61,082,018
REVENUE OVER/(UNDER) EXPENSE	\$ -	\$ -	\$ (240,000)	\$ -	\$ (240,000)	(2,352,341)	(3,027,144)	(5,379,485)	5,139,485
Other Sources	-	-	-	-	-	-	-	-	-
Other Uses	-	-	-	-	-	-	-	-	-
OTHER SOURCES AND USES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
RESULT OF ACTIVITIES	\$ -	\$ -	\$ (240,000)	\$ -	\$ (240,000)	(2,352,341)	(3,027,144)	(5,379,485)	

Note:
Fund Balance projection data for 2022-23 will be provided upon completion of the annual financial audit for the 2021-22 fiscal year.

Seguin Independent School District
 Budget Amendment Detail For General Operating Fund
 August, 2022

Budget Report - Attachment 1
 25-Oct-2022

Revenues:

Total Revenue Increase (Decrease) \$ -

Expenditures:

BUA 3 Fund Balance Assignments:

Function 11	Retention/Recruitment Stipends for Middle School staff as approved by Board of Trustees April 26, 2022	\$ 200,000
Function 21	Furniture for SPED expansion as approved July 26, 2022	\$ 20,000
Function 36	Football Helmets as approved July 26, 2022	\$ 20,000

Total Expenditures Increase (Decrease) \$ 240,000

Other Sources:

Total Other Sources Increase (Decrease) \$ -

Seguin Independent School District
Proposed Budget Amendments and Financial Statements
Child Nutrition Fund
August 2022

	Budget				Actual			Budget Remaining	
	Adopted Budget	August 1, 2022	Proposed Amendment(s)		August 31, 2022	August 1, 2022	Current Month		August 31, 2022
		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	3,951	5,294	9,245	10,755
Other Local Income	571,000	571,000	-	-	571,000	6,788	12,172	18,960	552,040
State	70,000	70,000	-	-	70,000	-	-	-	70,000
Federal	4,489,000	4,489,000	-	-	4,489,000	-	382,139	382,139	4,106,861
REVENUE	5,150,000	5,150,000	-	-	5,150,000	10,739	399,606	410,345	4,739,655
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	5,137,250	5,137,250	-	-	5,137,250	80,098	278,968	359,066	4,778,184
36 - Co-curricular Activities									
41 - General Administration									
51 - Plant Maintenance & Operations	12,000	12,000	-	-	12,000	-	2,053	2,053	9,947
52 - Security & Monitoring Services	750	750	-	-	750	44	88	132	618
53 - Data Services									
61 - Community Services									
71 - Debt Services									
81 - Facilities Acquisition & Construction									
99 - Intergovernmental Charges (Appraisal Servs)									
EXPENSE	5,150,000	5,150,000	-	-	5,150,000	80,142	281,109	361,251	4,788,749
REVENUE OVER/(UNDER) EXPENSE	\$ -	\$ -	\$ -	\$ -	\$ -	(69,403)	118,497	49,094	(49,094)
Other Sources	-	-	-	-	-				
Other Uses	-	-	-	-	-				
OTHER SOURCES AND USES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
RESULT OF ACTIVITIES	\$ -	\$ -	\$ -	\$ -	\$ -	(69,403)	\$ 118,497	\$ 49,094	

Note:
Fund Balance projection data for 2022-23 will be provided upon completion of the annual financial audit for the 2021-22 fiscal year.

Seguin Independent School District
Budget Amendment Detail For Child Nutrition Fund
August, 2022

Budget Report - Attachment 1
25-Oct-2022

Revenues:

Total Revenue Increase (Decrease) \$ -

Expenditures:

Total Expenditures Increase (Decrease) \$ -

Other Sources:

Total Other Sources Increase (Decrease) \$ -

Seguin Independent School District
Proposed Budget Amendments and Financial Statements
Debt Service Fund
August 2022

	Budget				Actual			Budget Remaining	
	Adopted Budget	August 1, 2022	Proposed Amendment(s)		August 31, 2022	August 1, 2022	Current Month		August 31, 2022
		Amended Budget	Programmatic Changes	Balance Neutral	Amended Budget	Year to Date	Activity		Year to Date
REVENUE									
Local									
Property Taxes-Current	15,200,000	15,200,000	-	-	15,200,000	1,508	-	1,508	15,198,492
Property Taxes-Delinquent	200,000	200,000	-	-	200,000	66,594	60,865	127,460	72,541
Property Taxes-Penalty & Interest	136,682	136,682	-	-	136,682	7,826	12,327	20,152	116,530
Interest Income	-	-	-	-	-	18,323	13,326	31,649	-
Other Local Income	-	-	-	-	-	-	-	-	-
State	-	-	-	-	-	-	356,145	356,145	-
Federal	-	-	-	-	-	-	-	-	-
	15,536,682	15,536,682	-	-	15,536,682	94,251	442,663	536,914	15,387,562
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									
36 - Co-curricular Activities									
41 - General Administration									
51 - Plant Maintenance & Operations									
52 - Security & Monitoring Services									
53 - Data Services									
61 - Community Services									
71 - Debt Services	15,536,682	15,536,682	-	-	15,536,682	1,518,600	7,635,591	9,154,191	6,382,491
81 - Facilities Acquisition & Construction									
99 - Intergovernmental Charges (Appraisal Servs)									
	15,536,682	15,536,682	-	-	15,536,682	1,518,600	7,635,591	9,154,191	6,382,491
REVENUE OVER/(UNDER) EXPENSE	\$ -	\$ -	\$ -	\$ -	\$ -	(1,424,349)	(7,192,928)	(8,617,277)	\$ 9,005,071
Other Sources	-	-	-	-	-	-	-	-	-
Other Uses	-	-	-	-	-	-	-	-	-
OTHER SOURCES AND USES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
RESULT OF ACTIVITIES	\$ -	\$ -	\$ -	\$ -	\$ -	(1,424,349)	(7,192,928)	(8,617,277)	

Note:
Fund Balance projection data for 2022-23 will be provided upon completion of the annual financial audit for the 2021-22 fiscal year.

Revenues:

Total Revenue Increase (Decrease) \$ -

Expenditures:

Total Expenditures Increase (Decrease) \$ -

Other Sources:

Total Other Sources Increase (Decrease) \$ -

ACTION ITEM: **Approval of Proposed Budget Amendments & Financial Statements for September 2022**

RECOMMENDATION: That the Board of Trustees approve the proposed budget amendments and financial statements for the General Fund, Child Nutrition Fund, and Debt Service Fund as of September 30, 2022.

RATIONALE: The District’s official budget includes the General Fund, Child Nutrition Fund, and Debt Service Fund. The adoption of the budgets associated with these funds and subsequent amendments should be approved by the Board of Trustees. The attached budget reports and financial statements are designed to provide interim information for the Board of Trustees regarding operations of the District. The attached financial statements are unaudited and do not reflect certain required accounting entries for the official year-end financial report.


REFERENCE and COMPLIANCE: CE (LEGAL) and CE (LOCAL) Annual Operating Budget
The Board shall amend the budget when a change is made increasing any one of the functional spending categories or increasing revenue object accounts and other financing sources (uses).

PAPERWORK IMPACT: None

BUDGET IMPACT / INFORMATION: Budget amendments reflected in this report require approval by the Board of Trustees.

EXHIBITS: Proposed Budget Amendments and Financial Statements for the General Operating Fund, Child Nutrition Fund, and Debt Service Fund are attached.

RESOURCE PERSONNEL: Anthony Hillberg, Chief Financial Officer, CPA, RTSBA
Sally Eckhart, Budget Coordinator

Submitted by:  Date Submitted: 10/25/22
(Signature) _____
(Name) Dr. Matthew Gutierrez, Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614

Function Codes

11 – Instruction - Activities that deal directly with the interaction between teachers and students

12 – Instructional Resources/Media Services - Expenditures that are directly and exclusively used for resource centers, establishing and maintaining libraries

13 – Curriculum & Instructional Staff Development – Expenditures directly and exclusively used to aid instructional staff in planning, developing and evaluating the process of providing learning experiences for students. (Includes in-service training for instructional or instructional-related personnel (Functions 11, 12, and 13))

21 – Instructional Leadership - Expenditures that are for managing, directing, supervising, and providing leadership for staff who provide general and specific instructional services

23 – School Leadership - Expenditures to direct and manage a school campus

31 – Guidance & Counseling – Expenditures for assessing and testing students' abilities, aptitudes and interests; counseling students

32 - Social Work Services - Expenditures that for activities such as investigating and diagnosing student social needs arising out of the home, school or community: includes truant/attendance officers

33 – Health Services - Expenditures for providing physical health services to students

34 – Student Transportation - Expenditures for transporting students to and from school.

35 – Food Service – Expenditures for food service operations

36 – Extracurricular Activities - Expenditures for school-sponsored activities outside of the school day.

41 – General Administrations - Expenditures for purposes of managing or governing the school district as an overall entity

51 – Maintenance & Operations - Expenditures for activities to keep the facilities and grounds open, clean, comfortable and in effective working condition and state of repair, and insured

52 – Security & Monitoring Services – Expenditures for activities to keep student and staff surroundings safe, whether in transit to or from school, on a campus or participating in school-sponsored events at another location

53 – Data Processing Services - Expenditures for data processing services, whether in-house or contracted.

61 – Community Services - Expenditures for activities or purposes other than regular public education and includes expenditures are for services or activities relating to the whole community or some segment of the community

71 – Debt Service – Expenditures for debt service payments and related fees

81 – Facilities Acquisition and Improvements - Expenditures for acquiring, equipping, and/or making additions to real property and sites

99 – Other Governmental Charges – Expenditures for other intergovernmental charges not defined above

Seguin Independent School District
Proposed Budget Amendments and Financial Statements
General Operating Fund
September 2022

	Budget					Actual			Budget Remaining
	Adopted Budget	September 1, 2022	Proposed Amendment(s)		September 30, 2022	September 1, 2022	Current Month	September 30, 2022	
		Amended Budget	Programmatic Changes	Balance Neutral	Amended Budget	Year to Date	Activity	Year to Date	
REVENUE									
Local									
Property Taxes-Current	35,924,796	35,924,796	-	-	35,924,796	3,667	-	3,667	35,921,129
Property Taxes-Delinquent	1,565,467	1,565,467	-	-	1,565,467	301,599	99,910	401,508	1,163,959
Property Taxes-Penalty & Interest	589,549	589,549	-	-	589,549	49,743	25,166	74,909	514,640
Interest Income	300,000	300,000	-	-	300,000	89,926	55,034	144,960	155,040
Other Local Income	106,000	106,000	-	-	106,000	46,963	124,754	171,717	-
State	27,589,065	27,589,065	-	-	27,589,065	506,197	4,410,469	4,916,666	22,672,399
Federal	1,167,000	1,167,000	-	-	1,167,000	22,279	39,628	61,907	1,105,093
REVENUE	67,241,877	67,241,877	-	-	67,241,877	1,020,375	4,754,960	5,775,335	61,532,259
EXPENSE									
11 - Instruction	37,553,166	37,761,792	-	(433)	37,761,359	1,349,931	3,191,074	4,541,005	33,220,354
12 - Instructional Resources & Media Svcs	1,023,887	1,023,887	-	-	1,023,887	56,721	141,357	198,078	825,809
13 - Curr & Instructional Staff Development	651,794	641,794	-	(110)	641,684	62,226	35,811	98,037	543,647
21 - Instructional Leadership	2,204,014	2,224,014	-	-	2,224,014	314,124	169,732	483,856	1,740,158
23 - School Leadership	4,857,232	4,857,306	-	-	4,857,306	518,092	402,731	920,824	3,936,482
31 - Guidance & Counseling Services	2,647,822	2,649,122	-	543	2,649,665	198,552	225,662	424,215	2,225,450
32 - Social Work Services	515,652	537,151	-	-	537,151	78,240	59,061	137,302	399,849
33 - Health Services	759,739	759,739	-	-	759,739	21,908	66,319	88,227	671,512
34 - Student Transportation	2,703,871	2,703,871	-	-	2,703,871	272,348	232,545	504,892	2,198,979
35 - Food Service	-	-	-	-	-	-	-	-	-
36 - Co-curricular Activities	2,041,009	2,061,009	-	-	2,061,009	311,837	155,400	467,237	1,593,772
41 - General Administration	2,348,125	2,348,125	-	-	2,348,125	395,446	348,336	743,781	1,604,344
51 - Plant Maintenance & Operations	6,712,126	6,712,126	-	-	6,712,126	1,318,665	628,791	1,947,456	4,764,670
52 - Security & Monitoring Services	535,602	514,103	-	-	514,103	75,869	64,679	140,548	373,555
53 - Data Services	1,976,884	1,976,884	-	-	1,976,884	535,563	146,900	682,463	1,294,421
61 - Community Services	75,270	75,270	-	-	75,270	2,475	1,865	4,340	70,930
71 - Debt Services	-	-	-	-	-	665,000	-	665,000	(665,000)
81 - Facilities Acquisition & Construction	-	-	-	-	-	80,510	65,227	145,737	(145,737)
99 - Intergovernmental Charges (Appraisal Servs)	635,684	635,684	-	-	635,684	142,353	-	142,353	493,331
EXPENSE	67,241,877	67,481,877	-	-	67,481,877	6,399,859	5,935,492	12,335,351	55,146,526
REVENUE OVER/(UNDER) EXPENSE	\$ -	\$ (240,000)	\$ -	\$ -	\$ (240,000)	(5,379,485)	(1,180,532)	(6,560,016)	6,385,733
Other Sources	-	-	-	-	-	-	-	-	-
Other Uses	-	-	-	-	-	-	-	-	-
OTHER SOURCES AND USES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
RESULT OF ACTIVITIES	\$ -	\$ (240,000)	\$ -	\$ -	\$ (240,000)	(5,379,485)	(1,180,532)	(6,560,016)	

Note:
Fund Balance projection data for 2022-23 will be provided upon completion of the annual financial audit for the 2021-22 fiscal year.

Seguin Independent School District
Budget Amendment Detail For General Operating Fund
September, 2022

Budget Report - Attachment 1
25-Oct-2022

Revenues:

Total Revenue Increase (Decrease) \$ -

Expenditures:

Total Expenditures Increase (Decrease) \$ -

Other Sources:

Total Other Sources Increase (Decrease) \$ -

Seguin Independent School District
Proposed Budget Amendments and Financial Statements
Child Nutrition Fund
September 2022

	Budget				Actual			Budget Remaining	
	Adopted Budget	September 1, 2022	Proposed Amendment(s)		September 30, 2022	September 1, 2022	Current Month		September 30, 2022
		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	9,245	4,677	13,922	6,078
Other Local Income	571,000	571,000	-	-	571,000	18,960	35,554	54,515	516,485
State	70,000	70,000	-	-	70,000	-	-	-	70,000
Federal	4,489,000	4,489,000	-	-	4,489,000	382,139	689,381	1,071,521	3,417,479
REVENUE	5,150,000	5,150,000	-	-	5,150,000	410,345	729,613	1,139,958	4,010,042
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	5,137,250	5,137,250	-	-	5,137,250	359,066	407,663	766,728	4,370,522
36 - Co-curricular Activities									
41 - General Administration									
51 - Plant Maintenance & Operations	12,000	12,000	-	-	12,000	2,053	1,254	3,307	8,693
52 - Security & Monitoring Services	750	750	-	-	750	132	44	177	573
53 - Data Services									
61 - Community Services									
71 - Debt Services									
81 - Facilities Acquisition & Construction									
99 - Intergovernmental Charges (Appraisal Servs)									
EXPENSE	5,150,000	5,150,000	-	-	5,150,000	361,251	408,961	770,212	4,379,788
REVENUE OVER/(UNDER) EXPENSE	\$ -	\$ -	\$ -	\$ -	\$ -	49,094	320,652	369,746	(369,746)
Other Sources	-	-	-	-	-				
Other Uses	-	-	-	-	-				
OTHER SOURCES AND USES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
RESULT OF ACTIVITIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 49,094	\$ 320,652	\$ 369,746	

Note:
Fund Balance projection data for 2022-23 will be provided upon completion of the annual financial audit for the 2021-22 fiscal year.

Seguin Independent School District
Budget Amendment Detail For Child Nutrition Fund
September, 2022

Budget Report - Attachment 1
25-Oct-2022

Revenues:

Total Revenue Increase (Decrease) \$ -

Expenditures:

Total Expenditures Increase (Decrease) \$ -

Other Sources:

Total Other Sources Increase (Decrease) \$ -

Seguin Independent School District
Proposed Budget Amendments and Financial Statements
Debt Service Fund
September 2022

	Budget				Actual			Budget Remaining	
	Adopted Budget	September 1, 2022	Proposed Amendment(s)		September 30, 2022	September 1, 2022	Current Month		September 30, 2022
		Amended Budget	Programmatic Changes	Balance Neutral	Amended Budget	Year to Date	Activity		Year to Date
REVENUE									
Local									
Property Taxes-Current	15,200,000	15,200,000	-	-	15,200,000	1,508	-	1,508	15,198,492
Property Taxes-Delinquent	200,000	200,000	-	-	200,000	127,460	40,977	168,437	31,563
Property Taxes-Penalty & Interest	136,682	136,682	-	-	136,682	20,152	9,811	29,963	106,719
Interest Income	-	-	-	-	-	31,649	8,928	40,577	-
Other Local Income	-	-	-	-	-	-	-	-	-
State	-	-	-	-	-	356,145	-	356,145	-
Federal									
	15,536,682	15,536,682	-	-	15,536,682	536,914	59,717	596,631	15,336,773
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									
36 - Co-curricular Activities									
41 - General Administration									
51 - Plant Maintenance & Operations									
52 - Security & Monitoring Services									
53 - Data Services									
61 - Community Services									
71 - Debt Services	15,536,682	15,536,682	-	-	15,536,682	9,154,191	-	9,154,191	6,382,491
81 - Facilities Acquisition & Construction									
99 - Intergovernmental Charges (Appraisal Servs)									
	15,536,682	15,536,682	-	-	15,536,682	9,154,191	-	9,154,191	6,382,491
REVENUE OVER/(UNDER) EXPENSE	\$ -	\$ -	\$ -	\$ -	\$ -	(8,617,277)	59,717	(8,557,560)	\$ 8,954,282
Other Sources	-	-	-	-	-			-	
Other Uses	-	-	-	-	-			-	
OTHER SOURCES AND USES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
RESULT OF ACTIVITIES	\$ -	\$ -	\$ -	\$ -	\$ -	(8,617,277)	\$ 59,717	\$ (8,557,560)	

Note:
Fund Balance projection data for 2022-23 will be provided upon completion of the annual financial audit for the 2021-22 fiscal year.

Seguin Independent School District
Budget Amendment Detail For Debt Service Fund
September, 2022

Budget Report - Attachment 1
25-Oct-2022

Revenues:

Total Revenue Increase (Decrease) \$ -

Expenditures:

Total Expenditures Increase (Decrease) \$ -

Other Sources:

Total Other Sources Increase (Decrease) \$ -

ACTION ITEM:

Approval of Donations Received September 2022

RECOMMENDATION:

That the Board of Trustees approve donations received by the District during the month of September 2022.

RATIONALE:

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."

REFERENCE and COMPLIANCE:

CDC (LOCAL) - Other Revenues: Gifts and Solicitations

PAPERWORK IMPACT:

None

BUDGET IMPACT / INFORMATION:

None

EXHIBITS:

Proposed Donations

RESOURCE PERSONNEL:

Dr. Matthew Gutierrez, Superintendent
Anthony Hillberg, Chief Financial Officer, CPA, RTSBA
Sally Eckhart, Budget Coordinator

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



Date Submitted: 10/25/22

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

**Donations Received By Seguin ISD
During the 2022-23 School Year**

Donor	Purpose	Campus Receiving Donation	Date Rcvd	Amount	Board Approval
McQueeney Lions Club	School supplies for teachers	McQueeney Elementary	09/20/22	\$ 1,000.00	Pending
VFW Post 9213	School supplies for teachers	McQueeney Elementary	09/20/22	\$ 200.00	Pending

NOTE: This listing includes only documented, unsolicited donations received by the District during September 2022. Additional donations may have been received by campuses and subsequently deposited by the campus or student group without providing detailed documentation to the Business Department.

ACTION ITEM: **Approval of Investment Report for the First Quarter Ended September 30, 2022**

RECOMMENDATION: That the Board of Trustees approve the Investment Report for the quarter ended September 30, 2022.

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 quarter ended September 30, 2022. 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 IMPACT: None

BUDGET IMPACT / INFORMATION: None

EXHIBITS: Investment Report

RESOURCE PERSONNEL: Anthony Hillberg, Chief Financial Officer, CPA, RTSBA
Christina Garcia, General Ledger Specialist, CTSBS

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


Date Submitted: 10/25/22
Dr. Matthew Gutierrez, Superintendent
1221 E. Kingsbury St., Seguin, TX 78155
(830) 401-8614

**SEGUIN INDEPENDENT SCHOOL DISTRICT
INVESTMENT REPORT
FIRST QUARTER ENDED SEPTEMBER 30, 2022**

<u>INVENTORY OF INVESTMENTS</u>	Weighted Average Maturity 1.0 Day	Balance <u>09/30/22</u>
GENERAL OPERATING FUND 199		
TexPool - Local Maintenance		809,656
Lone Star		18,833,548
Logic		427,023
MBIA		8,971,330
TOTAL GENERAL OPERATING FUND		<u>\$ 29,041,557</u>
	Weighted Average Maturity	
CHILD NUTRITION FUND 240		
Lone Star		<u>\$ 1,878,614</u>
	Weighted Average Maturity	
INTEREST & SINKING FUND 599		
TexPool		1,099,395
Lone Star		3,099,398
TOTAL INTEREST & SINKING FUND		<u>\$ 4,198,793</u>
	Weighted Average Maturity	
2021 SCHOOL BUILDING FUND 620		
Lone Star		<u>\$ 16,684,048</u>
OAK PARK MALL ENTERPRISE FUND 711		
TexPool		<u>\$ 284,018</u>
WORKER'S COMPENSATION SELF-INSURANCE FUND 753		
TexPool		811,501
Lone Star		2,812,843
TOTAL WORKERS' COMPENSATION FUND		<u>\$ 3,624,344</u>
	Weighted Average Maturity	
STUDENT ACTIVITY TRUST & AGENCY FUND 865		
TexPool		<u>\$ 204,117</u>
	Weighted Average Maturity	
GRAND TOTALS		<u><u>\$ 55,915,492</u></u>

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

Anthony Hillberg, Chief Financial Officer 
 Christina Garcia, General Ledger Specialist 
 Dr. Matthew Gutierrez, Superintendent 

**SEGUIN INDEPENDENT SCHOOL DISTRICT
INVESTMENT REPORT
FIRST QUARTER ENDED SEPTEMBER 30, 2022**

<u>INVESTMENT TRANSACTIONS</u>	FISCAL YEAR BEGINNING BALANCE <u>07/01/22</u>	NET CHANGE <u>CHANGE</u>	QUARTER ENDING BALANCE <u>09/30/22</u>
GENERAL OPERATING FUND 199			
TexPool	838,747	(29,092)	809,656
Lone Star	20,435,400	(1,601,852)	18,833,548
Logic	424,779	2,245	427,023
MBIA	8,921,785	49,546	8,971,330
TOTAL GENERAL OPERATING FUND	\$ 30,620,711	\$ (1,579,153)	\$ 29,041,557
CHILD NUTRITION FUND 240			
Lone Star	<u>2,721,612</u>	<u>\$ (842,999)</u>	<u>\$ 1,878,614</u>
INTEREST AND SINKING FUND 599			
TexPool	1,093,795	5,600	1,099,395
Lone Star	11,653,747	(8,554,349)	3,099,398
TOTAL INTEREST AND SINKING FUND	\$ 12,747,542	\$ (8,548,749)	\$ 4,198,793
SCHOOL BUILDING FUND 620			
Lone Star	<u>21,282,661</u>	<u>\$ (4,598,613)</u>	<u>\$ 16,684,048</u>
OAK PARK MALL FUND 711			
TexPool	<u>279,256</u>	<u>\$ 4,762</u>	<u>\$ 284,018</u>
WORKER'S COMPENSATION SELF-INSURANCE FUND 753			
TexPool	807,367	4,134	811,501
Lone Star	2,703,602	109,241	2,812,843
TOTAL WORKERS' COMPENSATION FUND	\$ 3,510,970	\$ 113,375	\$ 3,624,344
STUDENT ACTIVITY TRUST & AGENCY FUND 865			
TexPool	<u>173,178</u>	<u>\$ 30,940</u>	<u>\$ 204,117</u>
GRAND TOTALS	<u>\$ 71,335,929</u>	<u>\$ (10,821,824)</u>	<u>\$ 55,915,492</u>

**SEGUIN INDEPENDENT SCHOOL DISTRICT
INVESTMENT REPORT
FIRST QUARTER ENDED SEPTEMBER 30, 2022**

<u>YIELD ON INVESTMENTS</u>	<u>AVERAGE BALANCE</u>	<u>INTEREST INCOME</u>	<u>YIELD</u>
GENERAL OPERATING FUND 199			
TexPool - Local Maintenance	831,131	4,237	2.023%
Lone Star	11,963,234	88,932	2.949%
Logic	425,429	2,245	2.093%
MBIA	8,944,171	49,546	2.198%
TOTAL GENERAL OPERATING FUND	\$ 22,163,966	\$ 144,960	2.595%
CHILD NUTRITION FUND 240			
Lone Star	\$ 2,467,157	\$ 13,922	2.239%
INTEREST AND SINKING FUND 599			
TexPool	1,095,479	5,600	2.028%
Lone Star	10,509,485	34,977	1.320%
TOTAL INTEREST & SINKING FUND	\$ 11,604,964	\$ 40,577	1.387%
2021 SCHOOL BUILDING FUND 620			
Lone Star	\$ 17,936,018	\$ 2,245	2.093%
OAK PARK MALL ENTERPRISE FUND 711			
TexPool	\$ 282,568	\$ 1,447	2.031%
WORKER'S COMPENSATION SELF-INSURANCE FUND 753			
TexPool	808,611	4,134	2.028%
Lone Star	2,875,517	16,604	2.291%
TOTAL WORKER'S COMPENSATION FUND	\$ 3,684,127	\$ 20,738	2.233%
STUDENT ACTIVITY TRUST & AGENCY FUND 865			
TexPool	\$ 179,470	\$ 927	2.048%
TOTAL INTEREST FOR ALL FUNDS	\$ 58,318,270	\$ 224,815	1.529%
BENCHMARK YIELDS			
3-Month US Treasury Bill			2.753%
6-Month US Treasury Bill			3.247%
One Year US Treasury Bill			3.398%
Two Year US Treasury Bill			3.382%

**SEGUIN INDEPENDENT SCHOOL DISTRICT
FIRST QUARTER ENDED SEPTEMBER 30, 2022**

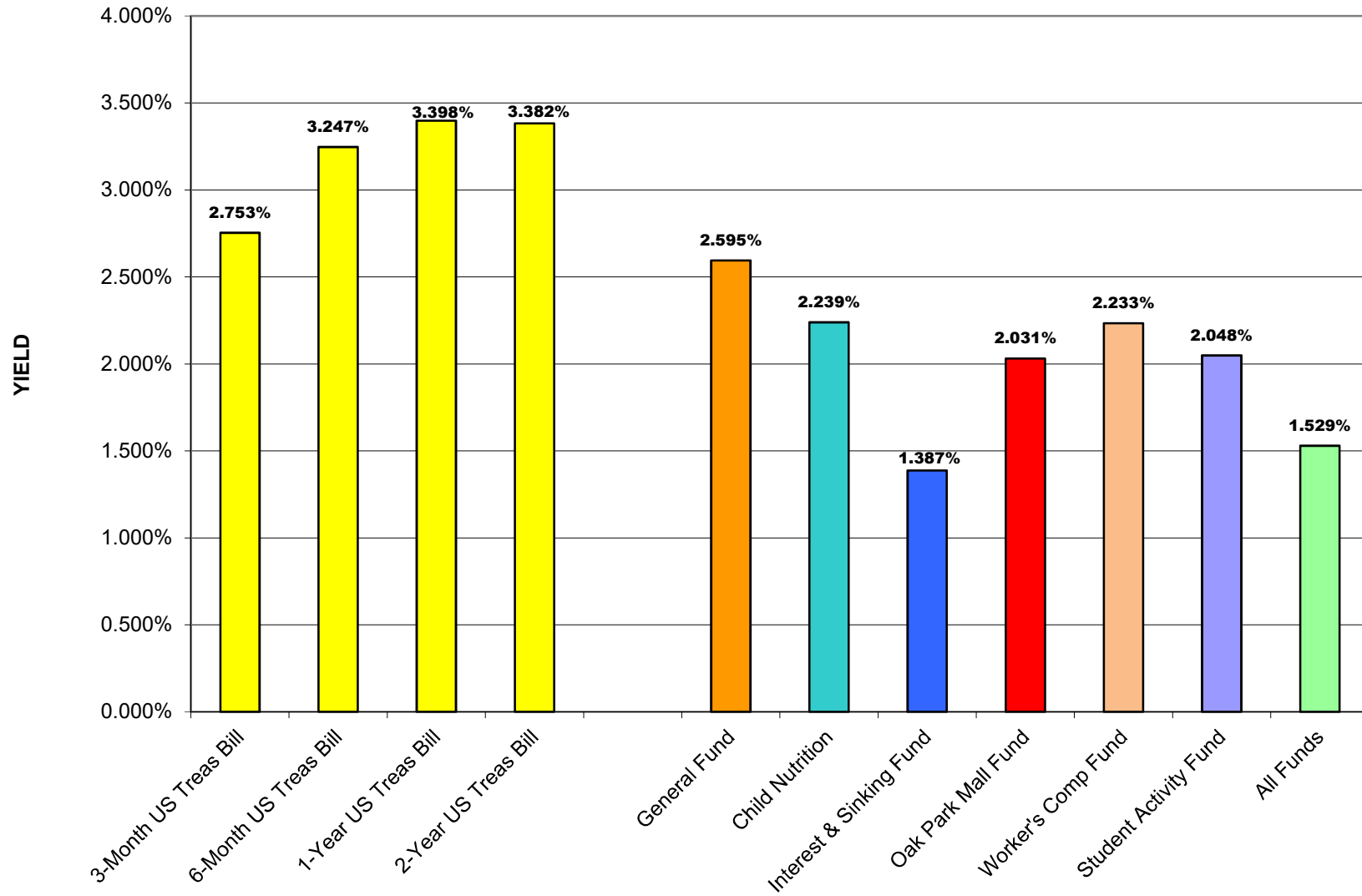


Exhibit - Investment Report

ACTION ITEM: **Approval of District-Wide Facilities Maintenance, Electrical Equipment, Parts, And Services (RFP #: 21-04)**

RECOMMENDATION: That the Board of Trustees approve to contract with each of the recommended respondents, as reflected in the attached exhibit, for Facilities Maintenance, Electrical Equipment, Parts, and Services.

RATIONALE: A Request for Proposals (RFP#: 21-04) was issued on August 7, 2020, for Facilities Maintenance, Electrical Equipment, Parts, and Services. The bid was competitively solicited in compliance with Board Policy. Of the one responses received, all met the RFP requirements. With approval from the Board of Trustees, the following respondent will be added to the list of approved vendors for this RFP: Aurora Environmental Services, LLC. The list of previously approved vendors is available on the Bids page of the District [website](#). All approved vendors will continue to qualify under this RFP for the remaining contract term, which will end on June 30, 2023.

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


PAPERWORK IMPACT: None

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

EXHIBITS: Vendor Recommendation Form

RESOURCE PERSONNEL: Anthony Hillberg, Chief Financial Officer, CPA, RTSBA
James Pizana, Director of Maintenance and Operations
Jennifer Raske Martinez, Purchasing Coordinator, CTSBO

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


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

Date Submitted: 10/25/2022

SEGUIN INDEPENDENT SCHOOL DISTRICT
VENDOR RECOMMENDATION FORM

RFP #: 21-04, FACILITIES MAINTENANCE, ELECTRICAL EQUIPMENT, PARTS, AND SERVICES

BID CLOSING DATE: JUNE 30, 2023

ISSUING DEPARTMENT(S): MAINTENANCE

VENDOR	SERVICES PROVIDED	Recommended
Aurora Environmental Services, LLC	Waste disposal services	Y

Note:

The issuing department has evaluated all respondents based on the following criteria:

- Required documents were completed by the respondent
- Purchase price (if applicable)
- Quality and reputation
- Goods and/or services meet District needs

INFORMATION ITEM: **Information Regarding Purchases Through the Allied States Purchasing Cooperative for a total cost of \$268,496**

RECOMMENDATION: The following purchases were made through the Allied States Purchasing Cooperative:
 * Solution Tree: Reference #21-7409 Consulting, Contracted Services, Staff Development, & Related - \$268,496

RATIONALE: Seguin ISD participates in several purchasing cooperatives. A purchasing cooperative is an administrative agency created in accordance with various state statutes. All catalogs and items available for purchase on the cooperative are competitively procured and awarded by the cooperative's board of trustees.

Additional information regarding these purchases is provided below:
 *Solution Tree provides professional development, online courses, and educational materials for K-12 educators.

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

BUDGET IMPACT / INFORMATION: Funds are provided by the ESSER 2 Fund.

EXHIBITS: None

RESOURCE PERSONNEL: Anthony Hillberg, Chief Financial Officer, CPA, RTSBA
 Jennifer Raske Martinez, Purchasing Coordinator, CTSBO

Submitted by:
 (Signature)



Date Submitted: 10/25/22

(Name)
(Address)
(Telephone)

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

INFORMATION ITEM: **Information Regarding Purchases Through the DIR Purchasing Cooperative for a total cost of \$87,048**

RECOMMENDATION: The following purchases were made through the DIR Purchasing Cooperative:

* Apple Computer, Inc: Reference #DIR-TSO-3789 Apple Branded Products - \$87,048

RATIONALE: Seguin ISD participates in several purchasing cooperatives. A purchasing cooperative is an administrative agency created in accordance with various state statutes. All catalogs and items available for purchase on the cooperative are competitively procured and awarded by the cooperative's board of trustees.

Additional information regarding these purchases is provided below:

* Apple Computer, Inc provided iMacs (62 devices detailed below) to replace existing computer labs as follows:
30 devices at each of the two middle schools
2 devices at Seguin High School

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

BUDGET IMPACT / INFORMATION: Funds are provided by the ESSER 2 Fund.

EXHIBITS: None

RESOURCE PERSONNEL: Anthony Hillberg, Chief Financial Officer, CPA, RTSBA
Jennifer Raske Martinez, Purchasing Coordinator, CTSBO

Submitted by:
(Signature)



Date Submitted: 10/25/22

(Name)
(Address)
(Telephone)

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

INFORMATION ITEM: **Information Regarding Purchases Through the Pace Purchasing Cooperative for a total cost of \$107,730**

RECOMMENDATION: The following purchases were made through the Pace Purchasing Cooperative:

* CDW LLC: Reference #P00185 Computer Hardware, Software, Services, and Supplies - \$107,730

RATIONALE: Seguin ISD participates in several purchasing cooperatives. A purchasing cooperative is an administrative agency created in accordance with various state statutes. All catalogs and items available for purchase on the cooperative are competitively procured and awarded by the cooperative's board of trustees.

Additional information regarding these purchases is provided below:

* CDW LLC provided technology products (210 devices detailed below) for each of the 7 elementary campuses as follows:
30 Chromeboxes, monitors, and other peripherals

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

BUDGET IMPACT / INFORMATION: Funds are provided by the ESSER 2 Fund.

EXHIBITS: None

RESOURCE PERSONNEL: Anthony Hillberg, Chief Financial Officer, CPA, RTSBA
Jennifer Raske Martinez, Purchasing Coordinator, CTSBO

Submitted by:
(Signature)



Date Submitted: 10/25/22

(Name)
(Address)
(Telephone)

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

INFORMATION ITEM:

Information Regarding the Contract Between Seguin ISD and The Career Academy of Training for Nursing Aide and Phlebotomy Training Services in the Amount of \$52,000

RECOMMENDATION:

That the Board of Trustees receives information regarding Seguin ISD's contract with The Career Academy of Training for nursing aide and phlebotomy training to prepare students to work in a healthcare setting such as nursing homes, hospitals, clinics, and in-home care.

RATIONALE:

The Career Academy of Training will provide curriculum, examinations, and hands-on practice for Seguin High School students for the 22-23 school year. This includes clinical experience at Nesbit Living and Recovery Center in Seguin.

REFERENCE and COMPLIANCE:

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

BUDGET IMPACT / INFORMATION:

Funds are provided by the ESSER 3 Fund.

EXHIBITS:

None

RESOURCE PERSONNEL:

Anthony Hillberg, Chief Financial Officer, CPA, RTSBA
Jennifer Raske Martinez, Purchasing Coordinator, CTSBO

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



Date Submitted: 10/25/22

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

INFORMATION ITEM:

Information Regarding the Contract Between Seguin ISD and Perdue Brandon Fielder Collins & Mott, LLP for Property Value Appeal and Audit Services in the Amount of \$75,674

RECOMMENDATION:

That the Board of Trustees receives information regarding Seguin ISD's contract with the legal firm Perdue Brando Fielder Collins & Mott, LLP, Inc to provide property value appeal and audit services related to the completion of the 2019 property value audit (2020-2021 school year) and the 2017 property value audit (2018-2019 school year).

RATIONALE:

Perdue Brandon Fielder Collins & Mott, LLP Attorneys at Law are a legal firm that focuses on government property tax collection matters.

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:

Anthony Hillberg, Chief Financial Officer, CPA, RTSBA
Jennifer Raske Martinez, Purchasing Coordinator, CTSBO

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



Date Submitted: 10/25/22

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

INFORMATION ITEM:

Information Regarding the Contract Between Seguin ISD and TANGRAM REHABILITATION NETWORK, INC. for Services Provided by ResCare Premier at Texas Hill Country School for the amount of \$426,000

RECOMMENDATION:

That the Board of Trustees receives information regarding Seguin ISD's contract with Tangram Rehabilitation Network, Inc to provide services to student(s) eligible for special education services pursuant to the "IDEA" from June 1, 2022, through July 31, 2023.

RATIONALE:

Specialized therapeutic services are required as per Individualized Education Plan.

REFERENCE and COMPLIANCE:

EHBAC (LEGAL) Special Education
EHBA (LEGAL) Special Programs
Strategic Priority 1: Improve student learning through improved instructional practice.

PAPERWORK IMPACT:

None

BUDGET IMPACT / INFORMATION:

Funds are provided in the 2022-23 budget.


EXHIBITS:

None

RESOURCE PERSONNEL:

Mark Cantu, Deputy Superintendent
Halcy Martin-Dean, Director of Special Education
Anthony Hillberg, Chief Financial Officer, CPA, RTSBA
Jennifer Raske Martinez, Purchasing Coordinator, CTSBO

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



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

Date Submitted: 10/25/22

INFORMATION ITEM: **Personnel Information - Professional Employees**

RECOMMENDATION: The Board of Trustees recognizes and acknowledges the new professional hires for the 2022 – 2023 school year and the resignations listed below.

**FOR BOARD'S
ACKNOWLEDGMENT
ELECTIONS:
TEACHERS:**

Name	Campus	Effective
Amsink, Jennifer	Ball Early Childhood	10/14/2022
Miranda, Alyssa	Vogel Elementary	10/17/2022

**BOARD'S
ACKNOWLEDGEMENT
RESIGNATIONS:**

None

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

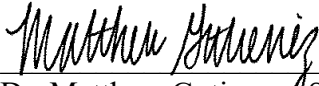
**REFERENCE and
COMPLIANCE:** DC (LEGAL), DC (LOCAL), Employment Practices

**BUDGET IMPACT/
INFORMATION:** None

**PAPERWORK
IMPACT:** This item will result in follow up communication with the employee.

EXHIBITS: Information Sheet

**RESOURCE
PERSONNEL:** Cynthia Moreno, Chief Human Resource Officer

Submitted by:  Date Submitted: 10/25/22
(Signature) Dr. Matthew Gutierrez, Superintendent
(Name) 1221 E. Kingsbury St., Seguin, TX 78155
(Address) (830) 401-8614
(Telephone)

INFORMATION ITEM: **Acknowledge Public Information Act Requests September-October, 2022**

RECOMMENDATION: That the Board of Trustees acknowledge Public Information Act requests received since Sept. 15, 2022.

RATIONALE: The purpose of this agenda item is to keep trustees apprised of the District's Public Information program.

REFERENCE and COMPLIANCE: GB (LEGAL) Public Information Program

PAPERWORK IMPACT: None

BUDGET IMPACT/ INFORMATION: None

EXHIBITS: Sept. 15-Oct. 12, 2022 Public Information Act request roster

RESOURCE PERSONNEL: Dr. Matthew Gutierrez, Superintendent
Sean Hoffmann, Chief Communications Officer

Submitted by: Matthew Gutierrez Date Submitted: 10/25/22
(Signature) _____
(Name) Dr. Matthew Gutierrez, Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614

Sequin ISD PIA requests received from Sept. 15-Oct. 12, 2022				
Date	Requester	Requested documents	Status	Action
091422 016	Hye Jung Han, Human Rights Watch	Student online monitoring and internet content filtering service providers information	In progress	Letter sent to AG 092822
092122 017	Era Quintanilla, ERP	Employee directory information	Completed	Document provided
092522 018	Lauren Bedsole	School board election information	Completed	Document provided
092822 019	Howard Hutton, U.S. Army	SHS student directory information	Completed	Document provided
092822 020	Raymond Santos, Strawbridge Studios	Ball ECC student/teacher roster	Completed	Document provided
092922 021	Ericia Alves, Catalyst Financial Group	Employee directory information	In progress	
100322 022	Krista Moreno	Name, email address, address, phone number and school for parents of students.	Completed	Document provided

ACTION ITEM: **First Reading for Consideration or Approval of Local District Update (LDU) - FFAC**

RECOMMENDATION: Recommended that the Board of Trustees approve the amended board policy FFAC (LOCAL) regarding the purchase and storage of opioid antagonist medication.

RATIONALE: To assist a person who maybe experiencing an opioid related drug overdose.

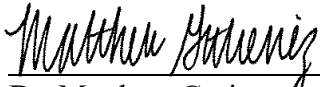
REFERENCE and COMPLIANCE: FFAC (LOCAL) Wellness and Health Services Medical Treatment

PAPERWORK IMPACT: None

BUDGET IMPACT/ INFORMATION: Minimal

EXHIBITS: FFAC Policy

RESOURCE PERSONNEL: Nikki Elaine Bittings, Chief Student Services Officer
Mark Cantú, Deputy Superintendant

Submitted by:  Date Submitted: 10/25/22
(Signature) _____
(Name) Dr. Matthew Gutierrez, Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614

No employee shall give any student prescription medication, non-prescription medication, herbal substances, anabolic steroids, or dietary supplements of any type, except as authorized by this or other District policy.

**Medication Provided
by Parent**

The Superintendent shall designate the employees who are authorized to administer medication that has been provided by a student's parent. An authorized employee is permitted to administer the following medication in accordance with administrative regulations:

1. Prescription medication in accordance with legal requirements.
2. Nonprescription medication, upon a parent's written request, when properly labeled and in the original container.
3. Herbal substances or dietary supplements provided by the parent and only if required by the individualized education program or Section 504 plan for a student with disabilities.

**Medication Provided
by District**

Except as provided by this policy, the District shall not purchase medication to administer to a student.

Emergency Basis

The District shall purchase certain nonprescription medications to administer to students only on an emergency basis and in accordance with:

1. Protocols established by the District's medical adviser who must be licensed to practice medicine in the state of Texas; and
2. Parental consent given on the emergency treatment form.

The Superintendent shall designate the employees who are authorized to administer nonprescription medication under these protocols and permissions.

Athletic Program

The District shall purchase nonprescription medication that may be used to prevent or treat illness or injury in the District's athletic program. Only a licensed athletic trainer or a physician licensed to practice medicine in the state of Texas may administer this medication and may do so only if:

1. The District has prior written consent for medication to be administered [see Medical Treatment, below]; and
2. The administration of a medication by an athletic trainer is in accordance with a standing order or procedures approved by a physician licensed to practice medicine in the state of Texas.

**Administration of
Opioid Antagonist
Medication**

The District shall purchase and store opioid antagonist medication, such as Naloxone, to assist a person who may be experiencing an opioid-related drug overdose. Only a registered nurse or other designated and trained District employee shall be authorized to administer this medication and may do so only in accordance with a standing order or procedures approved by a physician licensed to practice medicine in the state of Texas.

The Superintendent shall develop administrative procedures addressing acquisition, maintenance, expiration, disposal, and availability of opioid antagonist medication in the District, as well as employee training and emergency notification requirements.

Psychotropics

Except as permitted by law, an employee shall not:

1. Recommend to a student or a parent that the student use a psychotropic drug;
2. Suggest a particular diagnosis; or
3. Exclude the student from a class or a school-related activity because of the parent's refusal to consent to psychiatric evaluation or examination or treatment of the student.

Medical Treatment

A student's parent, legal guardian, or other person having lawful control shall annually complete and sign a form that provides emergency information and addresses authorization regarding medical treatment. A student who has reached age 18 shall be permitted to complete this form.

The District shall seek appropriate emergency care for a student as required or deemed necessary.

ACTION ITEM: **Consideration and Approval of the District and Campus Performance Objectives for the 2022-2023 School Year**

RECOMMENDATION: That the Board of Trustees approves the District and Campus Performance Objectives, as contained in the District and Campus Improvement Plans, for the 2022-2023 school year.

RATIONALE: Texas Education Code 11.251(a) states that the Board of Trustees shall annually approve both the district and campus performance objectives. These objectives form the basis of the district and campus improvement plans, with strategies and activities that lead to attainment of the objectives developed by the District and Campus site councils.


REFERENCE and COMPLIANCE: BQ(LEGAL) Planning and Decision-Making Process;

BUDGET IMPACT/ INFORMATION: Items contained in the plans are budgeted in the respective campus and district budgets. Copies of the District Performance Objectives are available in the Office of Learning, Leadership and Innovation Services at the Central Office. Additionally, the Campus Performance Objectives for each campus may be accessed at the principal's office of each campus. Upon Approval of District and Campus Performance Objectives by the Board of Trustees, improvement plans will be finalized and provided on district and campus websites.

EXHIBITS: None

RESOURCE PERSONNEL: Mark Cantú, Chief Innovation Officer
Cindy Borden, Director of Federal and State Accountability

Submitted by:

(Signature)  Date Submitted: 10/25/22
(Name) Dr. Matthew Gutierrez, Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614

ACTION ITEM: **Approval of a General State Certificate Teacher Waiver to the Texas Education Agency**

RECOMMENDATION: That the Board of Trustees approve the submission of a General Teacher Certification Waiver to the Texas Education Agency for the 2022-2023 academic year.

RATIONALE: Finding qualified certified teachers continue to be a challenge across the State of Texas. Physical Education teachers have been a particularly challenging position to fill during the 2022-2023 summer hiring season. The teacher, in need of the state waiver, is enrolled in pre-requisite physical education courses that will be completed in December. He will be ready for enrollment into the Texas Teachers Alternative Certification program in January of 2023.

REFERENCE and COMPLIANCE: DBA (LEGAL) Employment Requirements and Restrictions: Credentials and Records

PAPERWORK IMPACT: None

BUDGET IMPACT INFORMATION: None

EXHIBITS: None

RESOURCE PERSONNEL: Cynthia J. Moreno, Chief Human Resource Officer

Submitted by: Matthew Gutierrez Date Submitted: 10/25/22
(Signature) _____
(Name) Dr. Matthew Gutierrez, Superintendent
(Address) 1221 E. Kingsbury St., Seguin, Texas 78155
(Telephone) (830) 401-8614

ACTION ITEM:

Approval of Campus Website Maintenance Stipend

RECOMMENDATION:

Recommend that the Board of Trustees approve to compensate an appointed employee to maintain each campus website.

RATIONALE:

Campus websites require periodical checks to ensure accuracy of information shared with community stakeholders. Campus appointed employees will be accessible to readily available information to ensure website accuracy.

REFERENCE and COMPLIANCE:

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

PAPERWORK IMPACT:

Minimal

BUDGET IMPACT/ INFORMATION:

Elementary Campuses: \$2,500
Middle School Campuses: \$3,000
MBLC/DAEP: \$1,500
SHS: included in Campus Technician's duties and responsibilities.

Total Cost of: \$27,500.00

EXHIBITS:

None

RESOURCE PERSONNEL:

Cynthia J. Moreno, Chief of Staff and Human Resources

Submitted by:

(Signature)



Date Submitted: 10/25/22

(Name)

Dr. Matthew Gutierrez, Superintendent

(Address)

1221 E. Kingsbury St., Seguin, TX 78155

(Telephone)

(830) 401-8614

ACTION ITEM: **Discussion and Possible Action Find No Good Cause Exists for Educator Resignation**

RECOMMENDATION: Discussion and possible action to find that no good cause exists for Michael Grandys's resignation that occurred beyond the penalty free resignation date.

RATIONALE: Properly staffing classrooms with certified teachers is ever challenging. When resignations after the penalty free resignation occurs, campuses are left with the difficult task of finding a suitable replacement with a limited pool and limited timeframe.

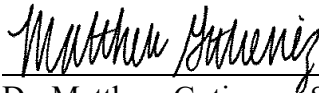
REFERENCE and COMPLIANCE: Strategic Priority #3: Create the conditions in Seguin ISD to recruit, retain and engage employees

PAPERWORK IMPACT: Minimal

BUDGET IMPACT/ INFORMATION: None

EXHIBITS: None

RESOURCE PERSONNEL: Cynthia J. Moreno, Chief Human Resources Officer

Submitted by:  Date Submitted: 10/25/22
(Signature) _____
(Name) Dr. Matthew Gutierrez, Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614