

Agenda of Regular Meeting

The Board of Trustees Seguin ISD

A Regular Meeting of the Board of Trustees of Seguin ISD will be held May 23, 2023, 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. Introduction of Newly Appointed Administrators 5
 - B. Seguin ISD Strategic Plan 2025 Monthly Update 6
 - C. Seguin ISD Bond Construction Update 15
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.
 1. Safety Audit Findings (closed session) 31

- B. Pursuant to Texas Government Code Section § 551.074 - Discuss personnel matters, including appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a employee(s).
- C. Pursuant to Texas Government Code Section § 551.072 - Discuss the sale, purchase, exchange, lease, or value of real property.
- 6. **Reconvene to Open Meeting**, the Board 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 - April 12, 2023; Special Meeting - April 18, 2023; Regular Meeting - April 25, 2023 and Special Meeting - May 8, 2023. 32
 - B. Approval of Tax Collection Reports for April 2023 44
 - C. Approval of Proposed Budget Amendments & Financial Statements for April 2023 45
 - D. Approval of Donations Received April 2023 53
 - E. Seguin Independent School District Purchasing Cooperative Management Fees Report 2022-2023 55
 - F. Personnel Information - Professional Employees 57
 - G. Acknowledge Public Information Act Requests April 2023 60
- 8. **Action Items**
 - A. Adopt a Resolution for the Assignment of Fund Balance 62
 - B. Approval of the General Contractor for Fencing at Koennecke, Patlan, Rodriguez, and Vogel (RFP #: 23-05) 65
 - C. Approval of the General Contractor for Welding Shop at Seguin High School (RFP #: 23-06) 67
 - D. Possible Action to Approve Superintendent’s Evaluation Instrument 69
- 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 Weinert Elementary School. Principal Tiffany Wehe and staff will share information about the Fine Arts program at the school.

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

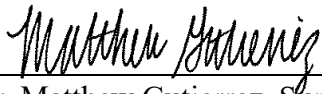
REFERENCE and COMPLIANCE: BJA (LOCAL) 1. h. Encourage, oversee, and participate in activities for recognition of student efforts and accomplishments.

PAPERWORK IMPACT: None

BUDGET IMPACT/ INFORMATION: None

EXHIBITS: None

RESOURCE PERSONNEL: Sean Hoffmann, Chief Communications Officer

Submitted by:  Date Submitted: 05/23/23
(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.

- **Region 20 Superintendent of the Year**
- **Best Communities for Music Education Award**
- **Seguin High School Choir Quartet performance**
- **Superintendent’s Students of the Month from Weinert ES, Barnes MS and Seguin High School**
- **Superintendent’s Apple Award**
- **Seguin High School student, published poet**
- **Seguin High School student athletes who medaled in the 2023 UIL 5A State Track & Field Championship Meet**
- **Superintendent’s Student Advisory Team**
- **35 Year Employee Service 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: 05/23/23
(Signature) Dr. Matthew Gutierrez, Superintendent
(Name) 1221 E. Kingsbury St., Seguin, TX 78155
(Address) (830) 401-8614
(Telephone)

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

RECOMMENDATION: The Board acknowledge the newly appointed 2023-2024 Administrative Hires.

RATIONALE: Strategic Priority #4: Create a Thriving Learning Community

REFERENCE and COMPLIANCE: DCB (LOCAL), Term Contracts

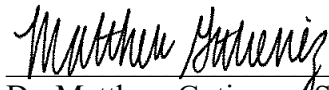
BUDGET IMPACT/ INFORMATION: None

PAPERWORK IMPACT: None

EXHIBITS: None

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

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



_____ Date Submitted: 05/23/23
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.

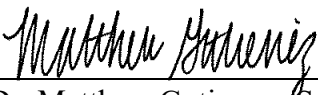
REFERENCE and COMPLIANCE: AE (LOCAL): Educational Philosophy and TEC §4.001, 4.002

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

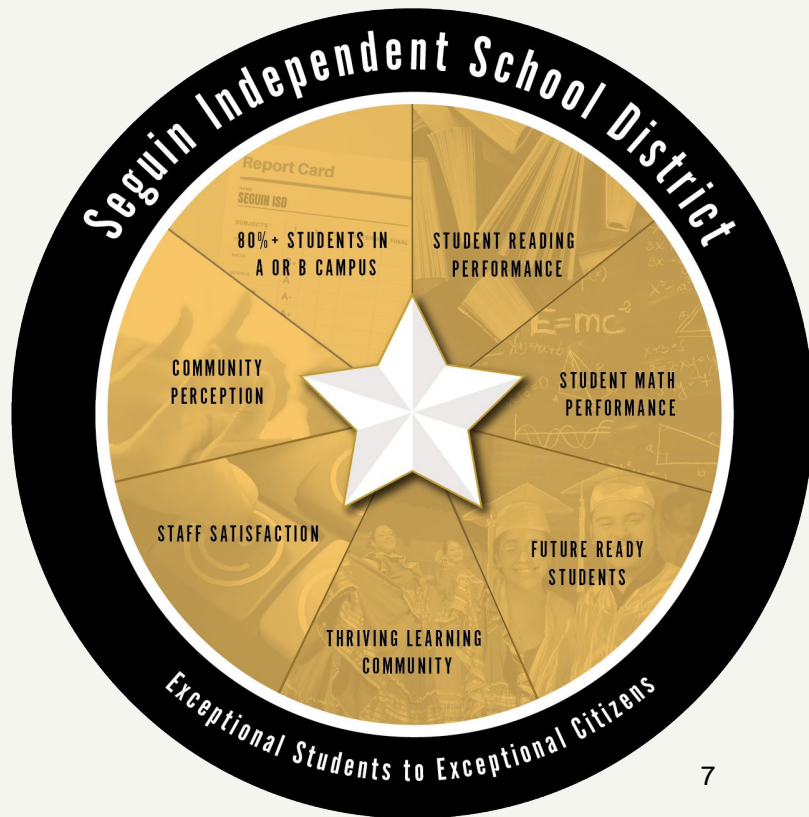
Submitted by:  Date Submitted: 05/23/23
(Signature) _____
(Name) Dr. Matthew Gutierrez, Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614



Seguin ISD Strategic Plan 2025 Monthly Update

May 23, 2023

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

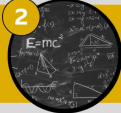
Seguin Independent School District

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 ⁸



Seguin ISD Strategic Plan 2025: Bright Spot

Strategic Actions Progress Highlights

Task Force: Community Engagement

Chair: Sean Hoffmann

Strategic Priority #3: Developing Relationships with Families and The Community

Goal #6

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



Performance Objective 6.1: By Spring 2023, SISD will increase the number of parents who are involved in parent groups on campuses from 11% to 25% as measured by the Panorama survey.

Performance Objective 6.2: By Fall 2023, SISD will improve the district's image as measured by Net Promoter score in Vision Week survey data.

Performance Objective 6.3: By Spring 2023, SISD will increase the percentage of parents by 10% who indicate that school communication for involvement opportunities is favorable as measured by the Panorama survey.



Strategic Actions

6.1.1 Create strategic and meaningful family- and parent-friendly campus activities.

6.1.3 Increase opportunities to offer parental involvement partnerships to include professional learning.

6.2.1 Showcase student, staff, campus and district achievements through ever-evolving social media outlets.

6.2.3 Nurture relationships with local and regional media to market SISD's student-centered programs and initiatives.

6.3.1 Publicize the various communication platforms that are utilized by campuses and the district to share information.



Bright Spot

April community engagement work resulted in the successful passage of the May 8 Bond election.

Highlights

- Targeted social media campaigns on various platforms
- Recurring emails to parents and staff
- Outdoor signage in school community
- Focus on employees, parents/guardians
- Community presentations
- Testimonials
- Consistent yet simple messaging



Sequin ISD Strategic Plan 2025: Area of Focus

Strategic Actions that Require Re-Focusing



Area of Focus

The Communications Team has been holding monthly Social Media meetings with campus liaisons.

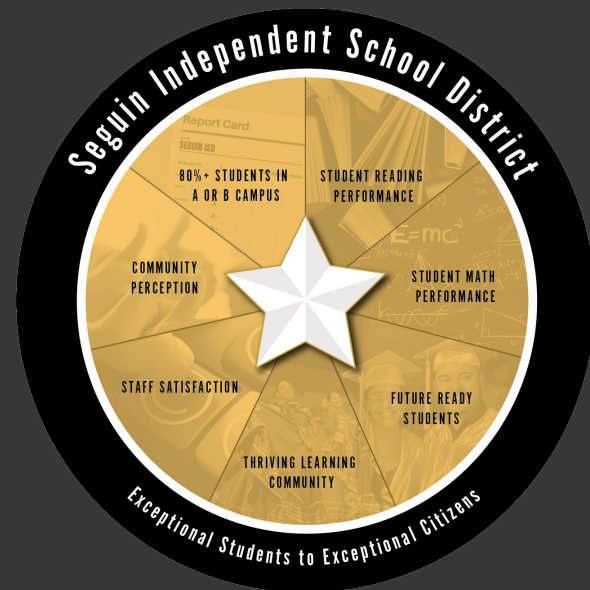
Attendance for the May 10 meeting was low.

Problem Solving Actions

- Distribute meeting schedule for 2023-2024 in August
- Possibly front load meetings next year to avoid busier months
- Reinforce the importance of attending
- Incentivize (it works with student attendance!)



June Meeting: Quarterly Update on Seguin ISD Goals



**SEGUIN ISD
BOND CONSTRUCTION
UPDATE**

May 23, 2023

BOND INFORMATION



[Home](#)

[District](#)

[Parents & Students](#)

[Community](#)

✓ Campuses

Quicklinks

[Board Home](#)

[Public Board Hearing
03.22.23 6:00 PM](#)

[Special Board Meeting
03.22.23 6:30 PM](#)

[Board Agendas](#)

[Board Disclosures](#)

[Board Elections](#)

[Board Goals & Vision](#)

Board of Trustees

[Board Home](#)

[Board Agendas](#)

[Board Videos](#)

Superintendent

[Dr. Matthew Gutierrez](#)

Bond Information

[Bond 2023](#)

[Bond 2022](#)

[Bond 2019](#)

[Bond Updates](#)

Departments

[Business Services](#)

[Child Nutrition](#)

District Information

[About Us](#)

[Calendar](#)

- [2022-2023](#)

- [2023-2024](#)

[District Improvement Plan](#)

[District of Innovation](#)

[Leadership Team](#)

[Organization Chart](#)

[Strategic Planning](#)

[Required Postings](#)

[District Resources](#)

Programs

[ACE - After School Program](#)

[Adult Education](#)

[Athletics](#)

[Career & Technical Education](#)



BOND

2019

BOND 2019

PROJECTS	ADJUSTED BUDGET	ACTUAL AMOUNT PAID TO DATE	ENCUMBRANCES	COMPLETED
Bond Closing/Legal Costs	\$732,128	\$732,128	-	YES
AJB School Renovation	\$39,369,198	\$30,211,813	\$8,269,264	Fall 2023
Matador Stadium Replacement	\$15,071,358	\$15,071,358	-	YES
Jefferson Elementary School Renovation	\$3,336,646	\$3,336,646	-	YES
Outdoor ADA Playscapes	\$1,756,479	\$1,756,479	-	YES
Land Purchase	\$1,550,670	\$1,538,220	\$12,450	YES
Various Campus Projects	\$2,839,784	\$1,829,043	\$44,986	Ball
Instructional Technology	\$140,060	\$140,060	-	YES
Non-Instructional Technology	\$1,093,493	\$993,336	\$100,124	On going
TOTAL	\$66,389,816	\$55,609,083	\$8,426,824	
REMAINING (includes interest & savings)	\$3,092			19

BOND 2019



EXTERIOR FRAMING/SHEATHING AT SEGMENTS A & C (ADMINISTRATION & 6TH GRADE WING)

BOND 2019



ONGING WORK AT MAIN ENTRY CORRIDOR (LIBRARY ON THE LEFT; MAIN ENTRANCE IN FRONT)

BOND 2019



ROOFING OVER SEGMENTS A & B (ADMINISTRATION & LIBRARY)

BOND

2022

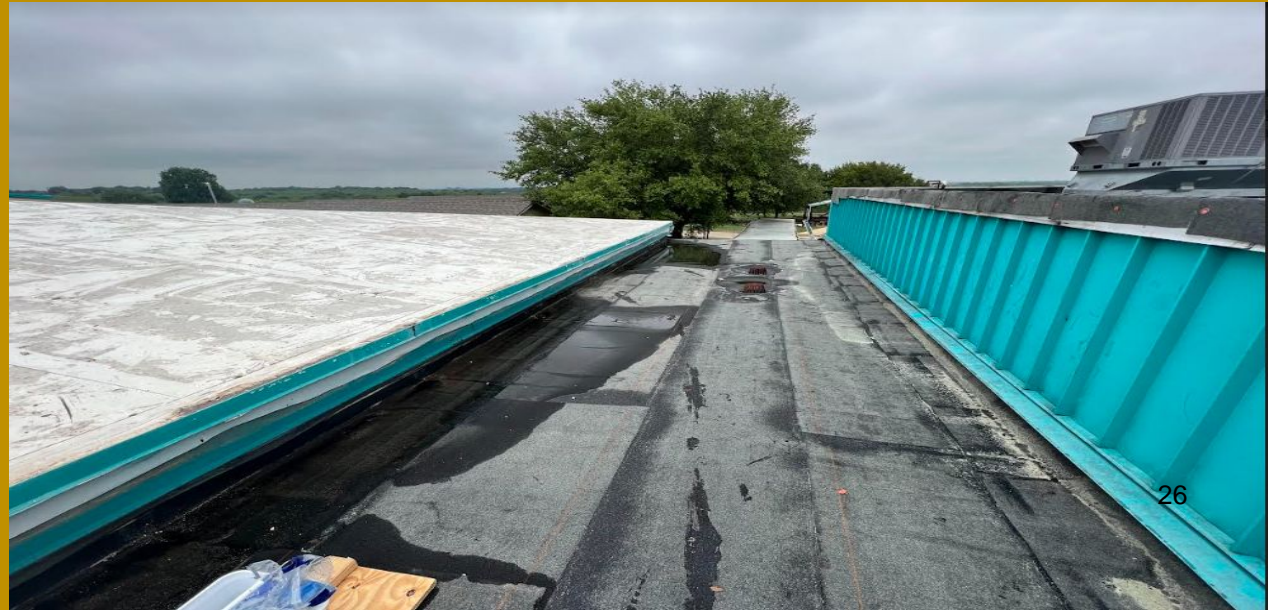
BOND 2022

PROJECTS	ESTIMATED BUDGET
Safety & Security	\$15,000,000
McQueeney ES	\$54,000,000
Barnes MS	\$24,300,000
Agriscience	\$8,975,000
Transportation	\$3,807,000
Property Acquisition	\$2,000,000
Various Campus Projects:	-
Roof replacements (7 campuses)	\$9,468,000
Furniture	\$7,500,000
Plumbing & HVAC	\$3,000,000
Buses (18-20)	\$2,500,000
Technology Infrastructure	\$450,000
TOTAL	\$131,000,000²⁴

BOND 2022

PROJECT	2023												2024											
	January	February	March	April	May	June	July	August	September	October	November	December	January	February	March	April	May	June	July	August	September	October	November	December
Safety and Security	Fencing design		Fencing construction by location																					
McQueeney ES	Design = 12 months											Bid = 2 mth		Construction = 24-27 months (May 2026)										
Barnes MS	Design = 12 months											Bid = 2 mth		Construction = 18 months (Sept 2025)										
Agriscience							Design = 9 months						Bid = 2 mth		Construction = 12 months (May 2025)									
Transportation									Design = 6 months				Bid = 2 mth		Construction = 12 months (May 2025)									
Property Acquisition																								
Roof Replacements <small>(7 campuses)</small>	Bid = 2 mth		Construction = 9 months																					
Furniture - MS <small>(Barnes)</small>									Design & quotes = 8 months								Install = 3 mth							
Furniture - ES <small>(JES, KES, PES, RES, VES, WES)</small>							Design & quotes = 12 months												Install = 3 mth					
Furniture - Specialty <small>(MRLC, DAS)</small>									Design & quotes = 9 months								Install = 3 mth							
Plumbing & HVAC	TBD																							
Buses (18-20)	TBD																							
Technology Infrastructure	TBD																							

BOND 2022



BOND

2023

BOND 2023
FOR: 1522
AGAINST: 945

RESULTS:
PASSED!

BOND 2023

▼ Campuses



Thank You!

QUESTIONS?

INFORMATION ITEM:

Safety Audit Findings (closed session)

RECOMMENDATION:

That the Board of Trustees receive information regarding the Districtwide Intruder Detection Audit Report Findings.

RATIONALE:

The top priority of Seguin ISD and the State of Texas is keeping students and staff safe everyday. The Texas School Safety Center recently conducted an Intruder Detection Audit. The audit found areas we can improve safety for students and staff.

REFERENCE and COMPLIANCE:

CKC (LEGAL) (LOCAL) Safety Program/Risk Management Emergency Plans

PAPERWORK IMPACT:

Minimal

BUDGET IMPACT INFORMATION:

None

EXHIBITS:

None

RESOURCE PERSONNEL:

Nikki Elaine Bittings, Chief Student Services Officer

Submitted by:

(Signature)



Date Submitted: 05/23/23

(Name)

Dr. Matthew Gutierrez, Superintendent

(Address)

1221 E. Kingsbury St., Seguin, TX 78155

(Telephone)

(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 Wednesday, April 12, 2023, beginning at 6:30 PM in the Board Room, 1221 E. Kingsbury, Seguin, Texas.

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

Absent:

Also Present: Dr. Mark Cantu, Deputy Superintendent and Chief Innovation Officer; Sean Hoffmann, Chief Communications Officer; Cindy Moreno, Chief Human Resources Officer; Sandi Rhodes, Superintendent Secretary Back up, Officer Catoe and Media.

1. Call to Order

A. Mr. Guerra called the meeting to order at 6:30 p.m. and a quorum was established.

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

C. The pledges were led by Mr. Guerra, followed by a moment of silence.

2. Audience with the Board

Amy Casey signed up to address the Board regarding alleged harassment.

3. Closed Meeting: The Board went into closed session at 6:41 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 § 551.0821 – Discussion of a matter regarding public school student if personally identifiable information about the student will necessarily be revealed by the deliberation.

1. Proposed Recommendation for Termination of Chapter 21 Term Contract and Proposed Suspension without pay of DAEP Social Studies Teacher.

4. Open Session: The Board reconvened at 7:13 p.m.

A. Possible Action Regarding Proposed Recommendation for Termination of Chapter 21 Term Contract and Proposed Suspension without pay for DAEP Social Studies Teacher
Ms. Duncan moved, seconded by Mr. Amador to approve the termination of Chapter 21 Term Contract and Proposed Suspension without pay of DAEP Social Studies Teacher.

5. Adjourn

Mr. Jenkins moved, seconded by Mr. Amador to adjourn the meeting. The meeting adjourned at 7:16 p.m.

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

Secretary/May 23, 2023

President/May 23, 2023

Minutes of Special Meeting

The Board of Trustees

Seguin ISD

A Special Meeting of the Board of Trustees of Seguin ISD was held Tuesday, April 18, 2023, beginning at 6:30 PM in the Board Room, 1221 E. Kingsbury, Seguin, Texas.

Present: Ben Amador, Joshua Bright, Denise Crettenden (arrived at 6:44 p.m.), Linda Duncan, Alejandro R. Guerra, Carl Jenkins, Cinde Thomas-Jimenez and Dr. Matthew Gutierrez

Absent: Mark Cantu

Also Present: Nikki Bittings, Chief Student Services Officer; Steve Gonzalez, Chief Technology Officer; Anthony Hillberg, Chief Financial Officer; Sean Hoffmann, Chief Communications Officer; Andrea Jaramillo, Deputy Chief of Innovation and Learning; Cindy Moreno, Chief Human Resources Officer; Perla Romero, Director of Business Services; Cynthia Borden, Director of Federal & State Accountability; Kristi Miranda, Education Data Analyst; Sandi Rhodes, Superintendent Secretary
Back up and media.

1. Call to Order

A. Mr. Guerra called the meeting to order at 6:30 p.m. and a quorum was established.

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

C. The pledges were led by Mr. Guerra, followed by a moment of silence.

2. Audience with the Board

No one signed up to address the Board.

3. Information:

A. Accountability Update

The Board and Dr. Gutierrez received an update regarding Accountability – Domain 2 from Ms. Borden and Mrs. Miranda. The purpose of this report is to share the latest updates in regards to the 2023 A - F Accountability System. All Board questions and comments were addressed.

4. Closed Meeting: The Board did not go into closed session.

A. Pursuant to Texas Government Code Section §§§ 551.071, 551.082, and 551.0821 – Level Three Parent Complaint and Consultation with legal counsel including possible telephone consultation with legal counsel, as necessary, to address legal concerns, implications, and answer any legal questions regarding the parent complaint or other 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 an employee(s).

5. Action Items:

A. Resolution to nominate the Superintendent for the Texas Association of School Boards 2023 Superintendent of the Year

Mrs. Thomas-Jimenez moved, seconded by Mr. Amador to approve the TASB Superintendent of the Year resolution for exemplary and visionary leadership toward improving student performance in our schools.

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

Nays: Bright

6. Adjourn

Mr. Amador moved, seconded by Mrs. Thomas-Jimenez to adjourn the meeting. The meeting adjourned at 6:58 p.m.

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

Nays: None

Secretary/May 23, 2023

President/May 23, 2023

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, April 25, 2023, beginning at 6:30 PM in the Board Room, 1221 E. Kingsbury, Seguin, Texas.

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

Absent: Sean Hoffmann

Also Present: Nikki Bittings, Chief Student Services Officer; Steve Gonzalez, Chief Technology Officer; Anthony Hillberg, Chief Financial Officer; Andrea Jaramillo, Deputy Chief of Innovation and Learning; Cindy Moreno, Chief Human Resources Officer; Linda Guzman, Briesemeister Middle School Principal; Jason Schmidt, Jim Barnes Middle School Principal; Rhonda Jubela, Vogel Elementary Principal; Christine Perez, Director of School Leadership; Dr. Hector Esquivel, Seguin High School Principal; Cynthia Borden, Director of Federal and State Accountability; Perla Romero, Director of Business Services; Allison Pape, Innovation Specialist; Robyn Popa, Partner with Pfluger Architects; Nancy Ramirez, Superintendent Secretary and Media.

1. Call to Order

A. Mr. Guerra 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 Jovani Monjaras, fifth grade student at Vogel Elementary, 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. He also encouraged our stakeholders to vote during the upcoming bond election on May 6, 2023.

D. Board Member Reports:

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

2. Recognition/Campus Presentations

A. Campus Highlight

The presentation was provided courtesy of Mercer Blumberg Learning Center. Mr. Law, principal shared information regarding campus activities that foster academic achievement and how they relate back to the board goals and strategic plan.

B. Student/Staff/Board/Community Recognition

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

- Superintendent's Students of the Month from Vogel ES, Briesemeister MS and Mercer Blumberg Learning Center

Dr. Gutierrez was honored to recognize Jovani Monjaras, fifth grade student at Vogel Elementary School, Kaytlyn Contreras, sixth grade student at Briesemeister Middle School, and Myra Morales Senior at Mercer Blumberg Learning Center 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 Award**

Dr. Gutierrez was honored to recognize Gabriela Poe, Attendance Clerk at Patlan Elementary School as the April recipient of the Superintendent’s Leadership Apple Award for going above and beyond daily duties to cultivate, inspire and empower her students, colleagues and Seguin ISD community.

3. Audience with the Board

No one signed up to address the Board.

4. Reports/Information Items:

A. Introduction of Newly Appointed Administrators

The Board of Trustees acknowledged the newly appointed 2023-2024 Administrative Hires:

- Ofelia Santiago – Teacher Incentive Allotment Director
- Christine Perez – Seguin High School Principal

B. Ombudsman Board Request: Independent Investigation or Resignations

The Board of Trustees received information regarding the additional efforts made to provide the Human Resources Department valuable feedback on the reasons and circumstances surrounding the rise in professional resignations.

C. Secondary Monthly Report

The Board of Trustees received an update regarding Seguin High School, 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.

D. Vogel ES Campus Redesign Update

The Board of Trustees received an update regarding the campus redesign using the School Action Fund Cycle 6 grant award of \$192,800. Vogel Elementary School has completed a planning year to redesign the campus with a blended learning model in order to increase student outcomes.

E. Seguin ISD Bond Construction Update

The Board of Trustees received an update from Ms. Romero on current bond projects, progress and related projects.

F. Information Regarding Purchases Through the BuyBoard Purchasing Cooperative for a total cost of \$230,862

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

*Alert Services: Reference #610-20 First Aid, Emergency Medical and Athletic Trainer Supplies and Equipment - \$230,862.

G. 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.

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).

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

D. Pursuant to Texas Government Code Section § 551.0821 – Discussion of a matter regarding a public school student if personally identifiable information about the student will necessarily be revealed by the deliberation.

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). No action was taken on this item.

7. Consent Agenda Items – Consider and Possible Approval:

A. Approval of Board Minutes for:

Public Hearing, March 22, 2023

Special Meeting, March 22, 2023

Regular Meeting, March 28, 2023

Special Meeting, April 5, 2023

B. Approval of Tax Collection Reports for March 2023

The Board of Trustees approved the Guadalupe County Tax Office Monthly Recap from Daryl John, Guadalupe County Tax Assessor-Collector for March 2023. 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 March 2023

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 March 31, 2023.

D. Approval of Donations Received March 2023

The Board of Trustees approved the donations received by the District during the month of March 2023 in the amount of \$1,590.00 from various business and individuals. District Board policy CDC (Local) states "...any (unsolicited) gift that the potential donor has expressly made conditional upon the District's use for a specified purpose, or any gift of real property, shall require Board approval."

E. Approval of Investment Report for the Third Quarter Ended March 31, 2023

The Board of Trustees approved the Investment Report for the Quarter ended March 31, 2023. State law and Board Policy require quarterly reports regarding the District's investments. This report is designed to allow the Board of Trustees to review the investment activity for the Third Quarter Ended March 31, 2023. The District's earnings rates, investment position, and yield information are presented for the period.

F. Consider Recommendations for Teacher Term Contracts, Probationary Contracts, and Employment Agreements for Teachers and Other Non-Administrative Staff and Termination of Probationary and Term Contracts

The Board of Trustees approved the Superintendent’s recommendations for probationary contract, term contract renewals, employment agreements for teachers and other non-administrative staff contracts and termination of probationary and term contracts.

H. Information Regarding Purchases Through the DIR Purchasing Cooperative for a total cost of \$56,829

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

* Reference #DIR-CPO-4864 Cybersecurity Software Products and Services - \$56,829

I. Personnel Information-Professional Employees

The Board of Trustees recognized and acknowledged the new hires for the 2022-2023 school year and the resignations listed below:

New Hire Elections:

Name	Campus	Effective
Albrecht, Madelyn	Koennecke Elementary	8/2/2023
Haliburton, Casey	Barnes Middle School	8/2/2023
Hernandez, Kaylyn	Vogel Elementary	8/2/2023
Martinez, Erin	Vogel Elementary	8/2/2023
Torres, Khloe	Rodriguez Elementary	8/2/2023

Resignations:

Arzola, Leann, Patlan Elementary, effective 6/02/2023

Ms. Arzola, 1st Grade Teacher, has resigned due to personal reasons. Ms. Arzola has 1 year with Seguin ISD.

Buerger, Summer, Barnes Middle School, effective 6/2/2023

Ms. Buerger, 7th Grade Science Teacher, has resigned due to personal reasons.

Ms. Buerger has 1 year with Seguin ISD.

Cantu, Mark, LLI, effective 4/15/2023

Mr. Cantu, Deputy Superintendent, has resigned and accept a position with ESC Region 20.

Mr. Cantu has 4 years with Seguin ISD.

Dunn, LeeAnn, Rodriguez Elementary, effective 6/13/2023

Ms. Dunn, Assistant Principal, has resigned and elected to retire. Ms. Dunn has 16 years with Seguin ISD.

Fletcher, Madison, AJB Middle School, effective 6/2/2023

Ms. Fletcher, ELA Teacher, has resigned to stay home with new baby.

Ms. Fletcher has 2 years with Seguin ISD.

Hirsch, Andrew, Barnes Middle School, effective 6/2/2023

Mr. Hirsch, Special Education/Behavior Teacher, has resigned to move closer to family.

Mr. Hirsch has 2 years with Seguin ISD.

Kelley, Amanda, McQueeney Elementary, effective 6/2/2023

Ms. Kelley, 2nd Grade Teacher, has resigned and accepted a position with a new school district.

Ms. Kelley has 4 years with Seguin ISD.

Klesel, Sarah, McQueeney Elementary, effective 6/2/2023

Ms. Klesel, GT Facilitator/STEM Lab Teacher, has resigned to accept a position with Flatonia ISD.

Ms. Klesel has 17 years with Seguin ISD.

Lopez, Kristen, Seguin High School, effective 3/23/2023

Ms. Lopez, RLA Teacher, has resigned due to personal reasons.

Ms. Lopez has 8 months with Seguin ISD.

Lopez, Martina, Rodriguez Elementary, effective 6/2/2023

Ms. Lopez 1st Grade Bilingual/Dual Language Teacher has resigned due to personal reasons.

Ms. Lopez has 1 year with Seguin ISD.

Martinez, Carolina, Rodriguez Elementary, effective 6/2/2023

Ms. Martinez, 4th Grade Bilingual Teacher, has resigned to take a year off.

Ms. Martinez has 9 years with Seguin ISD.

McGrath, Tiffany, Jefferson Elementary, effective 6/2/2023

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

Ms. McGrath, has 2 years with Seguin ISD.

Miles, Jacqueline, Jefferson Elementary, effective 6/2/2023

Ms. Miles, 5th Grade Teacher, has resigned due to professional reasons.

Ms. Miles has 1 year with Seguin ISD.

Regalado, Blanca, LLI (ACE), effective 4/5/2023

Ms. Regalado, Family Engagement Compliance Coordinator, has resigned due to personal reasons.

Ms. Regalado has 1 year with Seguin ISD.

Rockwell, Vicki, Jefferson Elementary, effective 6/2/2023

Ms. Rockwell, 3rd Grade Teacher, has resigned and accepted a position with a new school district.

Ms. Rockwell has 1 year with Seguin ISD.

Schwartz, Brittanie, McQueeney Elementary, effective 6/2/2023

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

Ms. Schwartz has 1 year with Seguin ISD.

Spencer, Johann, Jefferson Elementary, effective 6/2/2023

Ms. Spencer, 3rd Grade Teacher, has resigned due to personal reasons.

Ms. Spencer has 1 year with Seguin ISD.

Steffen, Sarah, Rodriguez Elementary, effective 6/2/2023

Ms. Steffen, 5th Grade Teacher, has resigned and accepted a position with a new school district.

Ms. Steffen has 2 ½ years with Seguin ISD.

J. Acknowledge Public Information Act Request March 2023

The Board of Trustees received information regarding the Public Information Act requests received since March 9, 2023. The purpose of this agenda item is to keep trustees apprised of the District's Public Information program.

Mrs. Thomas-Jimenez moved, seconded by Ms. Duncan to approve Consent Action Items:

**A. Approval of Board Minutes for:
Public Hearing, March 22, 2023**

Special Meeting, March 22, 2023

Regular Meeting, March 28, 2023

Special Meeting, April 5, 2023

B. Approval of Tax Collection Reports for March 2023

C. Approval of Proposed Budget Amendments & Financial Statements for March 2023

D. Approval of Donations Received March 2023

E. Approval of Investment Report for the Third Quarter Ended March 31, 2023

F. Consider Recommendations for Teacher Term Contracts, Probationary Contracts, and Employment Agreements for Teachers and Other Non-Administrative Staff and Termination of Probationary and Term Contracts

H. Information Regarding Purchases Through the DIR Purchasing Cooperative for a total cost of \$56,829

I. Personnel Information-Professional Employees

J. Acknowledge Public Information Act Request March 2023

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

Nays: None

Mrs. Crettenden requested the following Consent Agenda item be pulled for discussion:

G. Approval of New Employee Agreement for Professionals and Administrators

Ms. Duncan moved, seconded by Mrs. Crettenden to approve the adoption of a new employee agreement for professionals and administrators of Seguin ISD. The existing employee agreements are outdated and do not provide the flexibility needed for our school district's administrative functions. The proposed agreement was recommended by the Law Office of Echelbaum, Wardell, Hansen, Powell and Munoz.

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

Nays: None

8. Action Items:

A. Resolution for Bad Weather Day

Mrs. Thomas-Jimenez moved, seconded by Mr. Amador to approve the resolution to pay employees for January 31, 2023 and forego using the May 31, 2023 bad weather day.

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

Nays: None

B. Instructional Materials Allotment (IMA) TEKS Certification

Ms. Duncan moved, seconded by Mrs. Thomas-Jimenez to approve the Instructional Materials Allotment TEKS Certification for the 2023-2024 school year. Districts are required to certify annually to the State Board of Education and to the Commissioner that for each subject area in the required curriculum students have access to the instructional materials that cover all of the Texas Essential Knowledge and Skills (TEKS). Districts will be unable to submit any requisitions or disbursements of IMA funds until the certification has been approved and submitted to the Texas Education Agency.

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

Nays: None

C. Resolution Related to the 2023 Commencement Participation

Mr. Jenkins moved, seconded by Mr. Amador to approve the resolution related to the 2023 Commencement Participation. The Spring 2023 STAAR reporting timelines established by the Texas Education Agency have been extended to allow an established team of educators the opportunity to

provide their expert opinions and verify that the cut points and related scale scores are appropriate for the redesigned STAAR assessments. The EOC scale scores and performance levels will be released on May 31, 2023. There are a small number of seniors who need to successfully complete EOC assessments for graduation, yet results will not be available prior to commencement activities and ceremonies.

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

Nays: None

D. Approval of the General Contractor for Classroom Expansion at Ball Early Childhood Center (RFCSP #: 23-04)

Mrs. Thomas-Jimenez moved, seconded by Ms. Duncan to authorize the Superintendent to execute a contract with Koehler Company as the General Contractor of the construction project at Ball Early Childhood Center (RFCSP #: 23-04).

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

Nays: None

E. Adopt a Resolution for the Assignment of Fund Balance

Mr. Jenkins moved, seconded by Mr. Bright to adopt the Resolution for the Assignment of Fund Balance as presented.

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

Nays: None

9. Board Comments and Request

Mrs. Thomas-Jimenez requested a board workshop to further discuss the Ombudsman agenda.

Ms. Duncan would like an update on the middle school baseball and softball program.

Mrs. Crettenden would like to have community feedback regarding the car line at the elementary campuses.

The Board recognized Nancy Ramirez for Administrative Professionals Day.

Mr. Guerra wished all the students well during the upcoming STAAR tests.

All prior Board requests have been addressed.

10. Adjourn

Mr. Amador moved, seconded by Ms. Duncan to adjourn the meeting. The meeting adjourned at 8:36 p.m.

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

Nays: None

Secretary/May 23, 2023

President/May 23, 2023

Minutes of Special Meeting

The Board of Trustees

Seguin ISD

A Special Meeting of the Board of Trustees of Seguin ISD was held Monday, May 8, 2023, beginning at 6:30 PM in the Board Room, 1221 E. Kingsbury, Seguin, Texas.

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

Absent:

Also Present: Chris Schulz, Schulman, Lopez, Hoffer & Adelstein, LLP and Nancy Ramirez, Superintendent Secretary.

1. Call to Order

A. Mr. Guerra called the meeting to order at 6:31 p.m. and a quorum was established.

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

C. The pledges were led by Mr. Guerra, followed by a moment of silence.

2. Audience with the Board

No one signed up to address the Board.

3. Closed Session: The Board went into closed session at 6:34 p.m.

A. Pursuant to Texas Government Code Section §§ 551.071, 551.082, and 551.0821 – Level Three Parent Complaint and Consultation with legal counsel including possible telephone consultation with legal counsel, as necessary, to address legal concerns, implications, and answer any legal questions regarding the parent complaint or other posted agenda items.

1. Legal advice on review and potential revision of Board Operating Procedures.

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

4. Open Session: The Board reconvened at 8:40 p.m. No action was taken.

A. Possible action to approve revisions of the Board Operating Procedures.

5. Adjourn

Mrs. Thomas-Jimenez moved, seconded by Mr. Amador to adjourn the meeting. The meeting adjourned at 8:40 p.m.

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

Nays: None

ACTION ITEM:

Approval of Tax Collection Reports for April 2023

RECOMMENDATION:

That the Board of Trustees approves the Guadalupe County Tax Office Monthly Recap from Daryl John, Guadalupe County Tax Assessor-Collector for April 2023.

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 April 2023:

Current	\$	464,498
Delinquent		21,602
Penalty and Interest		64,641
Total Monthly Collections	\$	<u>550,741</u>
Total Tax Collections Year to Date	\$	<u>58,885,726</u>
Delinquent Tax Levy		2,696,421
Percent Collected through April 2023		55.56%
Percent of Tax Levy Collected last year		72.73%

EXHIBITS:

None

RESOURCE PERSONNEL:

Anthony Hillberg, Chief Financial Officer, CPA, RTSBA
Perla Romero, Director of Business Services
Sally Eckhart, Budget Coordinator

Submitted by:

(Signature)

(Name)

(Address)

(Telephone)

Date Submitted: 05/23/23

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

ACTION ITEM: **Approval of Proposed Budget Amendments & Financial Statements for April 2023**

RECOMMENDATION: That the Board of Trustees approve the proposed budget amendments and financial statements for the General Fund, Child Nutrition Fund, and Debt Service Fund as of April 30, 2023.

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


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

PAPERWORK IMPACT: None

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

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

RESOURCE PERSONNEL: Anthony Hillberg, Chief Financial Officer, CPA, RTSBA
Perla Romero, Director of Business Services
Sally Eckhart, Budget Coordinator

Submitted by:  Date Submitted: 05/23/23
(Signature) _____
(Name) Dr. Matthew Gutierrez, Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614

Function Codes

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

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

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

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

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

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

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

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

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

35 – Food Service – Expenditures for food service operations

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

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

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

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

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

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

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

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

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

**Seguin Independent School District
Proposed Budget Amendments and Financial Statements
General Operating Fund
April 2023**

	Budget				Actual			Budget Remaining	
	April 1, 2023	Proposed Amendment(s)		April 30, 2023	April 1, 2023	Current Month	April 30, 2023		
	Adopted Budget	Amended Budget	Programmatic Changes	Balance Neutral	Amended Budget	Year to Date	Activity		Year to Date
REVENUE									
Local									
Property Taxes-Current	35,924,796	40,500,000		-	40,500,000	39,385,561	321,480	39,707,041	792,959
Property Taxes-Delinquent	1,565,467	800,000		-	800,000	737,088	15,829	752,917	47,083
Property Taxes-Penalty & Interest	589,549	300,000		-	300,000	274,017	45,426	319,443	-
Interest Income	300,000	300,000		-	300,000	924,666	174,256	1,098,922	-
Other Local Income	106,000	106,000		-	106,000	437,544	11,556	449,100	-
State	27,589,065	33,068,877		-	33,068,877	13,364,560	1,773,241	15,137,801	17,931,076
Federal	1,167,000	1,167,000		-	1,167,000	1,997,814	120,845	2,118,659	-
REVENUE	67,241,877	76,241,877			76,241,877	57,121,251	2,462,633	59,583,884	18,771,118
EXPENSE									
11 - Instruction	37,553,166	43,396,119		8,282	43,404,401	23,876,592	3,129,834	27,006,426	16,397,975
12 - Instructional Resources & Media Svcs	1,023,887	1,058,321		-	1,058,321	670,542	76,069	746,612	311,709
13 - Curr & Instructional Staff Development	651,794	567,212		(9,431)	557,781	291,885	25,806	317,691	240,090
21 - Instructional Leadership	2,204,014	2,287,543		100	2,287,643	1,533,990	164,314	1,698,304	589,339
23 - School Leadership	4,857,232	5,054,022		6,343	5,060,365	3,332,469	427,253	3,759,722	1,300,643
31 - Guidance & Counseling Services	2,647,822	2,997,187		(644)	2,996,543	1,989,938	220,341	2,210,279	786,264
32 - Social Work Services	515,652	671,354		2,606	673,960	468,927	52,608	521,536	152,424
33 - Health Services	759,739	818,922		490	819,412	480,845	65,397	546,242	273,170
34 - Student Transportation	2,703,871	3,357,547		-	3,357,547	2,058,118	286,991	2,345,109	1,012,438
35 - Food Service	-	-		-	-	-	-	-	-
36 - Co-curricular Activities	2,041,009	2,262,709		(6,350)	2,256,359	1,500,892	174,728	1,675,620	580,739
41 - General Administration	2,348,125	3,296,358		-	3,296,358	2,632,245	260,373	2,892,618	403,740
51 - Plant Maintenance & Operations	6,712,126	7,844,744		1,000	7,845,744	5,468,585	558,282	6,026,867	1,818,877
52 - Security & Monitoring Services	535,602	663,577		1,589	665,166	487,926	59,140	547,066	118,100
53 - Data Services	1,976,884	2,158,471		-	2,158,471	1,597,289	123,202	1,720,491	437,980
61 - Community Services	75,270	30,022		(3,985)	26,037	18,977	1,066	20,043	5,994
71 - Debt Services	-	665,000		-	665,000	665,000	-	665,000	-
81 - Facilities Acquisition & Construction	-	684,250		-	684,250	478,798	(139,451)	339,347	344,903
99 - Intergovernmental Charges (Appraisal Servs)	635,684	730,684		-	730,684	530,609	-	530,609	200,075
EXPENSE	67,241,877	78,544,042			78,544,042	48,083,627	5,485,953	53,569,580	24,974,462
REVENUE OVER/(UNDER) EXPENSE	\$ -	\$ (2,302,165)	\$ -	\$ -	\$ (2,302,165)	\$ 9,037,623	\$ (3,023,319)	\$ 6,014,304	\$ (6,203,344)
Other Sources	-	-	-	-	-	-	-	-	-
Other Uses	-	-	-	-	-	-	-	-	-
OTHER SOURCES AND USES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
RESULT OF ACTIVITIES	\$ -	\$ (2,302,165)	\$ -	\$ -	\$ (2,302,165)	\$ 9,037,623	\$ (3,023,319)	\$ 6,014,304	\$ -
Additional Information to the Reader									
PRELIMINARY ESTIMATE - Fund Balance:					PRELIMINARY ESTIMATE - Fund Balance Test per Board Policy CE (LOCAL):				
22 - 23 Beginning Fund Balance - Restricted - Grants		\$ 468,865			Amended Budget Expense (official test will use actuals at year end)				
22 - 23 Beginning Unassigned Fund Balance		\$ 35,839,125			78,544,042				
22 - 23 Actual Year to Date Revenue Over/(Under) Expense	\$ 6,014,304				Less: Non-Operating Expenses/Fund Balance Assignments				
22 - 23 Actual Year to Date Other Sources and Uses	-				Assigned for MS Retention/Recruitment Stipends \$ (200,000)				
22 - 23 Budget Remaining Revenue Over/(Under) Expense	\$ (6,203,344)				Assigned for Special Education Dept Furniture \$ (20,000)				
					Assigned for SHS Football Helmets \$ (20,000)				
					Assigned for SHS Band & Mariachi Uniforms & Instruments \$ (30,250)				
					Assigned for Intercession workday Oct 19, 2022 \$ (60,000)				
					Assigned for Early Education Allotment \$ (468,865)				
					Assigned for 22-23 QZAB Payment (6 of 15) \$ (665,000)				
					Assigned for Advanced Competition travel reserve \$ (50,000)				
					Assigned for District Phone System Replacement \$ (67,800)				
					Assigned for Bond Planning Contract, BB Complex & Pre-Bond design \$ (500,250)				
					Assigned for Safety and Security project designs \$ (20,000)				
					Assigned for Welding Shop Upgrades \$ (200,000)				
					Assigned for Covid 19 Funding Reserve \$ (6,000,000)				
					Total Non-Operating Expenses \$ (8,302,165)				
					22 - 23 Budgeted Operating Expense (official test will use actuals at year end) \$ 70,241,877				
					25% Unassigned Fund Balance Criteria as per Board Policy CE (LOCAL) 25%				
					22 - 23 Minimum Unassigned Fund Balance \$ 17,560,469				
					* 22 - 23 Estimated Ending Unassigned Fund Balance (Unaudited) \$ 36,118,950				
					Projected Unassigned Fund Balance Over/(Under) CE (LOCAL) Requirement \$ 18,558,480				

Seguin Independent School District
Budget Amendment Detail For General Operating Fund
April, 2023

Budget Report - Attachment 1
23-May-2023

Revenues:

Total Revenue Increase (Decrease)

\$ -

Expenditures:

Total Expenditures Increase (Decrease)

\$ -

Other Sources:

Total Other Sources Increase (Decrease)

\$ -

**Seguin Independent School District
Proposed Budget Amendments and Financial Statements
Child Nutrition Fund
April 2023**

	Budget					Actual			Budget Remaining
	Adopted Budget	April 1, 2023	Proposed Amendment(s)		April 30, 2023	April 1, 2023	Current Month	April 30, 2023	
		Amended Budget	Programmatic Changes	Balance Neutral	Amended Budget	Year to Date	Activity	Year to Date	
REVENUE									
Local									
Property Taxes-Current									
Property Taxes-Delinquent									
Property Taxes-Penalty & Interest									
Interest Income	20,000	20,000	-	-	20,000	67,865	11,224	79,090	-
Other Local Income	571,000	571,000	-	-	571,000	201,027	24,748	225,775	345,225
State	70,000	70,000	-	-	70,000	14,450	20,492	34,943	35,057
Federal	4,489,000	4,489,000	-	-	4,489,000	4,362,723	632,313	4,995,036	-
REVENUE	5,150,000	5,150,000	-	-	5,150,000	4,646,066	688,778	5,334,844	380,282
EXPENSE									
11 - Instruction									
12 - Instructional Resources & Media Svcs									
13 - Curr & Instructional Staff Development									
21 - Instructional Leadership									
23 - School Leadership									
31 - Guidance & Counseling Services									
32 - Social Work Services									
33 - Health Services									
34 - Student Transportation									
35 - Food Service	5,137,250	5,131,550	983,218	(6,500)	6,108,268	3,917,794	553,627	4,471,421	1,636,847
36 - Co-curricular Activities									
41 - General Administration									
51 - Plant Maintenance & Operations	12,000	12,000		6,500	18,500	8,102	698	8,800	9,700
52 - Security & Monitoring Services	750	6,450	-	-	6,450	6,139	44	6,183	267
53 - Data Services									
61 - Community Services									
71 - Debt Services									
81 - Facilities Acquisition & Construction									
99 - Intergovernmental Charges (Appraisal Svcs)									
EXPENSE	5,150,000	5,150,000	983,218	-	6,133,218	3,932,035	554,368	4,486,403	1,646,815
REVENUE OVER/(UNDER) EXPENSE	\$ -	\$ -	\$ (983,218)	\$ -	\$ (983,218)	714,031	134,410	848,441	(1,266,533)
Other Sources	-	-	-	-	-	-	-	-	-
Other Uses	-	-	-	-	-	-	-	-	-
OTHER SOURCES AND USES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
RESULT OF ACTIVITIES	\$ -	\$ -	\$ (983,218)	\$ -	\$ (983,218)	\$ 714,031	\$ 134,410	\$ 848,441	

Additional Information to the Reader			
PRELIMINARY ESTIMATE - Fund Balance:			
<i>22 - 23 Beginning Fund Balance (Unaudited)</i>			
Unassigned	\$	2,590,077	
Non Spendable-Inventory	\$	61,139	
<i>Total 22 - 23 Beginning Fund Balance (Unaudited)</i>	\$	2,651,216	
<i>22 - 23 Actual Year to Date Revenue Over/(Under) Expense</i>	\$	848,441	
<i>22 - 23 Actual Year to Date Other Sources and Uses</i>	\$	-	
<i>22 - 23 Budget Remaining Revenue Over/(Under) Expense</i>	\$	(1,266,533)	
<i>22 - 23 Estimated Year End Result of Activities</i>	\$	(418,092)	
22 - 23 Estimated Ending Fund Balance (Unaudited)	\$	2,233,123	

Seguin Independent School District
Budget Amendment Detail For Child Nutrition Fund
April, 2023

Budget Report - Attachment 1
23-May-2023

Revenues:

Total Revenue Increase (Decrease) \$ -

Expenditures:

BUA 285
Function 35
Fund balance assignment to purchase kitchen equipment \$ 983,218
Board Approved RPF 2/28/2023

Total Expenditures Increase (Decrease) \$ 983,218

Other Sources:

Total Other Sources Increase (Decrease) \$ -

Seguin Independent School District
Proposed Budget Amendments and Financial Statements
Debt Service Fund
April 2023

	Budget					Actual			Budget Remaining
	Adopted Budget	April 1, 2023	Proposed Amendment(s)		April 30, 2023	April 1, 2023	Current Month	April 30, 2023	
		Amended Budget	Programmatic Changes	Balance Neutral	Amended Budget	Year to Date	Activity	Year to Date	
REVENUE									
Local									
Property Taxes-Current	15,200,000	15,200,000	-	-	15,200,000	17,537,539	143,018	17,680,557	-
Property Taxes-Delinquent	200,000	200,000	-	-	200,000	293,047	5,773	298,820	-
Property Taxes-Penalty & Interest	136,682	136,682	-	-	136,682	107,732	19,215	126,947	9,735
Interest Income	-	-	-	-	-	300,698	78,593	379,291	-
Other Local Income	-	-	-	-	-	-	-	-	-
State	-	-	-	-	-	933,678	-	933,678	-
Federal	-	-	-	-	-	-	-	-	-
REVENUE	15,536,682	15,536,682	-	-	15,536,682	19,172,694	246,599	19,419,293	9,735
EXPENSE									
11 - Instruction									
12 - Instructional Resources & Media Svcs									
13 - Curr & Instructional Staff Development									
21 - Instructional Leadership									
23 - School Leadership									
31 - Guidance & Counseling Services									
32 - Social Work Services									
33 - Health Services									
34 - Student Transportation									
35 - Food Service									
36 - Co-curricular Activities									
41 - General Administration									
51 - Plant Maintenance & Operations									
52 - Security & Monitoring Services									
53 - Data Services									
61 - Community Services									
71 - Debt Services	15,536,682	15,536,682	-	-	15,536,682	12,911,682	-	12,911,682	2,625,000
81 - Facilities Acquisition & Construction									
99 - Intergovernmental Charges (Appraisal Servs)									
EXPENSE	15,536,682	15,536,682	-	-	15,536,682	12,911,682	-	12,911,682	2,625,000
REVENUE OVER/(UNDER) EXPENSE	\$ -	\$ -	\$ -	\$ -	\$ -	6,261,012	246,599	6,507,612	\$ (2,615,266)
Other Sources	-	-	-	-	-	-	-	2,308	
Other Uses	-	-	-	-	-	-	-	-	
OTHER SOURCES AND USES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,308.36	
RESULT OF ACTIVITIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,261,012	\$ 246,599	\$ 6,509,920	

Additional Information to the Reader			
PRELIMINARY ESTIMATE - Fund Balance:			
22 - 23 Beginning Fund Balance (Unaudited)		\$ 12,761,789	
Total 22 - 23 Beginning Fund Balance (Unaudited)		\$ 12,761,789	
22 - 23 Actual Year to Date Revenue Over/(Under) Expense		\$ 6,507,612	
22 - 23 Actual Year to Date Other Sources and Uses		\$ 2,308	
22 - 23 Budget Remaining Revenue Over/(Under) Expense		\$ (2,615,266)	
22 - 23 Estimated Year End Result of Activities		\$ 3,894,654	
22 - 23 Estimated Ending Fund Balance (Unaudited)		\$ 16,656,443	

Revenues:

Total Revenue Increase (Decrease) \$ -

Expenditures:

Total Expenditures Increase (Decrease) \$ -

Other Sources:

Total Other Sources Increase (Decrease) \$ -

ACTION ITEM:

Approval of Donations Received April 2023

RECOMMENDATION:

That the Board of Trustees approve donations received by the District during the month of April 2023.

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:

Anthony Hillberg, Chief Financial Officer, CPA, RTSBA
Perla Romero, Director of Business Services
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: 05/23/23

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

Donor	Purpose	Campus Receiving Donation	Date Rcvd	Amount	Board Approval
Olstad Family	Donated funds for Pamela Olstad Memorial Library	Patlan Elementary	04/12/23	\$ 3,000.00	Pending
Seguin Kiwanis Club	Student supplies for special education program	SISD MSSD	04/20/23	\$ 100.00	Pending
Dishongh, Lisa	Student supplies for special education program	SISD MSSD	04/20/23	\$ 25.00	Pending
Angel Pest Control	Donated funds for Get Active Day	SISD MSSD	04/20/23	\$ 300.00	Pending

NOTE: This listing includes only documented, unsolicited donations received by the District during April 2023. 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.

INFORMATION ITEM: **Seguin Independent School District Purchasing Cooperative Management Fees Report 2022-2023**

RECOMMENDATION: Inform the Board of Trustees that Seguin ISD has membership in, and has paid any associated management fees, to purchasing cooperatives as indicated on the attached exhibit.

RATIONALE: According to H.B. No. 273, Sec. 44.0331, a school district that enters into a purchasing contract valued at \$25,000 or more under Section 44.031(a)(5), under Subchapter F, Chapter 271, Local Government Code, or under any other cooperative purchasing program authorized for school districts by law shall document any contract-related fee, including any management fee, and the purpose of each fee under the contract.

Additionally, Subsection (b) states that, the amount, purpose, and disposition of any fee described by Subsection (a) must be presented in a written report and submitted annually in an open meeting of the board of trustees of the school district. The written report must appear as an action item. Subsection (c) states that, the commissioner may audit the written report described by Subsection (b).

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

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

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


PAPERWORK IMPACT: None

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

EXHIBITS: Seguin ISD Purchasing Cooperative Management Fees

RESOURCE PERSONNEL: Anthony Hillberg, Chief Financial Officer, CPA, RTSBA
Perla Romero, Director of Business Services
Jennifer Raske Martinez, Purchasing Coordinator, CTSBO

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


Date Submitted: 05/23/23
Dr. Matthew Gutierrez, Superintendent
1221 E. Kingsbury St., Seguin, TX 78155
(830) 401-8614

**Seguin Independent School District
Purchasing Cooperative Management Fees**

Cooperative Name	Associated Fees	Notes
BuyBoard	\$ -	No management fees for BuyBoard.
Central Texas Purchasing Alliance (CTPA)	\$ 150.00	Annual fee of \$150.00 assessed in December 2022 for calendar year 2023.
Choice Partners	\$ -	No management fees for Choice Partners.
Equalis Group	\$ -	No management fees for Equalis
ESC Region 2, GoodBuy	\$ -	No management fees for GoodBuy.
ESC Region 19, Allied States Purchasing Cooperative	\$ -	No management fees for Allied States.
ESC Region 20, 2013 Purchasing Cooperative	\$ 1,647.00	Annual fees for General Supplies (\$875.00) and Ed Tech (\$772.00).
OMNIA Partners (U.S. Communities and National IPA/TCPN)	\$ -	No management fees for Omnia Partners.
Purchasing Association of Cooperative Entities (PACE)	\$ -	No management fees for Pace - included as part of 2013 Purchasing Cooperative membership.
Sourcwell	\$ -	No management fees for Sourcwell.
Texas 20	\$ -	No management fees for Texas 20.
Texas Department of Information Resources (DIR)	\$ -	No fees. No customer membership required. Seguin ISD qualifies to use DIR as a Public School District.
Texas Smart Buy	\$ 100.00	Annual member ship fee of \$100.00.
The Interlocal Purchasing System (TIPS)	\$ -	No management fees for TIPS.
Total	\$ 1,897.00	

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

RECOMMENDATION: The Board of Trustees recognizes and acknowledges the new professional hires for the 2023 – 2024 school year and the resignations listed below.

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

Name	Campus	Effective
Aldridge, Allison	Vogel Elementary	8/2/2023
Brodbeck, Taylor	McQueeney Elementary	8/2/2023
Chapin, Charlotte	AJB Middle School	8/2/2023
Currie, Chelsea	Jefferson Elementary	8/2/2023
Day, Leslie	Matador Special Services	7/31/2023
Garcia, Ernesto	Seguin High School	8/2/2023
Harvey, Kimberly	McQueeney Elementary	8/2/2023
Hawthorne, Brixx	Seguin High School	8/2/2023
Kohutek, Joshua	Matador Special Services	7/31/2023
Larko, Kambra	Vogel Elementary	8/2/2023
Leavitt, Marty	Matador Special Services	8/2/2023
Long, Elisa	Matador Special Services	8/2/2023
Mac Diarmid, Sean	Jefferson Elementary	8/2/2023
Perez, Maria	Vogel Elementary	8/2/2023
Rodriguez, Yvonne	Weinert Elementary	8/2/2023
Smith, Michelle	Ball Early Childhood	8/2/2023
Toto, Emmaleigh	Seguin High School	8/2/2023
Whitehead, Bianca	AJB Middle School	8/2/2023

**BOARD’S
ACKNOWLEDGEMENT
RESIGNATIONS:**

Alperin, Howard, DAEP, effective 5/26/2023

Mr. Alperin, English Teacher, has resigned due to personal reasons. Mr. Alperin has 1 year with Seguin ISD.

Benavides, AnaMar, Patlan Elementary, effective 5/26/2023

Ms. Benavides, Bilingual Interventionist, has resigned and accepted a position with New Braunfels ISD.

Ms. Benavides has 5 months with Seguin ISD.

Cowey, Kambri, Patlan Elementary, effective 5/26/2023

Ms. Cowey, Reading Interventionist, has resigned due to relocation.

Ms. Cowey has 1 year with Seguin ISD.

Doherty, Cynthia, McQueeney Elementary, effective 5/26/2023

Ms. Doherty, 5th Grade Math, has resigned and accepted a position with a new school district.

Ms. Doherty has 4 years with Seguin ISD.

Garcia, Jennifer, Jefferson Elementary, effective 5/26/23

Ms. Garcia, Special Education teacher. Has resigned due to certification requirements.

Ms. Garcia has 2 years with Seguin ISD.

Garcia, Patricia, Seguin High School, effective 5/26/23

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

Ms. Garcia has 2 ½ years with Seguin ISD.

Hubertus, Savannah, AJB Middle School, effective 5/26/2023

Ms. Hubertus, History Teacher, has resigned to move closer to family.

Ms. Hubertus has 1 year with Seguin ISD.

Johnson, Kimberli, Seguin High School, effective 6/13/2023

Ms. Johnson, Counselor, has resigned to pursue a career outside of education.

Ms. Johnson has 5 years with Seguin ISD.

Lackorn, Brandon, Vogel Elementary, effective 5/26/2023

Mr. Lackorn, 5th Grade Teacher, has resigned due to personal reasons.

Mr. Lackorn has 1 year with Seguin ISD.

Martinez, Alexandra, Patlan Elementary, effective 5/26/2023

Ms. Martinez, 4TH Grade Teacher, has resigned due to certification requirements.

Ms. Martinez has 1 year with Seguin ISD.

Robbins, Steven, Vogel Elementary, effective 5/26/2023

Mr. Robbins, Music Teacher, has resigned due to personal reasons.

Mr. Robbins has 1 year with Seguin ISD.

Salazar, Edward, Matador Special Services, effective 6/20/2023

Mr. Salazar, Counselor, has resigned to move closer to home.

Mr. Salazar has 1 year with Seguin ISD.

Wiley, Marilyn, McQueeney Elementary, effective 5/26/2023

Ms. Wiley, 3rd Grade Teacher, has resigned due to personal reasons.

Ms. Wiley has 6 years with Seguin ISD.

RATIONALE:

Strategic Priority 4: Creating a Thriving Learning Community.

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.

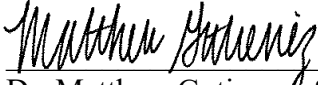
EXHIBITS:

Information Sheet

**RESOURCE
PERSONNEL:**

Cynthia Moreno, Chief Human Resource Officer

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

 Date Submitted: 05/23/23
Dr. Matthew Gutierrez, Superintendent
1221 E. Kingsbury St., Seguin, TX 78155
(830) 401-8614

Seguin ISD PIA requests received from April 13-May 10, 2023

Date	Requester	Requested documents	Status	Action
04/14/23 050	Derek Griggs, WR Griggs Construction	All evaluation sheets for the Ball classroom edition project. Also, I am wanting the names of the evaluators who did the scoring of this project. Also, please send the names of each of the references that you contacted in my honor. I am also wanting to know who were the companies who interviewed for this project.	Completed	Documents provided
04/27/23 051	Carlos Moreno, Bond 2023	I am requesting the voting information of all of the parents that have voted and voting locations.	Completed	Document provided
05/09/23 052	Betty Humphris, Guadalupe Co. Retired School Personnel	List of 2022-23 retirees and campus.	In progress	
05/10/23 053	Grace Delgadillo	I request the job descriptions for the 3 following jobs: Director of CCMR, CCMR Coordinator, College Pathways Specialist I request the 2021-2022, 2022-2023 pay schedule for the following job positions: Director of CCMR, CCMR Coordinator, College Pathways Specialist	In progress	

ACTION ITEM: **Adopt a Resolution for the Assignment of Fund Balance**

RECOMMENDATION: That the Board of Trustees adopt the Resolution for the Assignment of Fund Balance as presented.

RATIONALE: School districts have the authority to assign General Operating Fund balances for specific purposes. In order to make changes within fund balance classifications, the School Board must adopt those changes by resolution. Districts use this practice to plan for large one-time purchases and to prepare for upcoming projects or initiatives.

REFERENCE and COMPLIANCE: CE (LEGAL) and CE (LOCAL) Annual Operating Budget


PAPERWORK IMPACT: None

BUDGET IMPACT / INFORMATION: Funding provided by assigning unassigned fund balance.

EXHIBITS: Resolution

RESOURCE PERSONNEL: Anthony Hillberg, Chief Financial Officer, CPA, RTSBA
Perla Romero, Director of Business Services

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



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

Date Submitted: 05/23/23

**RESOLUTION OF THE SEGUIN INDEPENDENT SCHOOL DISTRICT
BOARD OF TRUSTEES
ASSIGNMENT OF FUND BALANCE**

WHEREAS, the Governmental Accounting Standards Board (“GASB”) has adopted Statement 54 (“GASB 54”), a new standard for governmental fund balance reporting and governmental fund type definitions; and

WHEREAS, Seguin Independent School District (“Seguin ISD”) has implemented GASB Statement 54 requirements; and

WHEREAS, Seguin ISD desires adjustments to Assigned Fund Balance; and

NOW THEREFORE BE IT RESOLVED THAT Seguin ISD hereby adopts the following policy:

FUND BALANCE POLICY

Fund balance measures the net financial resources available to finance expenditures of future periods.

The District’s Unassigned General Fund Balance will be maintained to provide the District with sufficient working capital and a margin of safety to address local and regional emergencies without borrowing. The Unassigned General Fund Balance may only be appropriated by resolution of the Board of Trustees.

Fund Balance of the District may be committed for a specific purpose by formal action of the Seguin ISD Board of Trustees and may be amended or modified at a later date.

When appropriate for fund balance to be assigned, the Board delegates authority to the Superintendent or the Chief Financial Officer.

In circumstances where expenditure is to be made for a purpose for which amounts are available in multiple fund balance classifications, the order in which resources will be expended is as follows: restricted fund balance, committed fund balance, assigned fund balance, and unassigned fund balance.

NOW THEREFORE BE IT RESOLVED that Seguin ISD Board of Trustees assigns Unassigned Fund Balance for the following:

Holdsworth Partnership (2023 to 2026 Total Allotment)	\$300,000
<i>(District & Campus Leadership Development)</i>	
Cardonex Subscription (2022 to 2025 Total Allotment).....	95,000
<i>(Master Scheduling Software)</i>	
State & Federal Education (SAFE) Services.....	<u>25,000</u>
<i>(Financial & Programmatic Compliance Efficiency Audit Services (State Compensatory Education))</i>	
 Subtotal	 <u>\$420,000</u>

**RESOLUTION OF THE SEGUIN INDEPENDENT SCHOOL DISTRICT
BOARD OF TRUSTEES
ASSIGNMENT OF FUND BALANCE**

Trustees voting in favor of the Resolution:

The undersigned, being the Secretary of the Board, hereby certifies that the foregoing represents a true copy of a Resolution of the Seguin ISD Board of Trustees, duly held on _____, 2023, which Resolution is in full force and effect, and has not been revoked or amended.

Board Secretary

Dated: _____

ACTION ITEM:

Approval of the General Contractor for Fencing at Koennecke, Patlan, Rodriguez, and Vogel (RFP #: 23-05)

RECOMMENDATION:

That the Board of Trustees authorize the Superintendent to execute a contract with Dawson Construction as the General Contractor of the fencing project at Koennecke, Patlan, Rodriguez, and Vogel (RFP #: 23-05).

RATIONALE:

A Requests for Proposals (RFP#: 23-05) was issued on March 29, 2023, for fencing at Koennecke, Patlan, Rodriguez, and Vogel Elementaries. The bid was competitively solicited in compliance with Board Policy and Sections 2269.151-.155 of the Government Code.

District administration makes this recommendation based on the following construction related matters as authorized by the Board of Trustees on December 13, 2022:

1. Procurement Method: Request for Proposal
2. Respondents must use prevailing wage rates established by the United States Department of Labor in accordance with the Davis-Bacon Act (40 U.S.C. Section 276a et seq.), and its subsequent amendments, as applicable to the project.
3. Weighted Selection Criteria:
 - * 20 points - Price
 - * 10 points - Vendor Reputation
 - * 10 points - Quality of Goods/Services
 - * 10 points - Meets District Needs
 - * 10 points - Experience with Seguin ISD
 - * 60 points - Maximum Overall Score

REFERENCE and COMPLIANCE:

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

BUDGET IMPACT / INFORMATION:

Funds to be provided by the Capital Improvement Fund (2022 Bond).

EXHIBITS:

Bid Tabulation & Recommendation

RESOURCE PERSONNEL:

Anthony Hillberg, Chief Financial Officer, CPA, RTSBA
Perla Romero, Director of Business Services
Jennifer Raske Martinez, Purchasing Coordinator, CTSBO
James Pizana, Director of Facilities and Maintenance
Robert Gonzales, Maintenance Coordinator

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



Date Submitted: 05/23/23

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

Seguin ISD Bid Tabulation Summary Fencing (RFP: 23-05)

TYPE	PROJECT TITLE
RFP	Fencing
NUMBER	ISSUING DEPARTMENT
23-05	Maintenance

	DATE 1	DATE 2
POSTING	04/05/23	04/12/23
PRE-BID	N/A	N/A
CLOSING	05/01/23	N/A
BOARD	05/23/23	N/A

RESPONDENT (Rank Order)	PRICE (Grand Total)	AVERAGE SCORE					TOTAL <i>(*rounded averages)</i>
		(% deviation x 0.5)					
		MAX 20	MAX 10	MAX 10	MAX 10	MAX 10	
	PRICE (SCORE)	VENDOR REPUTATION	QUALITY OF GOODS/SER VICES	MEETS DISTRICT NEEDS	PAST RELATIONS HIP WITH SISD		
Dawson Construction, LLC	\$ 1,295,000	20	10	10	10	9	59
							-
							-
							-
							-
							-

RECOMMENDATION	SCORE	PRICE	JUSTIFICATION FOR THIS RECOMMENDATION
Dawson Construction, LLC	59	\$ 1,295,000	The evaluation team, consisting of four staff members representing various areas of District operations, considers the Dawson Construction proposal to be the best value for this project. Dawson Construction's pricing and experience with Seguin ISD were key factors leading to this recommendation.

ACTION ITEM:

Approval of the General Contractor for the Welding Shop at Seguin High School (RFP #: 23-06)

RECOMMENDATION:

That the Board of Trustees authorize the Superintendent to execute a contract with Azteca Designs Inc. as the General Contractor of the Welding Shop project at Seguin High School (RFP #: 23-06).

RATIONALE:

A Requests for Proposals (RFP#: 23-06) was issued on April 12, 2023, for the Welding Shop at Seguin High School. The bid was competitively solicited in compliance with Board Policy and Sections 2269.151-.155 of the Government Code.

District administration makes this recommendation based on the following construction related matters as authorized by the Board of Trustees on December 13, 2022:

1. Procurement Method: Competitive Sealed Proposal
2. Respondents must use prevailing wage rates established by the United States Department of Labor in accordance with the Davis-Bacon Act (40 U.S.C. Section 276a et seq.), and its subsequent amendments, as applicable to the project.
3. Weighted Selection Criteria:
 - * 20 points - Price
 - * 8 points - Overall Experience
 - * 2 points - Experience with SISD
 - * 10 points - Last 5 Projects
 - * 5 points - Project Team
 - * 5 points - Safety Record
 - * 5 points - Overall Grasp of Project
 - * 5 points - Sub Contractors to be Used
 - * 60 points - Maximum Overall Score

REFERENCE and COMPLIANCE:

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

BUDGET IMPACT / INFORMATION:

Funds to be provided by the General Operating Fund.

EXHIBITS:

Bid Tabulation & Recommendation

RESOURCE PERSONNEL:

Anthony Hillberg, Chief Financial Officer, CPA, RTSBA
Perla Romero, Director of Business Services
Jennifer Raske Martinez, Purchasing Coordinator, CTSBO
James Pizana, Director of Facilities and Maintenance

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



Date Submitted: 05/23/23

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

Seguin ISD Bid Tabulation Summary Welding Shop (RFCSP: 23-06)

TYPE	PROJECT TITLE
RFCSP	Welding Shop
NUMBER	ISSUING DEPARTMENT
23-06	Maintenance

	DATE 1	DATE 2
POSTING	04/19/23	04/26/23
PRE-BID	04/26/23	N/A
CLOSING	05/10/23	N/A
BOARD	05/23/23	N/A

RESPONDENT (Rank Order)	PRICE (Grand Total)	AVERAGE SCORE									TOTAL (*rounded averages)
		(% deviation x 0.5)									
		MAX 20	MAX 8	MAX 2	MAX 10	MAX 5	MAX 5	MAX 5	MAX 5	MAX 60	
	PRICE (SCORE)	EXPERIENCE	EXPERIENCE WITH SISD	LAST 5 PROJECTS	PROJECT TEAM	SAFETY	OVERALL GRASP	SUB LIST			
Azteca Designs Inc.	\$ 361,900	20	8	2	10	5	5	5	5	60	
										-	
										-	
										-	
										-	

RECOMMENDATION	SCORE	PRICE	JUSTIFICATION FOR THIS RECOMMENDATION
Azteca Designs Inc.	60	\$ 361,900	The evaluation team, consisting of four staff members representing various areas of District operations, considers the Azteca Designs Inc. proposal to be the best value. The allocated budget for the project is \$200,000 (Assigned Fund Balance on February 28, 2023). District administration will negotiate a reduction in project scope to accommodate the limited budget.

ACTION ITEM: **Possible Action to Approve Superintendent’s Evaluation Instrument**

RECOMMENDATION: That the Board of Trustees approve the Superintendent’s Evaluation Instrument.

RATIONALE: The Board by state statute and policy must evaluate the Superintendent at least every 15 months before the Board evaluates the Superintendent it shall approve the instrument.

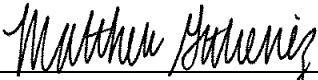
REFERENCE and COMPLIANCE: BJCD (LEGAL) (LOCAL): Superintendent: Evaluation Strategic Priority 2: Supporting and Valuing Staff

PAPERWORK IMPACT: None

BUDGET IMPACT/ INFORMATION: None

EXHIBITS: Superintendent Evaluation Instrument, 2022-2023

RESOURCE PERSONNEL: Dr. Matthew Gutierrez, Superintendent of Schools
Allison Pape, Innovation Specialist

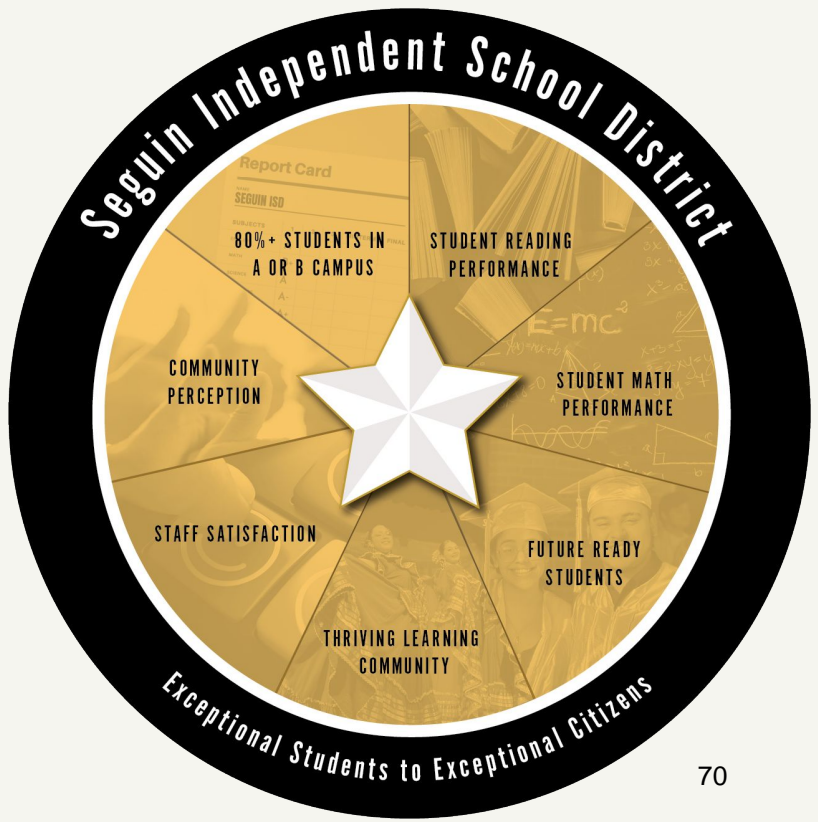
Submitted by:  Date Submitted: 05/23/23
(Signature) _____
(Name) Dr. Matthew Gutierrez, Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614



Seguin ISD Superintendent's Evaluation Instrument

May 23, 2023

Seguin ISD Board of Trustees



Recommendation

That the Seguin ISD Board of Trustees approve the Superintendent's Evaluation Instrument, 2022-2023.





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

Vision: Exceptional students to exceptional citizens.



Strategic Priorities



1. Creating + Supporting Future Ready Students



2. Supporting + Valuing Staff



3. Developing Relationships with Family + the Community



4. Creating a Thriving Learning Community

Seguin Independent School District

STRATEGIC GOALS



- 

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

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

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

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

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

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

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

Seguin ISD Superintendent's Evaluation Instrument, 2022-2023

Strategic Goals	Possible Points
1. 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.	20
2. Increase the percentage of third grade students who score meets grade level or above on STAAR Mathematics from 35% to 49% by August 2025.	20
3. Increase the percentage of graduates who meet the College, Career, or Military Readiness (CCMR) requirements from 39% to 73% by August 2025.	15
4. Seguin ISD will build a thriving learning community as indicated on a numerical score of 80 or higher on the balanced scorecard.	20
5. Seguin ISD will improve staff satisfaction as determined by the Organizational Health Inventory (OHI).	NA
6. Seguin ISD will improve student, staff, parent, and community perception as determined by the Net Promoter Score.	15
7. 80% or more of SISD students will be enrolled in a campus that is rated A or B by August 2025.	73 ¹⁰
Total Points	100

Timeline of Events

Date	Event/Topic
April 5	Board Workshop: Discussion Regarding Superintendent's Evaluation Instrument
April 10	DEIC Meeting: Review Draft Superintendent's Evaluation Instrument
May 15	DEIC Meeting: Vote to approve Superintendent's Evaluation Instrument
May 23	Regular Board Meeting: Possible Approval of Superintendent's Evaluation Instrument
September 13	Special Board Meeting: Possible Approval of Superintendent's Evaluation