

Agenda of Regular Meeting

The Board of Trustees Seguin ISD

A Regular Meeting of the Board of Trustees of Seguin ISD will be held November 15, 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 3
 - B. Student/Staff/Board/Community Recognition 4
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. Seguin ISD Vision Week 2022 Findings 5
 - B. Middle School Performance Pay Program 14
 - C. Seguin ISD Teacher Incentive Allotment (TIA) Planning 33
 - D. Introduction of Newly Appointed Administrators 45
 - E. Seguin ISD Strategic Plan 2025 Monthly Update 46
 - F. Secondary Monthly Report 65
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 Board Minutes of Special Meeting - October 21, 2022 and Regular Meeting - October 25, 2022. 66
 - B. Approval of Tax Collection Reports for October 2022 76
 - C. Approval of Donations Received October 2022 77
 - D. Approval of Tax Roll Levy for 2022 Tax Year 79
 - E. Adoption of Resolution Stating Review of Investment Policy and Designation of Investment Officers 81
 - F. Approval of Resolution Approving Independent Sources of Instruction Relating to Investment Responsibilities 106
 - G. Personnel Information - Professional Employees 108
 - H. Acknowledge Public Information Act Requests October - November, 2022 110
- 8. **Action Items**
 - A. Approval of the Annual Comprehensive Financial Report for the Year Ended June 30, 2022 112
- 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 Seguin High School. Principal Dr. Hector Esquivel will share information on Seguin High School Celebration Station, an initiative that celebrates student and staff success.

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: Matthew Gutierrez Date Submitted: 11/15/22
(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 Jefferson ES, Barnes MS and Seguin High School**
- **Superintendent’s Apple Award**

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: Matthew Gutierrez Date Submitted: 11/15/22
(Signature) _____
(Name) Dr. Matthew Gutierrez, Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614

INFORMATION ITEM: **Seguin ISD Vision Week 2022 Findings**

RECOMMENDATION: That the Board of Trustees receives an update on findings from Vision Week 2022.

RATIONALE: Vision Week is an annual community engagement effort that supports Seguin ISD’s participation in the Systems of Great Schools (SGS) Network. Vision Week was held September 12-25, 2022 in partnership with Cospero. Targeted stakeholder groups included students, parents of Seguin ISD students, parents of non-Seguin ISD students and community members. Outreach efforts included surveys, pop up vision boards, and student vision sheets. A total of 3,635 survey responses were received.


REFERENCE and COMPLIANCE: BJA (LOCAL): Board and Community Relations

PAPERWORK IMPACT: None

BUDGET IMPACT/ INFORMATION: None

EXHIBITS: Presentation: Seguin ISD Vision Week 2022 Findings

RESOURCE PERSONNEL: Dr. Matthew Gutierrez, Superintendent of Schools
Mark Cantú, Deputy Superintendent
Sean Hoffmann, Chief Communications Officer

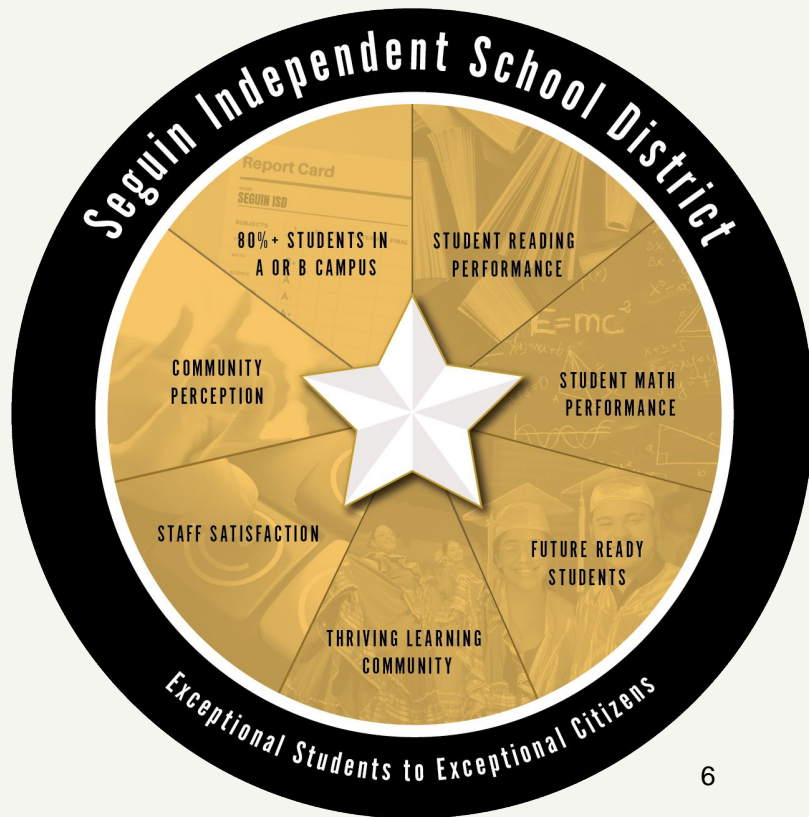
Submitted by:  Date Submitted: 11/15/22
(Signature) _____
(Name) Dr. Matthew Gutierrez, Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614



Seguin ISD Vision Week 2022 Findings

November 15, 2022

Seguin ISD Board of Trustees



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Vision Week is a week-long series of events to gather input from students, families, and community members about ensuring great opportunities for their students.



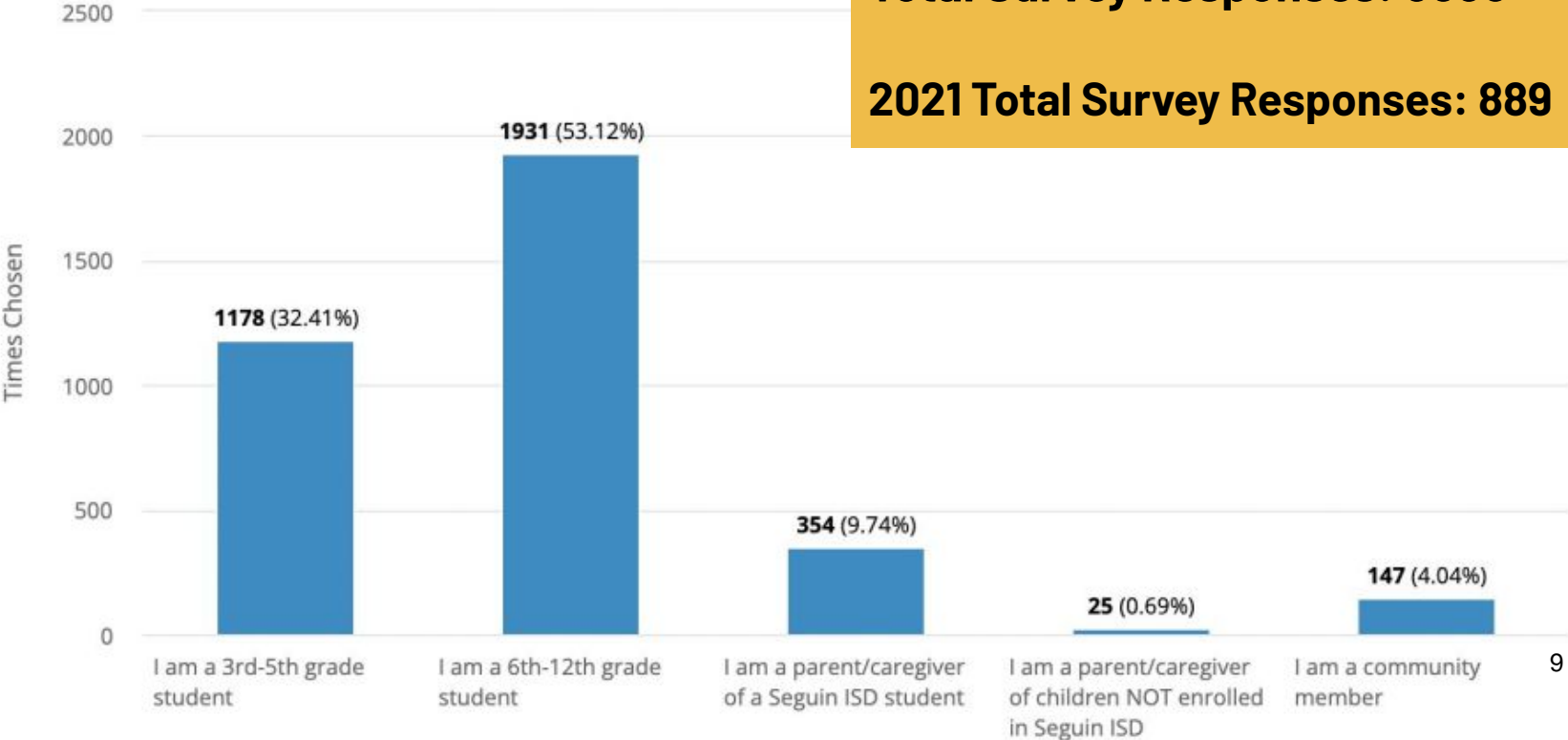
Seguin ISD Vision Week 2022 At-A-Glance

- Part of System of Great Schools (SGS) Network participation
- September 12-25, 2022
- Targeted stakeholder groups
 - Students
 - Parents of Seguin ISD students
 - Parents of non-Seguin ISD students
 - Community members
- Types of outreach:
 - Surveys
 - Pop-up vision boards
 - Student vision sheets



Seguin ISD Vision Week 2022 Response Rates

Total Survey Responses: 3635
2021 Total Survey Responses: 889



Seguin ISD Vision Week 2022 Findings

Student Findings

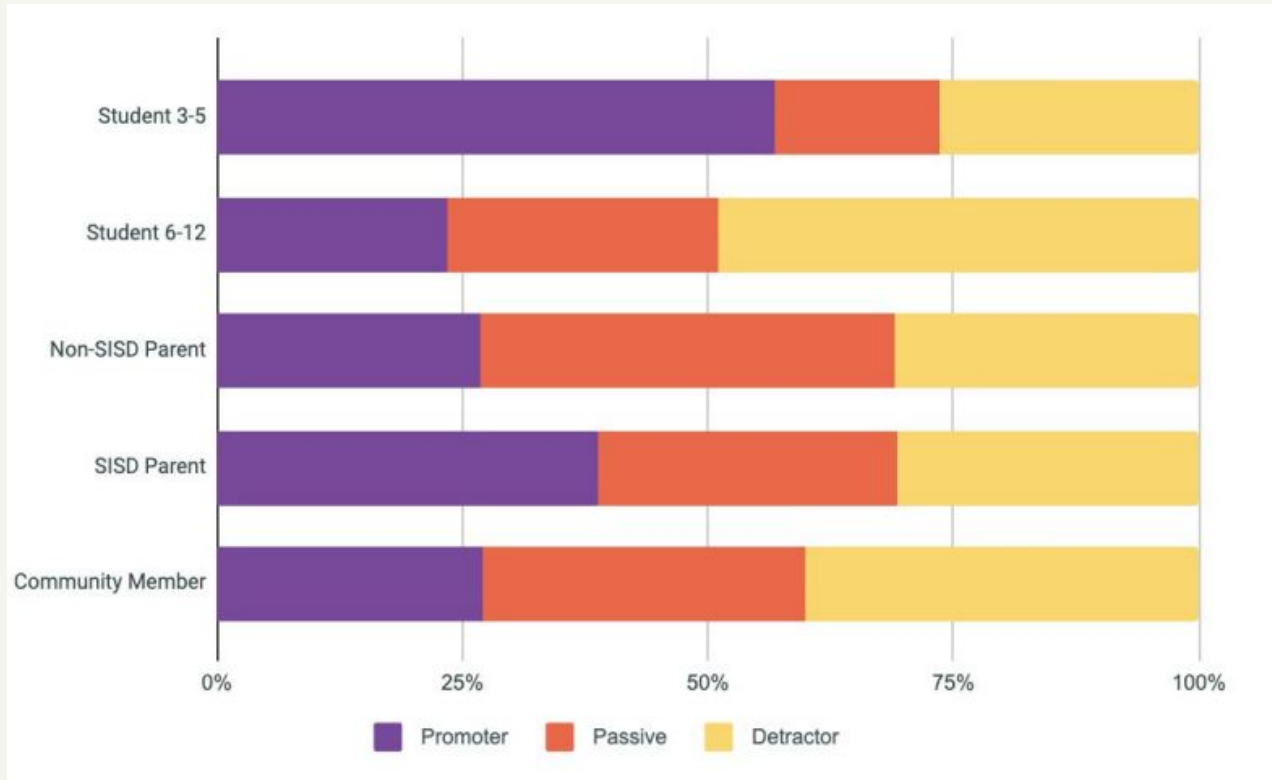
- 3-5th grade students love having the opportunity to **build meaningful relationships** with both their peers and teachers.
- 6-12th grade students indicated that having more great teachers along with **classroom learning that feels applicable to their future** would motivate them to attend school more consistently.
- Frequently absent **high school students** named **mental health issues**, like anxiety and depression, as **primary reasons for missing school**. They shared that they **do not feel accepted or supported at school**.

Seguin ISD Vision Week 2022 Findings

Parent Findings

- Parents desire **more frequent touch points with teachers** and a **streamlined way to communicate**, with all schools using the same platform.
- Parents state that **great teachers** and a **welcoming school environment** are the most important factors in considering the quality of a school.
- Parents are most interested in school models focused on **creative arts, technology, and leadership skill building**.
- Parents voiced concerns about **bullying** and don't feel that reported incidents are **taken seriously with adequate consequences**.

Sequin ISD Net Promoter Score



Seguin ISD Vision Week 2022 Next Steps

- Full report will be posted on the district website
- Community feedback helps inform what our schools become
- Current Blended Learning Redesign Campuses
 - A.J. Briesemeister MS + Jim Barnes MS: Implementation Year
 - Vogel ES: Planning Year



INFORMATION ITEM: **Middle School Performance Pay Program**

RECOMMENDATION: That the Board of Trustees receives information about the 2022 - 2023 middle school performance pay program.

RATIONALE: During the 2022 - 2023 school year, Seguin ISD will provide middle school teachers who teach a tested subject area \$5,000.00 to each teacher who meets a predetermined goal set by Seguin ISD. We believe that high performing teachers should be compensated for increasing student achievement as measured by the 2023 STAAR assessments.

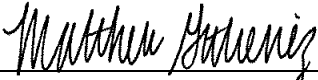
REFERENCE and COMPLIANCE: Seguin ISD Strategic Goal #7: 80% of more of Seguin ISD students will be enrolled in a campus that is rated A or B by August 2025

PAPERWORK IMPACT: N/A

BUDGET IMPACT/ INFORMATION: Local Budget

EXHIBITS: Presentation: Middle School Performance Pay Program

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

Submitted by:  Date Submitted: 11/15/22
(Signature) Dr. Matthew Gutierrez, Superintendent
(Name) 1221 E. Kingsbury St., Seguin, TX 78155
(Address) (830) 401-8614
(Telephone)



Seguin ISD Middle School Performance Pay Plan

November 2022





Mission: To cultivate, inspire, and empower students to grow and learn.

Vision: Exceptional students to exceptional citizens

Strategic Priorities

Objectives the District wants to achieve

1. Creating + Supporting Future Ready Students
2. Supporting + Valuing Staff
3. Developing Relationships with Family + the Community
4. Creating a Thriving Learning Community



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Strategic Goals

Long-range measures to achieve priorities

Goal #1 (HB3): Increase the percentage of third grade students who score meets grade level or above on **STAAR Reading** from 40% to 54% by August 2025.

Goal #2 (HB3): Increase the percentage of third grade students who score meets grade level or above on **STAAR Mathematics** from 35% to 49% by August 2025.

Goal #3 (HB3): Increase the percentage of graduates who meet the **College, Career, or Military Readiness (CCMR) requirements** from 39% to 73% by August 2025.

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

Goal #5: Seguin ISD will improve **staff satisfaction** as determined by the Organizational Health Inventory.

Goal #6: Seguin ISD will improve **student, staff, parent, and community perception** as determined by the Net Promoter score.

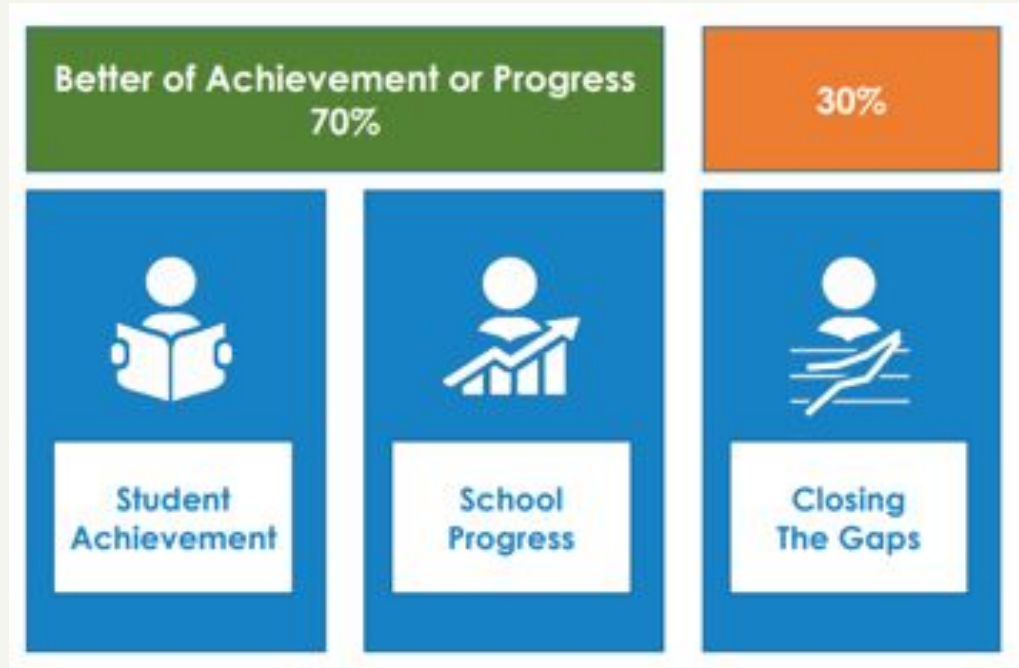
Goal #7: (SGS Goal) 80% or more of SISD students will be enrolled in a campus that is **rated A or B** by August 2025.¹⁸



Performance Pay Plan

- \$5000 for every middle school teacher who teaches a STAAR tested content area and meets the performance goals set for this school year.
- Goals are set by class type
- Goals will allow campus to meet a “B” in growth and a “C” in performance

2022 Accountability

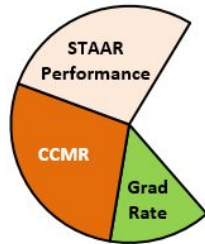


Domain I: Student Achievement



Elementary and Middle Schools

1. STAAR Performance



High Schools, K-12 Schools and Districts with College, Career, & Military Readiness (CCMR)

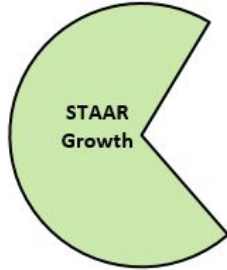
1. STAAR Performance (40%)
2. State CCMR (40%)
3. State Graduation Rate (20%)

Domain II-A: Academic Growth



Elementary and Middle Schools

1. STAAR Growth



High Schools, K-12 Schools and Districts with CCMR (including AEs)

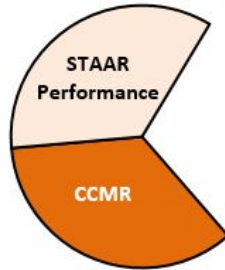
1. STAAR Growth

Domain II-B: Relative Performance



Elementary and Middle Schools

1. STAAR Performance

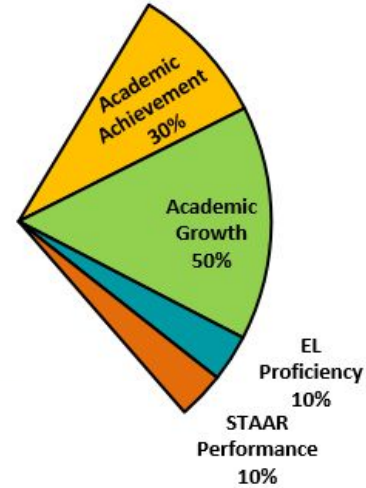


High Schools, K-12 Schools and Districts with CCMR

1. STAAR Performance
2. State CCMR

Domain III: Closing the Gaps

Elementary and Middle Schools



Domain III Components

➤ Academic Achievement

- ❑ % age of tests results (in Reading and in Math) at the **Meets Grade Level or Above** standard

➤ Academic Growth

- ❑ Academic Growth score (in Reading and in Math)

➤ English Language Proficiency

- ❑ % of current ELs making progress toward achieving English language proficiency (based on TELPAS composite score in 2021-2022 compared to 2020-2021)

➤ Student Success: STAAR Performance

- ❑ STAAR Performance score (average of Approaches, Meets and Masters rates) across All Subjects



Domain III Targets for Elementary and Middle Schools

Domain III: Closing the Gaps Targets by Component for Elementary and Middle Schools

(Minimum Size Criteria: 10 for All Students group | 25 for other student groups)

		All Students	Af Amer	Hisp	White	Amer Ind	Asian	Pac Isl	2 or More Races	EcoDis	EL (+Monitor)	SpEd (Current)	SpEd (Former)	Cont Enroll	Non-cont Enroll
Academic Achievement: % Meets Grade Level or Above												WEIGHT	30%		
Reading	Target	44	32	37	60	43	74	45	56	33	29	19	36	46	42
Math	Target	46	31	40	59	45	82	50	54	36	40	23	44	47	45
Academic Growth: Growth Score by Subject												WEIGHT	50%		
Reading	Target	66	62	65	69	67	77	67	68	64	64	59	65	66	67
Math	Target	71	67	69	74	71	86	74	73	68	68	61	70	71	70
EL Language Proficiency: % of EL Students with Increased Level of Proficiency												WEIGHT	10%		
Target											42				
Student Success: STAAR Performance Score across All Subjects												WEIGHT	10%		
Target		47	36	41	58	46	73	48	55	38	37	23	43	48	45



Performance Goals

The MS performance goals were calculated based on the following:

- data trends over time by each cohort and grade,
- current cohort's performance on STAAR last year,
- SISD district goals,
- and the required calculations to earn a C or better with the goal calculator for each campus in DOMAIN 1 - Performance
- growth should result in a B or better DOMAIN 2a - Academic Growth.

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[*SOURCE DATA](#)

Math Performance Goals

6th - 8th grade Math Courses	Approaches Goal	Meets Goal	Masters Goal
6th Math	65%	30%	12%
6th Advanced Math	98%	90%	60%
7th Math	55%	20%	8%
7th Advanced Math	85%	50%	18%
8th Math	55%	15%	8%
8th Algebra Advanced	95%	70%	45%

RLA Performance Goals

6th - 8th grade Reading Courses	Approaches Goal	Meets Goal	Masters Goal
6th RLA	75%	42%	20%
6th Advanced RLA	93%	90%	60%
7th RLA	65%	32%	20%
7th Advanced RLA	90%	60%	40%
8th RLA	65%	30%	15%
8th Advanced RLA	95%	75%	50%

Science and Social Studies Performance Goals

8th grade Science Courses	Approaches Goal	Meets Goal	Masters Goal
8th Science	60%	25%	16%
8th Advanced Science	75%	40%	25%
8th GT Science	85%	50%	45%

8th grade Social Studies Courses	Approaches Goal	Meets Goal	Masters Goal
8th Social Studies	62%	28%	14%
8th Adv Social Studies	75%	38%	30 18%

HQIM Implications

What is HQIM?

- Curricular resources that:
 - Ensure full coverage of **grade-level appropriate TEKS**
 - Are aligned to **evidence-based best practices** in the relevant content area
 - Support **all learners**, including students with disabilities served by special education, emergent bilinguals, and students identified as gifted and talented
 - Enable **frequent progress monitoring** through embedded and aligned assessments
 - Include **implementation supports** for teachers, including teacher-facing and student-facing, lesson-level materials

HQIM Implications

Types of Coherence

Within HQIM

Teachers and selected materials utilize consistent vocabulary terms and tools year-to-year from elementary to secondary levels to support all learners, including English Learners.

Year-to-Year

Grade level content builds year-to-year. Teachers regularly connect or ask students to connect what they have learned from previous years.

"In third grade you learned how to add and subtract fractions with the same denominator, this year we will learn how to add and subtract fractions with different denominators. Let's start with what we know ..."

Unit-to-Unit

Units are sequenced to build on each other over the course of the school year. Students and teacher regularly connect and build on what they know from previous units.

"Last unit we studied linear expressions between two quantities, this unit we will begin to discuss what happens when there is not a constant rate of change."

Day-to-Day

Teachers and students make connections and build on what they know from previous lessons.

"Over the past few days we have been studying complex fractions, their meaning, and comparing numbers, yesterday we used modeling to ... today we will continue to model ..."

Customization within the HQIM will be allowed as long as it does not interfere with the **coherence & integrity** of the program. More specifics will be reviewed during PLCs.

INFORMATION ITEM: **Seguin ISD Teacher Incentive Allotment (TIA) Planning**

RECOMMENDATION: That the Board of Trustees receives an update on the plan to implement the Teacher Incentive Allotment (TIA).

RATIONALE: House Bill (HB) 3 established the Teacher Incentive Allotment (TIA) to recognize effective teachers on three different levels: Recognized, Exemplary and Master. These teacher designations generate additional teacher-focused allotment funding for districts in order for them to reward their top performers. Developing a local teacher designation system requires significant planning, robust stakeholder engagement, adequate time to prepare all necessary materials for rollout and a strong communication plan prior to the first implementation year.

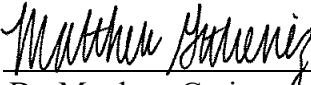
REFERENCE and COMPLIANCE: Seguin ISD Strategic Goal #5: Seguin ISD will increase staff satisfaction as determined by the Organizational Health Inventory (OHI)

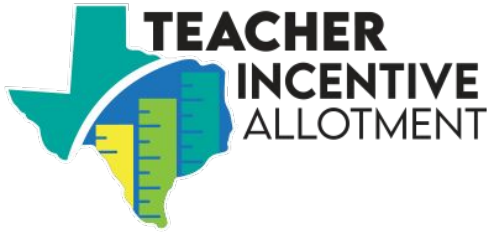
PAPERWORK IMPACT: N/A

BUDGET IMPACT/ INFORMATION: TEA/Legislative Allotment Funded

EXHIBITS: Presentation: SISD Teacher Incentive Allotment (TIA)

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

Submitted by:  Date Submitted: 11/15/22
(Signature) Dr. Matthew Gutierrez, Superintendent
(Name) 1221 E. Kingsbury St., Seguin, TX 78155
(Address) (830) 401-8614
(Telephone)



Teacher Incentive Allotment

Seguin ISD Planning Committee



What is TIA?

TIA was established by HB 3 with a stated goal of a six-figure salary for teachers. TIA allotment funds help Texas school systems reward, retain, and recruit highly effective teachers. The funding formula prioritizes high needs and rural campuses.

“The state should set a goal to ensure that its top teachers have a realistic path to a \$100,000 annual salary.” “In addition to helping attract and keep their effective educators in the classroom, public schools implementing these systems would be able to identify their more effective educators

and then provide incentives for them to teach at their most challenged campuses, increasing the equitable distribution of effective educators.” (TEA, 2019)

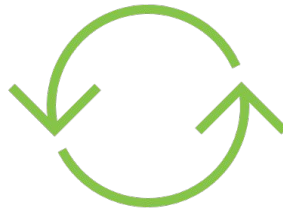
<https://tiatexas.org/about-teacher-incentive-allotment/>

Why TIA?

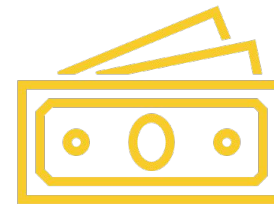
To support districts in independently **building and sustaining strategic compensation systems** that differentiate teacher effectiveness. These systems will **incentivize teachers to stay, support more robust recruitment, and make the profession more desirable.**



Recruit



Retain



Reward

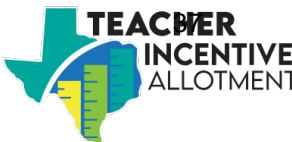
Supporting the Teaching Profession

Challenges

- High teacher turnover (esp. in first 5 years)
- Disproportionate placement of beginning teachers at high needs schools
- Perception of teaching as not rewarding teachers for effectiveness

Positive Impacts

- Accurate teacher appraisals lead to continued development and growth
- Recognition of teacher effectiveness leads to improving practice
- Retention of effective teachers
- Recruitment into the district
- Ability to reward teachers at high-needs schools



Key Points



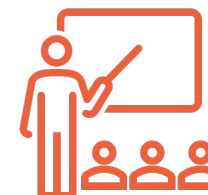
**3 Designation
Levels:
Recognized,
Exemplary,
Master**



**\$3K-\$32K
annually to
districts per
designated
teacher**



**Greater funding
at high-needs
and/or rural
campuses**



**At least 90% of
funds go to
teacher
compensation
(student facing
instructional
staff) on
designated
teacher's
campus**



**5- year
designation
validity
regardless of
teaching
assignment,
campus or
district**

How Teachers Earn Designations

Local Designation System

- District-created system
- District system requires approval
- District determines and issues teacher designations



National Board Certification

- Individual teacher achieves National Board Certification
- Districts may choose to support cohorts of National Board candidates



District System Components



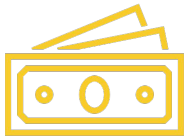
Teacher Observation

Observation based on T-TESS or aligned rubric. District application must show evidence of calibration and data analysis.



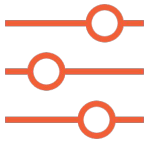
Student Growth

Student growth measured at the individual student level that can be linked to the applicable teacher. District application must show evidence of validity & reliability of development, administration, and scoring.



Spending Plan

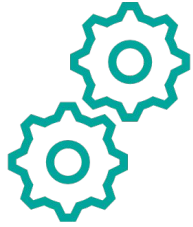
Districts must spend at least 90% on teacher compensation for student-facing instructional roles and may reserve up to 10% for supporting the TIA system or in supporting teachers in earning a designation by 8/31 each year.



Optional Components

Districts may consider additional factors in make designations (e.g., mentoring other teachers, teacher leadership, family surveys, student surveys, etc.).

Cohort F Application Timeline



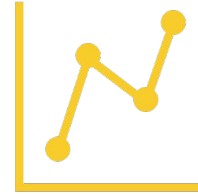
Pre-Application 2021-2022

- System Development
- Stakeholder Engagement



Year 1 2022-2023

- System Application (posts on November 1st)
- TIA Teacher Buy-In Survey



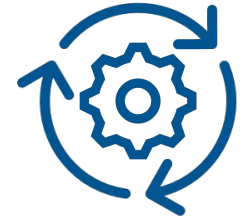
Year 2 2023-2024

- Capture Data



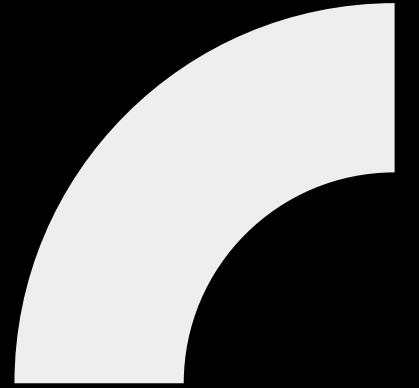
Year 3 2024-2025

- Data Submission
- Full System Approval
- Designate & Compensate
- Expansion & Modifications
- TIA Annual Evaluation Surveys
- Annual Program Submission



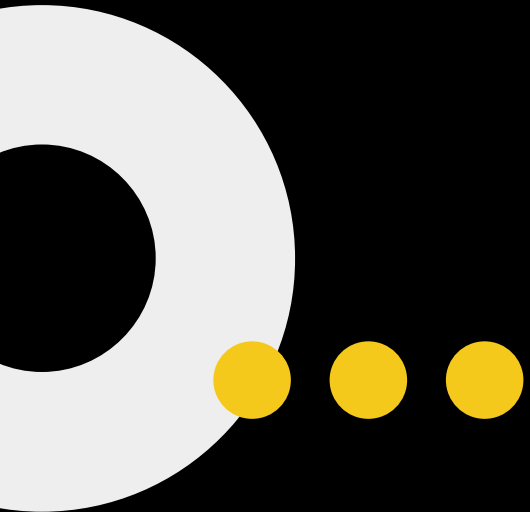
Post-Approval 2025-2030

- New or Higher Designations
- Expansion and Modifications
- Annual Program Submission
- TIA Annual Evaluation Surveys



SISD

Process & Timeline



Subcommittees

Teacher Observation Protocols

Christine Perez, Director of
School Leadership

Monica Franco, Elementary
Education Coordinator

Student Growth Measure

Andrea Jaramillo, Deputy
Chief of Innovation &
Learning

Amanda Hardwick, Secondary
RLA & Social Studies
Coordinator

Compensation & District Support

Cindy Moreno, Chief Human
Resources Officer

Danica Murillo, Deputy Chief
of Human Resources

SISD Timeline

Nov-Dec

Subcommittee
meetings

Teacher Overview
sessions

Jan-Feb

Planning
Committee
Midstream check

Subcommittee
meetings

Campus faculty
meetings

March

Final TIA Planning
Committee
meeting

April

Submit TIA
application

INFORMATION ITEM: **Introduction of Newly Appointed Administrators**

RECOMMENDATION: The Board acknowledge the newly appointed 2022-2023 Administrative Hires.

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

REFERENCE and COMPLIANCE: DCB (LOCAL), Employment Practices, Probationary and Term Contracts

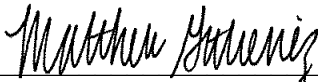
BUDGET IMPACT/ INFORMATION: None

PAPERWORK IMPACT: None

EXHIBITS: None

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

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

 Date Submitted: 11/15/22
Dr. Matthew Gutierrez, Superintendent
1221 E. Kingsbury St., Seguin, TX 78155
(830) 401-8614

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.

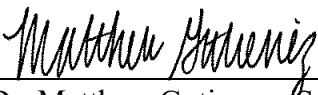
REFERENCE and COMPLIANCE: AE (LOCAL): Educational Philosophy and TEC §4.001, 4.002

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

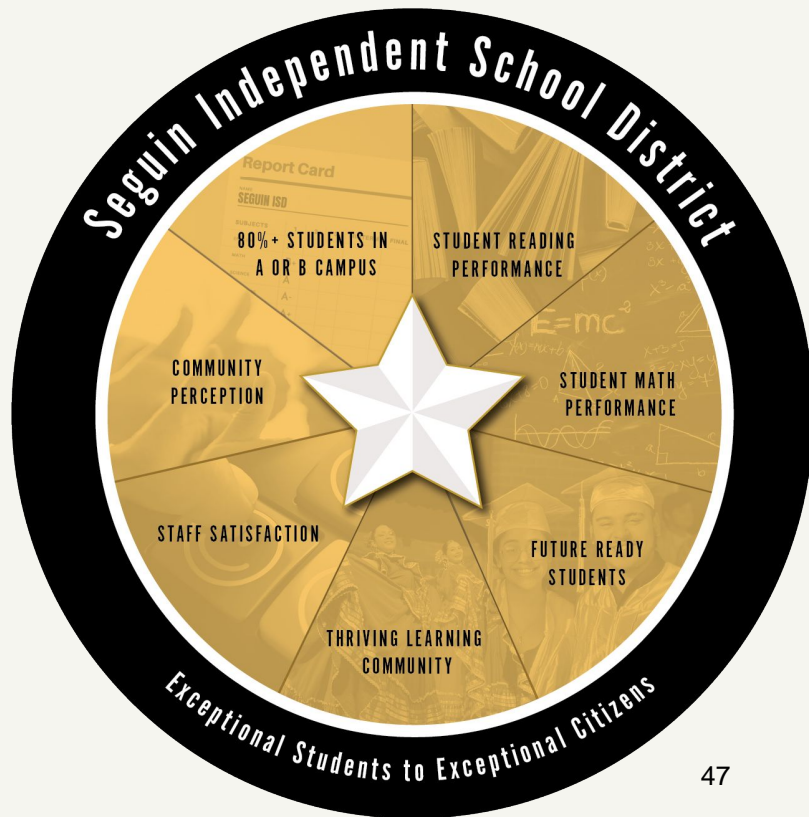
Submitted by:  Date Submitted: 11/15/22
(Signature) _____
(Name) Dr. Matthew Gutierrez, Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614



Seguin ISD Strategic Plan 2025 Monthly Update

November 15, 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

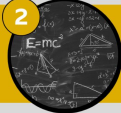
Seguin Independent School District

STRATEGIC GOALS



1 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.



2 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.



3 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.



4 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.



5 Staff Satisfaction

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



6 Community Perception

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



7 80% Students in A or B campuses

80% or more of SISK 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 ⁴⁸



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.	Complete

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.	Off Track
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.	On 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.	Complete
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.	On 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.	On 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)	Nearly Off Track
4.5.1 Research and implement a tool to collect baseline data on the belonging needs of students, families, and staff.	Nearly Off 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.	Off Track
4.7.3 Convene a staff Whole Child work group comprised of teachers to make recommendations to address staff concerns.	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: Equitable Student Experiences

Chair: Mark Cantu

Strategic Priority #1:

Creating and Supporting Future-Ready Students

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 4.3

By the end of the 2023-2024 school year, 100% of students and families will engage in annual "pathways to an exceptional future" planning.



Strategic Actions

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



Bright Spot

A SISD Pathways Planning Committee was formed to work on these strategic actions. The cross-departmental committee includes Counselors, CCMR Directors, the Fine Arts Director and Vogel ES Principal.

Committee members are excited about the project and have made connections to existing work streams.

Highlights

- The SISD Pathways Planning Committee meets regularly (every 3-4 weeks)
- Spring 2023 Goal: 100% of 5th and 8th grade students and families will engage in annual “pathways to an exceptional future planning”
- Two meetings have been held with the full Seguin ISD counseling team
- Possible pathway options are still being explored



Sequin ISD Strategic Plan 2025: Area of Focus

Strategic Actions that Require Re-Focusing

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).



Area of Focus

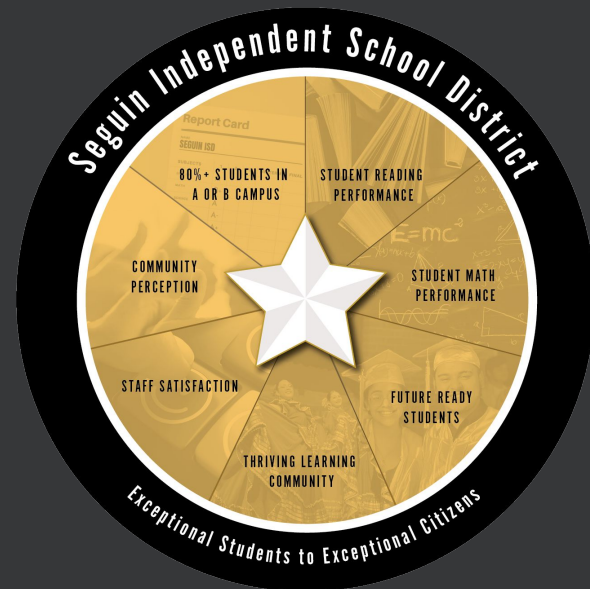
Ensuring Seguin High School discipline supports and restorative practices can be fully implemented. Identifying potential and/or existing barriers to problem solve.

Problem Solving Actions

- Barriers:
 - Reset Center not fully staffed
 - Balancing academics + student culture
 - Campus roles + responsibilities
- Ensuring discipline data is included on every weekly check-in agenda
- Recently held a cross-departmental district meeting to refine systems so that campus data can be pulled easier



December Meeting: Quarterly Update on Seguin ISD Goals



INFORMATION ITEM: **Secondary Monthly Report**

RECOMMENDATION: That the Board of Trustees receives an update regarding Seguin High School, 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: Seguin High School Presentation
Briesemeister Presentation
Jim Barnes Presentation

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

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

 Date Submitted: 11/15/22
Dr. Matthew Gutierrez, Superintendent
1221 E. Kingsbury St., Seguin, TX 78155
(830) 401-8614

Minutes of Special Meeting

The Board of Trustees

Seguin ISD

A Special Meeting of the Board of Trustees of Seguin ISD was held Friday, October 21, 2022, beginning at 12:00 PM in the Board Room, 1221 E. Kingsbury, Seguin, Texas.

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

Absent:

Also Present: 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 Innovation & Learning; Cynthia Moreno, Chief Human Resources Officer; and Nancy Ramirez, Superintendent Secretary

1. Call to Order

- A. Mr. Jenkins called the meeting to order at 12:00 p.m. and a quorum was established.
- B. The meeting of the Seguin ISD has been duly called and notice of this meeting has been posted in accordance with the Texas Open Meetings Act, Section 551.043 of the Texas Government Code.
- C. The pledges were led by Mr. Jenkins, followed by a moment of silence.

2. Audience with the Board

Josh Bright signed up to address the Board regarding Intersession.

3. Closed Meeting: The Board went into closed session at 12:04 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 § 551.072 - Discuss the sale, purchase, exchange, lease, or value of real property.

4. Open Session: The Board reconvened into open session at 12:20 p.m.

A. Consideration and Possible Action, Including Adoption of a Resolution Approving the Purchase of Approximately 25 Acres of Real Property Located at the 6500 Block of FM 725, New Braunfels, Texas and Delegate Authority to the Superintendent to Negotiate and Execute the Necessary Documents to Effectuate the Purchase of Said Property

Mrs. Crettenden moved, seconded by Mrs. Moreno to adopt the resolution approving the purchase of approximately 25 acres of real property located at the 6500 Block of FM 725, New Braunfels, Texas for \$1,375,000.00 and delegate authority to the Superintendent to negotiate and execute the necessary documents to effectuate the purchase of said property.

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

5. Adjourn

Mr. Amador moved, seconded by Mrs. Crettenden to adjourn the meeting. The meeting adjourned at 12:23 p.m.

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

Secretary/November 15, 2022

President/November 15, 2022

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, October 25, 2022, beginning at 6:30 PM in the Board Room, 1221 E. Kingsbury, Seguin, Texas.

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

Absent: Denise Crettenden, Nikki, Bittings

Also Present: 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; Cynthia Moreno, Chief Human Resources Officer; Trisha Eckols, McQueeney Elementary Principal, Robert Arriola, A.J. Briesemeister Middle School Associate Principal; Jason Schmidt, Jim Barnes Middle School Principal; Cynthia Borden, Director of Federal and State Accountability; Cynthia Lasseter, Multilingual Education Coordinator; 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 Corbett Klesel, third grade student from McQueeney Elementary 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 virtual Town Hall scheduled for November 1st at 5 p.m. and encouraged eligible voters to cast a ballot during early voting or on Election Day, November 8th.

D. Board Member Reports:

The Board did not share any reports.

2. Recognition/Campus Presentations

A. Campus Highlight

The presentation was provided courtesy of McQueeney Elementary School. Mrs. Eckols, principal, staff and students shared information highlighting after school clubs and how they expand student learning and give them access to skills and social opportunities they might not have otherwise.

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 Corbett Klesel, third grade student at McQueeney Elementary, Daniel Pinon, eight grade student at Briesemeister Middle School and Lorenzo Rodriguez, 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 Kelly Follis, Director of Community Outreach and Seguin Education Foundation, as the October recipient of the Superintendent’s Leadership Award for going above and beyond daily duties to cultivate, inspire, empower and support our teachers, students, and Seguin community.

- **2022 MASBA Awards**

Dr. Gutierrez was honored to recognize Anna Lisa Vargas, Early College High School Director as the recipient of the MASBA Outstanding College Pathway Initiative Award for making positive impacts on all students within public school districts and continuing to save families more than 1.8 million dollars in tuition costs and fees for college. He was also honored to recognize our Dual Language teachers as the recipients of the MASBA Outstanding Educator Support Initiative Award whom also positively impact our Dual Language students by researching, rewriting, and delivering high quality lessons to our students.

3. Audience with the Board

No one signed up to address the Board.

4. Reports/Information Items:

A. Submission of a Class Size Waiver to the Texas Education Agency

The Board of Trustees received information regarding the submission of a class size waiver to the Texas Education Agency (TEA) for the 2022-2023 academic year. 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.

B. Bilingual Education Exception and English as a Second Language Waivers

The Board of Trustees received information regarding 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. 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.

C. Seguin ISD 2021-2022 Bilingual/English as a Second Language (ESL) Program Evaluation and Texas English Language Proficiency Assessment (TELPAS) Results

The Board of Trustees received a report on the Seguin ISD 2021-2022 Bilingual/ESL Program Evaluation and TELPAS results. 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 were presented.

D. Secondary Monthly Report

The Board of Trustees received an update regarding both middle schools, A.J. Briesemeister and Jim Barnes Middle Schools. 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.

E. Seguin ISD Strategic Plan 2025 Monthly Update

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 began in September 2022.

F. Report Board of Trustees Continuing Education Hours

The Board of Trustees received information regarding the continuing education hours for the Seguin ISD Board of Trustees. 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.

- **Carl Jenkins** - **District 1 – Exceeded Required Training Hours**
- **Alejandro R. Guerra** - **District 2 – Exceeded Required Training Hours**
- **Cinde Thomas-Jimenez** - **District 3 – Exceeded Required Training Hours**
- **Linda Duncan** - **District 4 – Exceeded Required Training Hours**
- **Denise Crettenden** - **District 5 – Exceeded Required Training Hours**
- **Ben Amador** - **District 6 – Exceeded Required Training Hours**
- **Glenda Moreno** - **District 7 – Exceeded Required Training Hours**

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** – No action was taken.
 - A. Possible action to approve professional personnel, including appointment, employment, evaluation, assignment, duties, discipline or dismissal of employee(s).
7. **Consent Agenda Items – Consider and Possible Approval:**
 - A. Approval of Board Minutes for:**
Amended Regular Meeting, August 23, 2022
Regular Meeting, September 27, 2022
 - B. Approval of Tax Collection Reports for September 2022**
The Board of Trustees approved the Guadalupe County Tax Office Monthly Recap from Daryl John, Guadalupe County Tax Assessor-Collector for September 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 Proposed Budget Amendments & Financial Statements for August 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 August 31, 2022.
 - D. Approval of Proposed Budget Amendments & Financial Statements for September 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 September 30, 2022.
 - E. Approval of Donations Received September 2022**
The Board of Trustees approved the donations received by the District during the month of September 2022 in the amount of \$1,200.00 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 Investment Report for the First Quarter Ended September 30, 2022**
The Board of Trustees approved the Investment Report for the Quarter Ended September 30, 2022. 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.
 - G. 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: 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.

H. Information Regarding Purchases Through the Allied States Purchasing Cooperative for a total cost of \$268,496

The Board of Trustees received information regarding the purchases through the Allied States Purchasing Cooperative:

* Solution Tree: Reference #21-7409 Consulting, Contracted Services, Staff Development, & Related - \$268,496

I. Information Regarding Purchases Through the DIR Purchasing Cooperative for a total cost of \$87,048

The Board of Trustees received information regarding the purchases through the DIR Purchasing Cooperative:

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

J. 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:

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

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

The Board of Trustees received 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.

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

The Board of Trustees received 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).

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

The Board of Trustees received 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.

N. 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
Amsink, Jennifer	Ball Early Childhood	10/14/2022
Miranda, Alyssa	Vogel Elementary	10/17/2022

Resignations: None

O. Acknowledge Public Information Act Requests September-October, 2022

The Board of Trustees received information regarding the Public Information Act requests received since September 15, 2022. The purpose of this agenda item is to keep trustees apprised of the District’s Public Information program.

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

A. Approval of Board Minutes for:

Amended Regular Meeting, August 23, 2022

Regular Meeting, September 27, 2022

B. Approval of Tax Collection Reports for September 2022

C. Approval of Proposed Budget Amendments & Financial Statements for August 2022

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

E. Approval of Donations Received September 2022

F. Approval of Investment Report for the First Quarter Ended September 30, 2022

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

H. Information Regarding Purchases Through the Allied States Purchasing Cooperative for a total cost of \$268,496

I. Information Regarding Purchases Through the DIR Purchasing Cooperative for a total cost of \$87,048

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

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

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

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

N. Personnel Information – Professional Employees

O. Acknowledge Public Information Act Requests September-October, 2022

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

Nays: None

The Board recessed from 8:01 p.m. until 8:10 p.m.

8. Action Items:

A. First Reading for Consideration or Approval of Local District Update (LDU) - FFAC

Mr. Amador moved, seconded by Mr. Jenkins to approve the amended board policy FFAC (LOCAL) regarding the purchase and storage of opioid antagonist medication, which is used to assist a person who may be experiencing an opioid related drug overdose.

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

Nays: None

B. Consideration and Approval of the District and Campus Performance Objectives for the 2022-2023 School Year

Mr. Jenkins moved, seconded by Mr. Guerra to approve the District and Campus Performance Objectives, as contained in the District and Campus Improvement Plans, for the 2022-2023 school year. 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.

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

Nays: None

C. Approval of a General State Certificate Teacher Waiver to the Texas Education Agency

Mr. Amador moved, seconded by Mr. Jenkins to approve the submission of a General Teacher Certification Waiver to the Texas Education Agency for the 2022-2023 academic year. 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.

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

Nays: None

D. Approval of Campus Website Maintenance Stipend

Mr. Amador moved, seconded by Mrs. Moreno to approve to compensate an appointed employee to maintain each campus website. 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.

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

Nays: None

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

Mr. Guerra moved, seconded by Mr. Amador to find that no good cause exists for Michael Grandys's resignation that occurred beyond the penalty free resignation date. 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.

Ayes: Amador, 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

Mr. Amador moved, seconded by Mrs. Thomas-Jimenez to adjourn the meeting. The meeting adjourned at 8:30 p.m.

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

Nays: None

Secretary/November 15, 2022

President/November 15, 2022

ACTION ITEM:

Approval of Tax Collection Reports for October 2022

RECOMMENDATION:

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

Current	\$	427,486
Delinquent		84,162
Penalty and Interest		21,754
Total Monthly Collections	\$	<u>533,401</u>
Total Tax Collections Year to Date	\$	<u>1,213,394</u>
Delinquent Tax Levy		2,718,827
Percent Collected through October 2022		28.72%
Percent of Tax Levy Collected last year		43.06%

EXHIBITS:

None

RESOURCE PERSONNEL:

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

Submitted by:

(Signature)

(Name)

(Address)

(Telephone)



Date Submitted: 11/15/22

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

ACTION ITEM:

Approval of Donations Received October 2022

RECOMMENDATION:

That the Board of Trustees approve donations received by the District during the month of October 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)



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

Date Submitted: 11/15/22

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

Donor	Purpose	Campus Receiving Donation	Date Rcvd	Amount	Board Approval
Angel Pest Control	FFA swine barn needs	Seguin High School FFA Program	10/01/22	\$ 250.00	Pending
Kirchner Women's Clinic	National Convention costs	Seguin High School FFA Program	10/18/22	\$ 1,000.00	Pending
Bluebonnet Chrysler Dodge	FFA program needs	Seguin High School FFA Program	10/21/22	\$ 1,000.00	Pending

NOTE: This listing includes only documented, unsolicited donations received by the District during October 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 Tax Roll Levy for 2022 Tax Year**

RECOMMENDATION: That the Board of Trustees approve the 2022 tax roll levy as presented.

RATIONALE: In accordance with the Texas Property Tax Code, the Board of Trustees shall approve the tax roll levy for the Seguin Independent School District. The property tax levy is calculated after certified values are received from the Guadalupe Appraisal District and the District sets the tax rates.


REFERENCE and COMPLIANCE: CCG (LEGAL) - Local Revenue Sources Ad Valorem Taxes

PAPERWORK IMPACT: None

BUDGET IMPACT / INFORMATION: The certification reflects total assessed value of \$5.794 billion, taxable value of \$4.853 billion and total 2022 Ad Valorem Tax Levy of \$56,922,458. The levy represents \$39.36 million for the General Operating Fund and \$17.53 million for the Debt Service Fund. The total tax rate adopted for 2022 is \$1.2496.

EXHIBITS: Final Roll Report for the Tax Year 2022 as submitted by the Guadalupe County Tax Assessor-Collector, Daryl John.

RESOURCE PERSONNEL: Anthony Hillberg, Chief Financial Officer, CPA, RTSBA

Submitted by:  Date Submitted: 11/15/22
(Signature) _____
(Name) Dr. Matthew Gutierrez, Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614

Final Roll Report

Date: 11/02/2022

Tax Year: 2022

Roll Group: ROLL GROUP 1

Taxing Unit Totals - Tax Roll									
Taxing Unit	Number of Properties	Total Assessed Value	Exemptions		Total Taxable Value	Tax Rate	Total Taxes Owed	Credit Adjustments	
			Number of Properties	Total Amount				Number of Properties	Total Credit Freeze
SSG	31,186	5,794,749,835	15,488	941,573,763	4,853,176,072	1.24960000	56,891,829.41	5,537	(3,753,463.85)
									7277708.0700

Levy Fund Totals			
Taxing Unit	Levy Fund	Tax Rate	Total Taxes Owed
SSG	Interest & Sinking	0.38500000	17,528,294.64
	Maintenance & Operations	0.86460000	39,363,534.77
	Penalty for Late Rendition		29,096.93
	Penalty for Late Rendition Admin Fee		1,531.58
Total:			56,922,457.92

Special Assessment Totals		
Special Assessment	Number of Properties	Total Amount Owed
Penalty for Late Rendition	352	29,096.93
Penalty for Late Rendition Admin Fee	352	1,531.58
Total	704	30,628.51

Tax Cycle & Special Assessment Grand Totals	
Tax Cycle	Total Amount Owed
Special Assessments	30,628.51
Cycle1	56,891,829.41
Total	56,922,457.92

ACTION ITEM:

Adoption of Resolution Stating Review of Investment Policy and Designation of Investment Officers

RECOMMENDATION:

That the Board of Trustees adopt the attached resolution stating review of investment policy and investment strategies for the Seguin Independent School District and naming Investment Officers for the District.

RATIONALE:

The attached resolution states that the Board of Trustees has reviewed the investment policy, and names the Superintendent, the Chief Financial Officer, and the General Ledger Specialist as the District's investment officers.

The investment policy of the District primarily emphasizes safety or principal and liquidity with additional consideration of diversification of the portfolio and investment yield. Authorized investments are designated and are all authorized by the Texas Public Funds Investment Act. Policies CDA (Legal) and CDA (Local) have been reviewed by the Chief Financial Officer. There have been no legislative changes to CDA (Legal) and no changes are recommended for CDA (Local). Both policies are attached.

BOARD POLICY REFERENCE and COMPLIANCE:

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

PAPERWORK IMPACT:

None

BUDGET IMPACT / INFORMATION:

None

EXHIBITS:

Exhibit 1 - Resolution
Exhibit 2 - Board Policy

RESOURCE PERSONNEL:

Anthony Hillberg, Chief Financial Officer, CPA, RTSBA

Submitted by:

(Signature)

(Name)

(Address)

(Telephone)



Date Submitted: 11/15/22

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

**Resolution Stating Review of Investment Policy
And Investment Strategies for the
Seguin Independent School District**

Whereas, School Board policy CDA (Legal) requires the Board of Trustees to review its investment policy and investment strategies not less than annually;

Whereas, the Board of Trustees of the Seguin Independent School District, "District", adopted Investment Policies for the District, in the form attached hereto as Exhibit "2," pursuant to Board policy CDA (Legal);

And Whereas, the Board of Trustees wishes to designate one or more employees of the District as investment officer to be responsible for the investment of its funds consistent with the Investment Policy;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE SEGUIN INDEPENDENT SCHOOL DISTRICT THAT:

Section 1. The Investment Policy, in the form attached hereto as Exhibit "2," and investment strategies contained in such policy has been reviewed and is hereby adopted with no changes.

Section 2. The Superintendent, the Chief Financial Officer, and the General Ledger Specialist are hereby named as investment officers of the District to be responsible for the investment of its funds consistent with the Investment Policy.

Section 3. The provisions of the Resolution shall be effective as of the date of adoption and shall remain in effect until modified by action of the Board of Trustees.

Adopted this 15th Day of November 2022.

Signature of President, Board of Trustees

Attest:

Signature of Secretary, Board of Trustees

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All investments made by a district shall comply with the Public Funds Investment Act (Texas Government Code Chapter 2256, Subchapter A) and all federal, state, and local statutes, rules, or regulations. *Gov't Code 2256.026*

Definitions

Bond Proceeds	"Bond proceeds" means the proceeds from the sale of bonds, notes, and other obligations issued by a district, and reserves and funds maintained by a district for debt service purposes.
Investment Pool	"Investment pool" means an entity created under the Texas Government Code to invest public funds jointly on behalf of the entities that participate in the pool and whose investment objectives in order of priority are preservation and safety of principal, liquidity, and yield.
Pooled Fund Group	"Pooled fund group" means an internally created fund of a district in which one or more institutional accounts of a district are invested.
Separately Invested Asset	"Separately invested asset" means an account or fund of a district that is not invested in a pooled fund group. <i>Gov't Code 2256.002(1), (6), (9), (12)</i>
Pledged Revenue	"Pledged revenue" means money pledged to the payment of or as security for: <ol style="list-style-type: none">1. Bonds or other indebtedness issued by a district;2. Obligations under a lease, installment sale, or other agreement of a district; or3. Certificates of participation in a debt or obligation described by item 1 or 2. <i>Gov't Code 2256.0208(a)</i>
Repurchase Agreement	"Repurchase agreement" means a simultaneous agreement to buy, hold for a specified time, and sell back at a future date obligations, described by Government Code 2256.009(a)(1) (obligations of governmental entities) or 2256.013 (commercial paper) or if applicable, 2256.0204 (corporate bonds), at a market value at the time the funds are disbursed of not less than the principal amount of the funds disbursed. The term includes a direct security repurchase agreement and a reverse security repurchase agreement. <i>Gov't Code 2256.011(b)</i>
Hedging	"Hedging" means acting to protect against economic loss due to price fluctuation of a commodity or related investment by entering

into an offsetting position or using a financial agreement or producer price agreement in a correlated security, index, or other commodity.

Eligible Entity

“Eligible entity” means a political subdivision that has:

1. A principal amount of at least \$250 million in outstanding long-term indebtedness, long-term indebtedness proposed to be issued, or a combination of outstanding long-term indebtedness and long-term indebtedness proposed to be issued; and
2. Outstanding long-term indebtedness that is rated in one of the four highest rating categories for long-term debt instruments by a nationally recognized rating agency for municipal securities, without regard to the effect of any credit agreement or other form of credit enhancement entered into in connection with the obligation.

Eligible Project

“Eligible project” has the meaning assigned by Government Code 1371.001 (issuance of obligations for certain public improvements).

Gov’t Code 2256.0207(a)

Corporate Bond

“Corporate bond” means a senior secured debt obligation issued by a domestic business entity and rated not lower than “AA-” or the equivalent by a nationally recognized investment rating firm. The term does not include a debt obligation that, on conversion, would result in the holder becoming a stockholder or shareholder in the entity, or any affiliate or subsidiary of the entity, that issued the debt obligation, or is an unsecured debt obligation. *Gov’t Code 2256.0204(a)*

Written Policies

The board shall adopt by rule, order, ordinance, or resolution, as appropriate, a written investment policy regarding the investment of its funds and funds under its control. The investment policies must primarily emphasize safety of principal and liquidity and must address investment diversification, yield, and maturity and the quality and capability of investment management. The policies must include:

1. A list of the types of authorized investments in which the district’s funds may be invested;
2. The maximum allowable stated maturity of any individual investment owned by the district;
3. For pooled fund groups, the maximum dollar-weighted average maturity allowed based on the stated maturity date of the portfolio;

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(LEGAL)

4. Methods to monitor the market price of investments acquired with public funds;
5. A requirement for settlement of all transactions, except investment pool funds and mutual funds, on a delivery versus payment basis; and
6. Procedures to monitor rating changes in investments acquired with public funds and the liquidation of such investments consistent with the provisions of Government Code 2256.021 [see Loss of Required Rating, below].

Gov't Code 2256.005(a), (b)

Annual Review

The board shall review its investment policy and investment strategies not less than annually. The board shall adopt a written instrument by rule, order, ordinance, or resolution stating that it has reviewed the investment policy and investment strategies and that the written instrument so adopted shall record any changes made to either the investment policy or investment strategies. *Gov't Code 2256.005(e)*

Annual Audit

A district shall perform a compliance audit of management controls on investments and adherence to the district's established investment policies. The compliance audit shall be performed in conjunction with the annual financial audit. *Gov't Code 2256.005(m)*

Investment
Strategies

As an integral part of the investment policy, the board shall adopt a separate written investment strategy for each of the funds or group of funds under the board's control. Each investment strategy must describe the investment objectives for the particular fund using the following priorities in order of importance:

1. Understanding of the suitability of the investment to the financial requirements of the district;
2. Preservation and safety of principal;
3. Liquidity;
4. Marketability of the investment if the need arises to liquidate the investment before maturity;
5. Diversification of the investment portfolio; and
6. Yield.

Gov't Code 2256.005(d)

Investment Officer

A district shall designate by rule, order, ordinance, or resolution, as appropriate, one or more officers or employees as investment officer(s) to be responsible for the investment of its funds consistent

with the investment policy adopted by the board. If the board has contracted with another investing entity to invest its funds, the investment officer of the other investing entity is considered to be the investment officer of the contracting board's district. In the administration of the duties of an investment officer, the person designated as investment officer shall exercise the judgment and care, under prevailing circumstances, that a prudent person would exercise in the management of the person's own affairs, but the board retains the ultimate responsibility as fiduciaries of the assets of the district. Unless authorized by law, a person may not deposit, withdraw, transfer, or manage in any other manner the funds of the district. Authority granted to a person to invest the district's funds is effective until rescinded by the district or until termination of the person's employment by a district, or for an investment management firm, until the expiration of the contract with the district. *Gov't Code 2256.005(f)*

A district or investment officer may use the district's employees or the services of a contractor of the district to aid the investment officer in the execution of the officer's duties under Government Code, Chapter 2256. *Gov't Code 2256.003(c)*

Investment Training Investment training must include education in investment controls, security risks, strategy risks, market risks, diversification of investment portfolio, and compliance with the Public Funds Investment Act. *Gov't Code 2256.008(c)*

Initial Within 12 months after taking office or assuming duties, the treasurer, the chief financial officer if the treasurer is not the chief financial officer, and the investment officer of a district shall attend at least one training session from an independent source approved by the board or a designated investment committee advising the investment officer. This initial training must contain at least ten hours of instruction relating to their respective responsibilities under the Public Funds Investment Act. *Gov't Code 2256.008(a)*

Ongoing The treasurer, or the chief financial officer if the treasurer is not the chief financial officer, and the investment officer of a district shall attend an investment training session not less than once in a two-year period that begins on the first day of the district's fiscal year and consists of the two consecutive fiscal years after that date, and receive not less than eight hours of instruction relating to investment responsibilities under the Public Funds Investment Act from an independent source approved by the board or by a designated investment committee advising the investment officer. *Gov't Code 2256.008(a-1)*

Exception The ongoing training requirement does not apply to the treasurer, chief financial officer, or investment officer of a district if:

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1. The district does not invest district funds or only deposits those funds in interest-bearing deposit accounts or certificates of deposit as authorized by Government Code 2256.010; and
2. The treasurer, chief financial officer, or investment officer annually submits to the agency a sworn affidavit identifying the applicable criteria under item 1 that apply to the district.

Gov't Code 2256.008(g)

Standard of Care

Investments shall be made with judgment and care, under prevailing circumstances, that a person of prudence, discretion, and intelligence would exercise in the management of the person's own affairs, not for speculation, but for investment, considering the probable safety of capital and the probable income to be derived. Investment of funds shall be governed by the following objectives, in order of priority:

1. Preservation and safety of principal;
2. Liquidity; and
3. Yield.

In determining whether an investment officer has exercised prudence with respect to an investment decision, the following shall be taken into consideration:

1. The investment of all funds, or funds under the district's control, over which the officer had responsibility rather than the prudence of a single investment; and
2. Whether the investment decision was consistent with the district's written investment policy.

Gov't Code 2256.006

Personal Interest

A district investment officer who has a personal business relationship with a business organization offering to engage in an investment transaction with the district shall file a statement disclosing that personal business interest. An investment officer who is related within the second degree by affinity or consanguinity, as determined by Government Code Chapter 573 (nepotism prohibition), to an individual seeking to sell an investment to the investment officer's district shall file a statement disclosing that relationship. A required statement must be filed with the board and with the Texas Ethics Commission. For purposes of this policy, an investment officer has a personal business relationship with a business organization if:

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1. The investment officer owns ten percent or more of the voting stock or shares of the business organization or owns \$5,000 or more of the fair market value of the business organization;
2. Funds received by the investment officer from the business organization exceed ten percent of the investment officer's gross income for the previous year; or
3. The investment officer has acquired from the business organization during the previous year investments with a book value of \$2,500 or more for the personal account of the investment officer.

Gov't Code 2256.005(i)

Quarterly Reports

Not less than quarterly, the investment officer shall prepare and submit to the board a written report of investment transactions for all funds covered by the Public Funds Investment Act for the preceding reporting period. This report shall be presented not less than quarterly to the board and the superintendent within a reasonable time after the end of the period. The report must:

1. Describe in detail the investment position of the district on the date of the report;
2. Be prepared jointly and signed by all district investment officers;
3. Contain a summary statement of each pooled fund group that states the:
 - a. Beginning market value for the reporting period;
 - b. Ending market value for the period; and
 - c. Fully accrued interest for the reporting period;
4. State the book value and market value of each separately invested asset at the end of the reporting period by the type of asset and fund type invested;
5. State the maturity date of each separately invested asset that has a maturity date;
6. State the account or fund or pooled group fund in the district for which each individual investment was acquired; and
7. State the compliance of the investment portfolio of the district as it relates to the investment strategy expressed in the district's investment policy and relevant provisions of the Public Funds Investment Act.

If a district invests in other than money market mutual funds, investment pools or accounts offered by its depository bank in the form of certificates of deposit, or money market accounts or similar accounts, the reports prepared by the investment officers shall be formally reviewed at least annually by an independent auditor, and the result of the review shall be reported to the board by that auditor.

Gov't Code 2256.023

Selection of Broker

The board or the designated investment committee shall, at least annually, review, revise, and adopt a list of qualified brokers that are authorized to engage in investment transactions with a district.

Gov't Code 2256.025

Bond Proceeds

The investment officer of a district may invest bond proceeds or pledged revenue only to the extent permitted by the Public Funds Investment Act, in accordance with:

1. Statutory provisions governing the debt issuance or the agreement, as applicable; and
2. The district's investment policy regarding the debt issuance or the agreement, as applicable.

Gov't Code 2256.0208(b)

Authorized Investments

A board may purchase, sell, and invest its funds and funds under its control in investments described below, in compliance with its adopted investment policies and according to the standard of care set out in this policy. *Gov't Code 2256.003(a)*

In the exercise of these powers, the board may contract with an investment management firm registered under the Investment Advisers Act of 1940 (15 U.S.C. Section 80b-1 et seq.) or with the State Securities Board to provide for the investment and management of its public funds or other funds under its control. A contract made under this authority may not be for a term longer than two years. A renewal or extension of the contract must be made by the board by order, ordinance, or resolution. *Gov't Code 2256.003(b)*

The board may specify in its investment policy that any authorized investment is not suitable. *Gov't Code 2256.005(j)*

Obligations of
Governmental
Entities

The following are authorized investments:

1. Obligations, including letters of credit, of the United States or its agencies and instrumentalities, including the Federal Home Loan Banks;

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(LEGAL)

2. Direct obligations of this state or its agencies and instrumentalities;
3. Collateralized mortgage obligations directly issued by a federal agency or instrumentality of the United States, the underlying security for which is guaranteed by an agency or instrumentality of the United States;
4. Other obligations, the principal and interest of which are unconditionally guaranteed or insured by, or backed by the full faith and credit of, this state, the United States, or their respective agencies and instrumentalities, including obligations that are fully guaranteed or insured by the Federal Deposit Insurance Corporation (FDIC) or by the explicit full faith and credit of the United States;
5. Obligations of states, agencies, counties, cities, and other political subdivisions of any state rated as to investment quality by a nationally recognized investment rating firm not less than A or its equivalent;
6. Bonds issued, assumed, or guaranteed by the state of Israel;
7. Interest-bearing banking deposits that are guaranteed or insured by the FDIC or its successor, or the National Credit Union Share Insurance Fund or its successor; and
8. Interest-bearing banking deposits other than those described at item 7 above if:
 - a. The funds are invested through a broker with a main office or a branch office in this state that the district selects from a list the board or designated investment committee of the district adopts as required at Selection of Broker above or a depository institution with a main office or a branch office in this state and that the district selects;
 - b. The broker or depository institution selected as described above arranges for the deposit of the funds in the banking deposits in one or more federally insured depository institutions, regardless of where located, for the district's account;
 - c. The full amount of the principal and accrued interest of the banking deposits is insured by the United States or an instrumentality of the United States; and
 - d. The district appoints as the district's custodian of the banking deposits issued for the district's account the de-

pository institution selected as described above, an entity described by Government Code 2257.041(d) (custodian with which to deposit securities), or a clearing broker-dealer registered with the Securities and Exchange Commission and operating under Rule 15c3-3 (17 C.F.R. Section 240.15c3-3).

Gov't Code 2256.009(a)

*Unauthorized
Obligations*

The following investments are not authorized:

1. Obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal;
2. Obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest;
3. Collateralized mortgage obligations that have a stated final maturity date of greater than ten years; and
4. Collateralized mortgage obligations the interest rate of which is determined by an index that adjusts opposite to the changes in a market index.

Gov't Code 2256.009(b)

Certificates of
Deposit and Share
Certificates

A certificate of deposit or share certificate is an authorized investment if the certificate is issued by a depository institution that has its main office or a branch office in Texas and is:

1. Guaranteed or insured by the FDIC or its successor or the National Credit Union Share Insurance Fund or its successor;
2. Secured by obligations described at Obligations of Governmental Entities, above, including mortgage backed securities directly issued by a federal agency or instrumentality that have a market value of not less than the principal amount of the certificates, but excluding those mortgage backed securities described at Unauthorized Obligations, above; or
3. Secured in accordance with Government Code Chapter 2257 (Public Funds Collateral Act) or in any other manner and amount provided by law for the deposits of the district.

Gov't Code 2256.010(a)

In addition to the authority to invest funds in certificates of deposit under the previous section, an investment in certificates of deposit made in accordance with the following conditions is an authorized investment:

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1. The funds are invested by the district through a broker that has its main office or a branch office in this state and is selected from a list adopted by the district as required at Selection of Broker, above or a depository institution that has its main office or a branch office in this state and that is selected by the district;
2. The broker or depository institution selected by the district arranges for the deposit of the funds in certificates of deposit in one or more federally insured depository institutions, wherever located, for the account of the district;
3. The full amount of the principal and accrued interest of each of the certificates of deposit is insured by the United States or an instrumentality of the United States; and
4. The district appoints the depository institution selected by the district, an entity described by Government Code 2257.041(d) (custodian with which to deposit securities), or a clearing broker-dealer registered with the Securities and Exchange Commission and operating pursuant to Securities and Exchange Commission Rule 15c3-3 (17 C.F.R. Section 240.15c3-3) as custodian for the district with respect to the certificates of deposit issued for the account of the district.

Gov't Code 2256.010(b)

The district's investment policies may provide that bids for certificates of deposit be solicited orally, in writing, electronically, or in any combination of those methods. *Gov't Code 2256.005(c)*

Repurchase
Agreements

A fully collateralized repurchase agreement is an authorized investment if it:

1. Has a defined termination date;
2. Is secured by a combination of cash and obligations described by Government Code 2256.009(a)(1) (obligations of governmental entities) or 2256.013 (commercial paper) or if applicable, 2256.0204 (corporate bonds);
3. Requires the securities being purchased by the district or cash held by the district to be pledged to the district, held in the district's name, and deposited at the time the investment is made with the district or a third party selected and approved by the district; and
4. Is placed through a primary government securities dealer, as defined by the Federal Reserve or a financial institution doing business in Texas.

The term of any reverse security repurchase agreement may not exceed 90 days after the date the reverse security repurchase agreement is delivered. Money received by a district under the terms of a reverse security repurchase agreement shall be used to acquire additional authorized investments, but the term of the authorized investments acquired must mature not later than the expiration date stated in the reverse security repurchase agreement.

Government Code 1371.059(c) (validity and incontestability of obligations for certain public improvements) applies to the execution of a repurchase agreement by a district.

Gov't Code 2256.011

Securities Lending
Program

A securities lending program is an authorized investment if:

1. The value of securities loaned is not less than 100 percent collateralized, including accrued income;
2. A loan allows for termination at any time;
3. A loan is secured by:
 - a. Pledged securities described at Obligations of Governmental Entities, above;
 - b. Pledged irrevocable letters of credit issued by a bank that is organized and existing under the laws of the United States or any other state, and continuously rated by at least one nationally recognized investment rating firm at not less than A or its equivalent; or
 - c. Cash invested in accordance with Government Code 2256.009 (obligations of governmental entities), 2256.013 (commercial paper), 2256.014 (mutual funds), or 2256.016 (investment pools);
4. The terms of a loan require that the securities being held as collateral be pledged to the district, held in the district's name, and deposited at the time the investment is made with the district or with a third party selected by or approved by the district; and
5. A loan is placed through a primary government securities dealer, as defined by 5 C.F.R. Section 6801.102(f), as that regulation existed on September 1, 2003, or a financial institution doing business in this state.

An agreement to lend securities under a securities lending program must have a term of one year or less.

Gov't Code 2256.0115

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(LEGAL)

Banker's
Acceptances

A banker's acceptance is an authorized investment if it:

1. Has a stated maturity of 270 days or fewer from the date of issuance;
2. Will be, in accordance with its terms, liquidated in full at maturity;
3. Is eligible for collateral for borrowing from a Federal Reserve Bank; and
4. Is accepted by a bank organized and existing under the laws of the United States or any state, if the short-term obligations of the bank, or of a bank holding company of which the bank is the largest subsidiary, are rated not less than A-1 or P-1 or an equivalent rating by at least on nationally recognized credit rating agency.

Gov't Code 2256.012

Commercial Paper

Commercial paper is an authorized investment if it has a stated maturity of 365 days or fewer from the date of issuance; and is rated not less than A-1 or P-1 or an equivalent rating by at least:

1. Two nationally recognized credit rating agencies; or
2. One nationally recognized credit rating agency and is fully secured by an irrevocable letter of credit issued by a bank organized and existing under the laws of the United States law or any state.

Gov't Code 2256.013

Mutual Funds

A no-load money market mutual fund is an authorized investment if the mutual fund:

1. Is registered with and regulated by the Securities and Exchange Commission;
2. Provides the district with a prospectus and other information required by the Securities and Exchange Act of 1934 (15 U.S.C. 78a et seq.) or the Investment Company Act of 1940 (15 U.S.C. 80a-1 et seq.); and
3. Complies with federal Securities and Exchange Commission Rule 2a-7 (17 C.F.R. Section 270.2a-7), promulgated under the Investment Company Act of 1940 (15 U.S.C. Section 80a-1 et seq.).

Gov't Code 2256.014(a)

In addition to the no-load money market mutual fund authorized above, a no-load mutual fund is an authorized investment if it:

1. Is registered with the Securities and Exchange Commission;
2. Has an average weighted maturity of less than two years; and
3. Either has a duration of:
 - a. One year or more and is invested exclusively in obligations approved by the Public Funds Investment Act, or
 - b. Less than one year and the investment portfolio is limited to investment grade securities, excluding asset-backed securities.

Gov't Code 2256.014(b)

Limitations

A district is not authorized to:

1. Invest in the aggregate more than 15 percent of its monthly average fund balance, excluding bond proceeds and reserves and other funds held for debt service, in mutual funds described in Government Code 2256.014(b);
2. Invest any portion of bond proceeds, reserves and funds held for debt service, in mutual funds described in Government Code 2256.014(b); or
3. Invest its funds or funds under its control, including bond proceeds and reserves and other funds held for debt service, in any one mutual fund described in Government Code 2256.014(a) or (b) in an amount that exceeds ten percent of the total assets of the mutual fund.

Gov't Code 2256.014(c)

Guaranteed
Investment
Contracts

A guaranteed investment contract is an authorized investment for bond proceeds if the guaranteed investment contract:

1. Has a defined termination date;
2. Is secured by obligations described at Obligations of Governmental Entities, above, excluding those obligations described at Unauthorized Obligations, in an amount at least equal to the amount of bond proceeds invested under the contract; and
3. Is pledged to the district and deposited with the district or with a third party selected and approved by the district.

Bond proceeds, other than bond proceeds representing reserves and funds maintained for debt service purposes, may not be invested in a guaranteed investment contract with a term longer than five years from the date of issuance of the bonds.

To be eligible as an authorized investment:

1. The board must specifically authorize guaranteed investment contracts as eligible investments in the order, ordinance, or resolution authorizing the issuance of bonds;
2. The district must receive bids from at least three separate providers with no material financial interest in the bonds from which proceeds were received;
3. The district must purchase the highest yielding guaranteed investment contract for which a qualifying bid is received;
4. The price of the guaranteed investment contract must take into account the reasonably expected drawdown schedule for the bond proceeds to be invested; and
5. The provider must certify the administrative costs reasonably expected to be paid to third parties in connection with the guaranteed investment contract.

Government Code 1371.059(c) (validity and incontestability of obligations for certain public improvements) applies to the execution of a guaranteed investment contract by a district.

Gov't Code 2256.015

Investment Pools

A district may invest its funds or funds under its control through an eligible investment pool if the board by rule, order, ordinance, or resolution, as appropriate, authorizes the investment in the particular pool. *Gov't Code 2256.016, .019*

To be eligible to receive funds from and invest funds on behalf of a district, an investment pool must furnish to the investment officer or other authorized representative of the district an offering circular or other similar disclosure instrument that contains the information specified in Government Code 2256.016(b). To maintain eligibility, an investment pool must furnish to the investment officer or other authorized representative investment transaction confirmations and a monthly report that contains the information specified in Government Code 2256.016(c). A district by contract may delegate to an investment pool the authority to hold legal title as custodian of investments purchased with its local funds. *Gov't Code 2256.016(b)-(d)*

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Corporate Bonds

A district that qualifies as an issuer as defined by Government Code 1371.001 [see CCF], may purchase, sell, and invest its funds and funds under its control in corporate bonds (as defined above) that, at the time of purchase, are rated by a nationally recognized investment rating firm "AA-" or the equivalent and have a stated final maturity that is not later than the third anniversary of the date the corporate bonds were purchased.

A district is not authorized to:

1. Invest in the aggregate more than 15 percent of its monthly average fund balance, excluding bond proceeds, reserves, and other funds held for the payment of debt service, in corporate bonds; or
2. Invest more than 25 percent of the funds invested in corporate bonds in any one domestic business entity, including subsidiaries and affiliates of the entity.

A district subject to these provisions may purchase, sell, and invest its funds and funds under its control in corporate bonds if the board:

1. Amends its investment policy to authorize corporate bonds as an eligible investment;
2. Adopts procedures to provide for monitoring rating changes in corporate bonds acquired with public funds and liquidating the investment in corporate bonds; and
3. Identifies the funds eligible to be invested in corporate bonds.

The district investment officer, acting on behalf of the district, shall sell corporate bonds in which the district has invested its funds not later than the seventh day after the date a nationally recognized investment rating firm:

1. Issues a release that places the corporate bonds or the domestic business entity that issued the corporate bonds on negative credit watch or the equivalent, if the corporate bonds are rated "AA-" or the equivalent at the time the release is issued; or
2. Changes the rating on the corporate bonds to a rating lower than "AA-" or the equivalent.

Gov't Code 2256.0204

Hedging
Transactions

The board of an eligible entity (as defined above) shall establish the entity's policy regarding hedging transactions. An eligible entity may enter into hedging transactions, including hedging contracts,

and related security, credit, and insurance agreements in connection with commodities used by an eligible entity in the entity's general operations, with the acquisition or construction of a capital project, or with an eligible project. A hedging transaction must comply with the regulations of the federal Commodity Futures Trading Commission and the federal Securities and Exchange Commission.

Government Code 1371.059(c) (validity and incontestability of obligations for certain public improvements) applies to the execution by an eligible entity of a hedging contract and any related security, credit, or insurance agreement.

An eligible entity may:

1. Pledge as security for and to the payment of a hedging contract or a security, credit, or insurance agreement any general or special revenues or funds the entity is authorized by law to pledge to the payment of any other obligation.
2. Credit any amount the entity receives under a hedging contract against expenses associated with a commodity purchase.

An eligible entity's cost of or payment under a hedging contract or agreement may be considered an operation and maintenance expense, an acquisition expense, or construction expense of the eligible entity; or a project cost of an eligible project.

Gov't Code 2256.0206

Prohibited
Investments

Except as provided by Government Code 2270 (prohibited investments), a district is not required to liquidate investments that were authorized investments at the time of purchase. *Gov't Code 2256.017*

Note: As an "investing entity" under Government Code 2270.0001(7)(A), a district must comply with Chapter 2270, including reporting requirements, regarding prohibited investments in scrutinized companies listed by the comptroller in accordance with Government Code 2270.0201.

Loss of Required
Rating

An investment that requires a minimum rating does not qualify as an authorized investment during the period the investment does not have the minimum rating. A district shall take all prudent measures that are consistent with its investment policy to liquidate an investment that does not have the minimum rating. *Gov't Code 2256.021*

**Sellers of
Investments**

A written copy of the investment policy shall be presented to any business organization (as defined below) offering to engage in an investment transaction with a district. The qualified representative of the business organization offering to engage in an investment transaction with a district shall execute a written instrument in a form acceptable to the district and the business organization substantially to the effect that the business organization has:

1. Received and reviewed the district investment policy; and
2. Acknowledged that the business organization has implemented reasonable procedures and controls in an effort to preclude investment transactions conducted between the district and the organization that are not authorized by the district's investment policy, except to the extent that this authorization:
 - a. Is dependent on an analysis of the makeup of the district's entire portfolio;
 - b. Requires an interpretation of subjective investment standards; or
 - c. Relates to investment transactions of the entity that are not made through accounts or other contractual arrangements over which the business organization has accepted discretionary investment authority.

The investment officer of a district may not acquire or otherwise obtain any authorized investment described in the district's investment policy from a business organization that has not delivered to the district the instrument required above.

Gov't Code 2256.005(k)-(l)

Nothing in this section relieves the district of the responsibility for monitoring investments made by the district to determine that they are in compliance with the investment policy.

Business
Organization

For purposes of the provisions at Sellers of Investments above, "business organization" means an investment pool or investment management firm under contract with a district to invest or manage the district's investment portfolio that has accepted authority granted by the district under the contract to exercise investment discretion in regard to the district's funds.

Gov't Code 2256.005(k)

Donations

A gift, devise, or bequest made to a district to provide college scholarships for district graduates may be invested by the board as provided in Property Code 117.004 (Uniform Prudent Investor Act),

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unless otherwise specifically provided by the terms of the gift, devise, or bequest. *Education Code 45.107*

Investments donated to a district for a particular purpose or under terms of use specified by the donor are not subject to the requirements of the Public Funds Investment Act. *Gov't Code 2256.004(b)*

**Electronic Funds
Transfer**

A district may use electronic means to transfer or invest all funds collected or controlled by the district. *Gov't Code 2256.051*

Investment Authority

The Superintendent or other person designated by Board resolution shall serve as the investment officer of the District and shall invest District funds as directed by the Board and in accordance with the District's written investment policy and generally accepted accounting procedures. All investment transactions except investment pool funds and mutual funds shall be settled on a delivery versus payment basis.

**Approved
Investment
Instruments**

From those investments authorized by law and described further in CDA(LEGAL) under Authorized Investments, the Board shall permit investment of District funds, including bond proceeds and pledged revenue to the extent allowed by law, in only the following investment types, consistent with the strategies and maturities defined in this policy:

1. Obligations of, or guaranteed by, governmental entities as permitted by Government Code 2256.009.
2. Certificates of deposit and share certificates as permitted by Government Code 2256.010.
3. Fully collateralized repurchase agreements permitted by Government Code 2256.011.
4. A securities lending program as permitted by Government Code 2256.0115.
5. Banker's acceptances as permitted by Government Code 2256.012.
6. Commercial paper as permitted by Government Code 2256.013.
7. No-load mutual funds, except for bond proceeds, and no-load money market mutual funds, as permitted by Government Code 2256.014.
8. A guaranteed investment contract as an investment vehicle for bond proceeds, provided it meets the criteria and eligibility requirements established by Government Code 2256.015.
9. Public funds investment pools as permitted by Government Code 2256.016.

Safety

The primary goal of the investment program is to ensure safety of principal, to maintain liquidity, and to maximize financial returns within current market conditions in accordance with this policy. Investments shall be made in a manner that ensures the preservation of capital in the overall portfolio, and offsets during a 12-month period any market price losses resulting from interest-rate fluctua-

tions by income received from the balance of the portfolio. No individual investment transaction shall be undertaken that jeopardizes the total capital position of the overall portfolio.

**Investment
Management**

In accordance with Government Code 2256.005(b)(3), the quality and capability of investment management for District funds shall be in accordance with the standard of care, investment training, and other requirements set forth in Government Code Chapter 2256.

**Liquidity and
Maturity**

Any internally created pool fund group of the District shall have a maximum dollar weighted maturity of 180 days. The maximum allowable stated maturity of any other individual investment owned by the District shall not exceed one year from the time of purchase. The Board may specifically authorize a longer maturity for a given investment, within legal limits.

The District's investment portfolio shall have sufficient liquidity to meet anticipated cash flow requirements.

Diversity

The investment portfolio shall be diversified in terms of investment instruments, maturity scheduling, and financial institutions to reduce risk of loss resulting from overconcentration of assets in a specific class of investments, specific maturity, or specific issuer.

**Monitoring Market
Prices**

The investment officer shall monitor the investment portfolio and shall keep the Board informed of significant changes in the market value of the District's investment portfolio. Information sources may include financial/investment publications and electronic media, available software for tracking investments, depository banks, commercial or investment banks, financial advisers, and representatives/advisers of investment pools or money market funds. Monitoring shall be done at least quarterly, as required by law, and more often as economic conditions warrant by using appropriate reports, indices, or benchmarks for the type of investment.

**Monitoring Rating
Changes**

In accordance with Government Code 2256.005(b), the investment officer shall develop a procedure to monitor changes in investment ratings and to liquidate investments that do not maintain satisfactory ratings.

Funds/Strategies

Investments of the following fund categories shall be consistent with this policy and in accordance with the applicable strategy defined below. All strategies described below for the investment of a particular fund should be based on an understanding of the suitability of an investment to the financial requirements of the District and consider preservation and safety of principal, liquidity, marketability of an investment if the need arises to liquidate before maturity, diversification of the investment portfolio, and yield.

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Operating Funds	Investment strategies for operating funds (including any commingled pools containing operating funds) shall have as their primary objectives preservation and safety of principal, investment liquidity, and maturity sufficient to meet anticipated cash flow requirements.
Custodial Funds	Investment strategies for custodial funds shall have as their primary objectives preservation and safety of principal, investment liquidity, and maturity sufficient to meet anticipated cash flow requirements.
Debt Service Funds	Investment strategies for debt service funds shall have as their primary objective sufficient investment liquidity to timely meet debt service payment obligations in accordance with provisions in the bond documents. Maturities longer than one year are authorized provided legal limits are not exceeded.
Capital Project Funds	Investment strategies for capital project funds shall have as their primary objective sufficient investment liquidity to timely meet capital project obligations. Maturities longer than one year are authorized provided legal limits are not exceeded.
Safekeeping and Custody	The District shall retain clearly marked receipts providing proof of the District's ownership. The District may delegate, however, to an investment pool the authority to hold legal title as custodian of investments purchased with District funds by the investment pool.
Sellers of Investments	<p>Prior to handling investments on behalf of the District, a broker/dealer or a qualified representative of a business organization must submit required written documents in accordance with law. [See Sellers of Investments, CDA(LEGAL)]</p> <p>Representatives of brokers/dealers shall be registered with the Texas State Securities Board and must have membership in the Securities Investor Protection Corporation (SIPC) and be in good standing with the Financial Industry Regulatory Authority (FINRA).</p>
Soliciting Bids for CDs	In order to get the best return on its investments, the District may solicit bids for certificates of deposit in writing, by telephone, or electronically, or by a combination of these methods.
Interest Rate Risk	<p>To reduce exposure to changes in interest rates that could adversely affect the value of investments, the District shall use final and weighted-average-maturity limits and diversification.</p> <p>The District shall monitor interest rate risk using weighted average maturity and specific identification.</p>
Internal Controls	A system of internal controls shall be established and documented in writing and must include specific procedures designating who has authority to withdraw funds. Also, they shall be designed to

protect against losses of public funds arising from fraud, employee error, misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by employees and officers of the District. Controls deemed most important shall include:

1. Separation of transaction authority from accounting and recordkeeping and electronic transfer of funds.
2. Avoidance of collusion.
3. Custodial safekeeping.
4. Clear delegation of authority.
5. Written confirmation of telephone transactions.
6. Documentation of dealer questionnaires, quotations and bids, evaluations, transactions, and rationale.
7. Avoidance of bearer-form securities.

These controls shall be reviewed by the District's independent auditing firm.

Annual Review

The Board shall review this investment policy and investment strategies not less than annually and shall document its review in writing, which shall include whether any changes were made to either the investment policy or investment strategies.

Annual Audit

In conjunction with the annual financial audit, the District shall perform a compliance audit of management controls on investments and adherence to the District's established investment policies.

ACTION ITEM: **Approval of Resolution Approving Independent Sources of Instruction Relating to Investment Responsibilities**

RECOMMENDATION: That the Board approve the attached resolution approving independent sources of instruction relating to investment responsibilities.

RATIONALE: School Board policy CDA (Legal) requires investment officers attend an investment training session not less than once in a two-year period and receive specific required hours of instruction relating to investment responsibilities from an independent source approved by the Board of Trustees. The investment officers are the Superintendent, the Chief Financial Officer, and the General Ledger Specialist.

The following sources of training are included in the resolution:

- Texas Association of School Boards
- First Public, LLC
- Texas Association of School Administrators
- Texas Association of School Business Officials (and affiliates)
- Texas State University
- University of North Texas
- Government Treasurer's Organization of Texas
- Continuing Professional Education (CPE) Depot (web-based training)
- Education Service Center(s)
- TexPool
- PFM Asset Management LLC

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

PAPERWORK IMPACT: None

BUDGET IMPACT / INFORMATION: Training is paid from the operating budgets of the respective investment officers.

EXHIBITS: Resolution

RESOURCE PERSONNEL: Anthony Hillberg, Chief Financial Officer, CPA, RTSBA

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



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

Date Submitted: 11/15/22

**Resolution Approving Independent Sources of Instruction
Relating to Investment Responsibilities**

Whereas, School Board policy CDA (Legal) requires the investment officers attend an investment training session not less than once in a two-year period and receive specific required hours of instruction relating to investment responsibilities from an independent source approved by the by the Board of Trustees;

Whereas, the Texas Association of School Boards, Inc. (TASB), First Public, LLC (First Public), the Texas Association of School Administrators (TASA), the Texas Association of School Business Officials (TASBO) and affiliates, the Texas State University (TXST), the University of North Texas (UNT), the Government Treasurer’s Organization of Texas (GTOT), Continuing Professional Education (CPE) Depot, Education Service Center(s) (ESC), TexPool, and PFM Asset Management LLC (PFM) provide investment training sessions relating to investment responsibilities;

And Whereas, the Board of Trustees wishes to approve TASB, First Public, TASA, TASBO and affiliates, TXST, UNT, GTOT, CPE Depot, ESC, TexPool, and PFM as independent sources of instruction to provide investment training sessions required by law;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE SEGUIN INDEPENDENT SCHOOL DISTRICT THAT:

Section 1. TASB, First Public, TASA, TASBO and affiliates, TXST, UNT, GTOT, CPE Depot, ESC, TexPool, and PPFM are hereby approved as independent sources of instruction relating to investment responsibilities for investment officers as required by law.

Section 2. The provisions of this Resolution shall be effective as of the date of adoption and shall remain in effect until modified by action of the Board of Trustees.

Adopted this 15th day of November 2022.

Signature of President, Board of Trustees

Attest:

Signature of Secretary, Board of Trustees

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
Tucker, Misty	Seguin High School	10/14/2022

**BOARD’S
ACKNOWLEDGEMENT
RESIGNATIONS:**

Hadamek, Jacqueline, Jefferson Elementary, effective 11/30/22

Ms. Hadamek, 4th Grade Teacher, has resigned due to relocation. Ms. Hadamek has 3 months with Seguin ISD.

Willemin, Allison, Student Services, effective 11/18/22

Ms. Willemin, Student Services Specialist, has resigned due to relocation.

Ms. Willemin has 9 years with Seguin ISD.

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

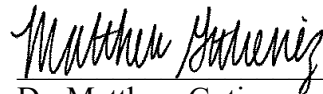
IMPACT: This item will result in follow up communication with the employee.

EXHIBITS: Information Sheet

RESOURCE
PERSONNEL:

Cynthia Moreno, Chief Human Resource Officer

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



Date Submitted: 11/15/22

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

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

RECOMMENDATION: That the Board of Trustees acknowledge Public Information Act requests received since Oct. 13, 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: Oct. 13-Nov. 2, 2022 Public Information Act request roster

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

Submitted by:  Date Submitted: 11/15/22
(Signature) _____
(Name) Dr. Matthew Gutierrez, Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614

Seguin ISD PIA requests received from Oct. 13-Nov. 2, 2022				
Date	Requester	Requested documents	Status	Action
101322 023	Stephanie Rodriguez, Ruiz Financial Group	Employee directory information	Completed	Document provided
101322 024	Garrett Van Smith, UMHB	Employee directory informaiton	Completed	Document provided
102622 025	Hunter Free, USMC	Class of 2023-24 directory information	Completed	Document provided
102822 026	Louis Villanueva	The percentage of students that are in extra curricular activities, separated by high school grade level for the last four years	In progress	
102922 027	Lisa Burns	CFA #1 (the first CFA test given for the 2022-23 school year) scores for the following subjects: ALG I 8 ADV, ENGLARD 8 ADV, BIO, ENG 3, GEO	In progress	

ACTION ITEM:

Approval of the Annual Comprehensive Financial Report for the Year Ended June 30, 2022

RECOMMENDATION:

That the Board of Trustees approve the Annual Comprehensive Financial Report (ACFR) for the year ended June 30, 2022.

RATIONALE:

The Texas Education Code requires the District to obtain an annual financial audit that includes all fund types and account groups that are the accounting responsibility of the school district. The audit must be performed in accordance with generally accepted government auditing standards.

The firm of Belt Harris Pechacek, LLLP audited the financial statements of the District for the year ended June 30, 2022, and their reports are included in the annual financial report.

The Board of Trustees is required to certify to TEA that the annual financial report was reviewed and approved. If the report is not approved, the reasons must be listed on the Certificate of Board.

The ACFR which includes additional statistical information will be submitted to the Government Financial Officers Association of the United States and Canada for review. The District has consistently received the Certificate of Achievement for Excellence in Financial Reporting since 1990.

REFERENCE and COMPLIANCE:

CFC (LEGAL) Accounting - Audits

PAPERWORK IMPACT:

None

BUDGET IMPACT / INFORMATION:

Funds for the cost of the 2021-22 Independent Audit are provided in the General Operating Fund budget.

EXHIBITS:

The Annual Comprehensive Financial Report for the Year ended June 30, 2022, was sent to the Board under separate cover.

RESOURCE PERSONNEL:

Anthony Hillberg, Chief Financial Officer, CPA, RTSBA
Sally Eckhart, Budget Coordinator
Christina Garcia, General Ledger Specialist, CTSBS

Submitted by:

(Signature)
(Name)
(Address)
(Telephone)



Date Submitted: 11/15/22

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