

Agenda of Regular Meeting

The Board of Trustees Seguin ISD

A Regular Meeting of the Board of Trustees of Seguin ISD will be held October 30, 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. Student/Staff/Board/Community Recognition 4
 - B. Campus Highlight 5
3. **Audience with the Board**

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

 - A. those wishing to speak shall sign up before the meeting begins stating the concern or noting the agenda item they wish to address; audience participation is limited to five minutes; the Board shall not deliberate any subject that is not on the posted agenda.
4. **Reports/Information Items:**
 - A. Report Board of Trustees Continuing Education Hours 6
 - B. Seguin Education Foundation's Annual Report 9
 - C. Seguin ISD 2022-2023 Bilingual/English as a Second Language (ESL) Program Evaluation and Texas English Language Proficiency Assessment (TELPAS) Results 28
5. **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such items shall be acted upon by one vote without separate discussion, unless a Board Member requests that an item be withdrawn for individual consideration.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 Regular Meeting - September 26, 2023; Special Meeting - October 10, 2023, and Special Meeting - October 16, 2023.	51
B.	Approval of Tax Collection Reports for September 2023	59
C.	Approval of Proposed Budget Amendments & Financial Statements for September 2023	60
D.	Approval of Donations Received September 2023	68
E.	Approval of District-Wide Plumbing Systems Maintenance, Equipment, Parts, And Services (RFP #: 24-02)	70
F.	Approval of District-Wide Facilities Maintenance, Electrical Equipment, Parts, And Services (RFP #: 24-04)	72
G.	Approval of District-Wide Special Education Services (RFP #: 24-05)	74
H.	Approval of District-Wide Educational Consulting Services (RFP #: 24-06)	76
I.	Information Regarding Purchases Through the TIPS Purchasing Cooperative for a total cost of \$222,831	78
J.	Information Regarding Purchases Through the DIR Purchasing Cooperative for a total cost of \$159,097	79
K.	Information Regarding Purchases Through the BuyBoard Purchasing Cooperative for a total cost of \$207,213	80
L.	Information Regarding Purchases Through the Allied States Purchasing Cooperative for a total cost of \$108,177	81
M.	Information Regarding Purchases Through the 2013 Purchasing Cooperative for a total cost of \$82,752	82
N.	Information Regarding the Contract Between Seguin ISD and The Career Academy of Training for Nursing Aide and Phlebotomy Training Services in the Amount of \$53,500.	83
O.	Bilingual Education Exception and English as a Second Language Waivers	90
P.	Personnel Information - Professional Employees	91
Q.	Acknowledge Public Information Act Requests September-October 2023	93
6.	Action Items	
A.	Appointment of Director(s) to the Seguin Education Foundation	96
B.	Adopt a Resolution for the Assignment of Fund Balance	97
C.	Discussion and Possible Action Find No Good Cause Exists for Educator Resignation	102
7.	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).
 - C. Pursuant to Texas Government Code Section § 551.074 - Deliberation of appointment of District 3 Trustee seat.
 - D. Pursuant to Texas Government Code Section § 551.072 - Discuss the sale, purchase, exchange, lease, or value of real property.
8. **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).
 - B. Possible action regarding identified options for land acquisition.
 - C. Consideration and possible action regarding the appointment of District 3 Trustee.
 - D. Administer Oath of Office to Appointed District 3 Trustee.
9. **Board Comments and Request**
10. **Adjourn**

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 Ave. 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. Veronica Vijil, Interim Superintendent
Sean Hoffmann, Chief Communications Officer

Submitted by: Veronica Vijil Date Submitted: 10/30/23
(Signature) Dr. Veronica Vijil, Interim Superintendent
(Name) 1221 E. Kingsbury St., Seguin, TX 78155
(Address) (830) 401-8614
(Telephone)

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 Jefferson Ave. Elementary School. Principal Chris Podorsky will highlight progress on a campus goal of improving the Net Promoter Score. The increased opportunities for community involvement, student committees and parent engagement has had a positive cultural impact for Jefferson Ave. stakeholders.

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 2023-24 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: Veronica Vijn Date Submitted: 10/30/23
(Signature) Dr. Veronica Vijn, Interim Superintendent
(Name) 1221 E. Kingsbury St., Seguin, TX 78155
(Address) (830) 401-8614
(Telephone)

INFORMATION ITEM:

Report Board of Trustees Continuing Education Hours

RECOMMENDATION:

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

RATIONALE:

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

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

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

During the 2021 Legislative Session, House Bill 690 was passed. House Bill 690 requires all trustees to complete training on School Safety every two years. All newly elected or appointed board members must complete the training within 120 days after the trustee's election or appointment. The training was first made available on TEA Learn in February 2022.

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

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

Tier Three (Discretionary Continuing Education): *First-year* board members must receive at least 10 hours of additional

continuing education. *Experienced* board members must receive at least five hours of additional continuing education each year.

Tier Four (Evaluating and Improving Student Outcomes):

During the 2017 Legislative Session, Senate Bill 1566 was passed. Senate Bill 1566 introduced a new required training for trustees of at least three hours on evaluating student academic performance and the oversight role of the board. State law requires all board members who were serving as of September 1, 2017 to complete this training before September 1, 2018. All newly elected or appointed board members must complete the training within their first 120 days. Then all board members will need to complete this training every two years.

**REFERENCE
and COMPLIANCE:**

BBD (LEGAL) Board Members, Training and Orientation

PAPERWORK IMPACT:

Routine paperwork and bookkeeping

**BUDGET IMPACT/
INFORMATION:**

None

EXHIBITS:

Chart of School Board Continuing Education Hours Completed

**RESOURCE
PERSONNEL:**

Alejandro R. Guerra, Board President
Dr. Veronica Vijil, Interim Superintendent

Submitted by: _____ Date Submitted: 10/30/23
(Signature) Veronica Vijil
(Name) Dr. Veronica Vijil, Interim Superintendent
(Address) 1221 E. Kingsbury St., Seguin, Texas 78155
(Telephone) (830) 401-8614

Seguin ISD School Board Continuing Education Record

Date Last Updated: October 2023

Name	Tier One		Tier Two	Tier Three	Tier Four	Cybersecurity	Child Abuse Prevention	School Safety SBOE	Open Meetings	Public Information Act	Status
	Local Orientation*	Education Code Orientation or Legislative Update	Team-Building	Continuing Education in Assessed Needs	Evaluating & Improving Student Outcomes ***	Required of All Elected Public Officials	Required of All Elected Public Officials***	Required of All Elected Public Officials***	Required of All Elected Public Officials*	Required of All Elected Public *Officials**	C = Completed Hours D = Deficient Hours E = Exceeded Hours
Carl Jenkins District 1	12/09/16	09/13/17 09/21/19 10/05/21 10/10/23	03/03/21 08/17/22 09/15/22 02/07/23	11.75	04/20/20 03/03/21 06/18/22 10/10/23	04/19/20 04/14/21 05/11/22 06/26/23	04/19/20 04/14/21 07/02/21 09/23/22	08/03/22	01/14/17	12/09/16	Exceeded
Alejandro Guerra District 2	12/07/18	09/21/19 02/20/20 10/05/21 10/10/23	03/03/21 08/17/22 09/15/22 02/07/23	35.00	01/24/19 03/03/21 10/10/23	04/06/20 03/22/21 05/18/22 04/12/23	05/14/20 11/06/20 05/04/22	06/09/22	01/03/19	01/19/19	Exceeded
Cinde Thomas-Jimenez District 3	12/09/16	09/13/17 10/14/19 10/05/21 10/10/23	03/03/21 08/17/22 09/15/22 02/07/23	7.00	06/15/18 04/04/20 03/03/21	04/12/20 03/24/21 04/05/22 04/12/23	04/19/20 05/03/22	06/20/22	01/17/17	01/29/17	Retired Exceeded
Linda Duncan District 4	12/14/18	01/17/19 09/21/19 10/05/21 10/10/23	03/03/21 08/17/22 09/15/22 02/07/23	7.75	01/28/19 03/03/21 06/18/22 10/10/23	04/27/20 04/13/21 05/04/22 04/02/23	05/14/20 05/04/22	07/17/22	01/22/19	01/22/19	Exceeded
Denise Crettenden District 5	12/14/18	01/17/19 09/21/19 10/05/21 10/10/23	03/03/21 08/17/22 09/15/22 02/07/23	11.50	03/15/19 03/03/21 10/10/23	06/01/20 03/30/21 05/25/22 04/28/23	05/14/20 05/11/22	06/30/22	01/30/19	01/29/19	Exceeded
Ben Amador District 6	12/09/16	08/21/19 10/05/21 09/30/23 10/10/23	03/03/21 08/17/22 09/15/22 02/07/23	9.75	06/14/18 04/15/20 03/03/21 10/10/23	05/13/20 02/26/21 04/25/22 03/30/23	05/14/20 04/23/22	06/03/22	01/14/17	02/06/17	Exceeded
Joshua Bright District 7	12/15/22	01/19/23 10/10/23	02/07/23	13.75	01/25/23 10/10/23	04/06/23	01/10/23	01/30/23	01/24/23	01/26/23	Exceeded

*Applicable for first year board members only
 ** Boards may delegate this training to the district's public information coordinator.
 *** Board training required every two years

INFORMATION ITEM:

Seguin Education Foundation's Annual Report

RECOMMENDATION:

That the Board of Trustees receive an update on the Seguin Education Foundation's current operations and on its financial position as of its most recent fiscal year end (8/31/23).

RATIONALE:

To provide the board with regular updates on the activities of the Seguin Education Foundation (SEF).

REFERENCE and COMPLIANCE:

Seguin ISD/Seguin Education Foundation Memorandum of Understanding, Section E.1. and Seguin Education Foundation Bylaws Article VIII, Section 8.01.

PAPERWORK IMPACT:

None

BUDGET IMPACT INFORMATION:

None

EXHIBITS:

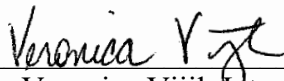
SEF Presentation

RESOURCE PERSONNEL:

Jill Nash, Executive Director, Seguin Education Foundation

Submitted by:

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


Dr. Veronica Vijil, Interim Superintendent
1221 E. Kingsbury St., Seguin, TX 78155
(830) 401-8614

Date Submitted: 10/30/23



Seguin Education
Foundation
2022-2023



Mission Statement

The Seguin Education Foundation generates and distributes resources to enrich teaching, inspire learning, and enhance opportunities for students enrolled in the Seguin Independent School District.

Seguin Education Foundation: Goals



Encourage all students to achieve academic excellence;



Support staff for innovative and exemplary teaching;



Build community awareness for the Seguin Education Foundation & the Seguin ISD; and



Inspire parents, community, & alumni to participate with the school district in enriching education.

Goals Set! Goals Met!



Goal:
Encourage academic excellence

SEF Met: Innovative teaching grants & the Celebration of Excellence banquet for the top 10% of seniors



Goal:
Provide innovative teaching resources

SEF Met: Innovative teaching grants, monetary gifts to help new teachers, & the Celebration of Excellence “educator hero” awards

Goals Set! Goals Met!



Goal:

Build community awareness of SEF and SISD

SEF Met: Recruitment of SEF Board members from the community, outreach for SEF fundraising / events, and a monthly e-newsletter



Goal:

Inspire parents, community & alumni to participate in enriching education

SEF Met: Publicity for SEF grants and other initiatives and fundraisers, along with at Homecoming outreach efforts

Our Initiatives

Welcome Wagon 2022



SurPRIZE PATROL 2022



A Few of Our Most Recent Grants in Action



SEF Awarded over \$60,000⁸ in grants in 2022!

Celebration of Excellence 2023

The SEF & SHS Student Council Honor Exemplary Seniors & Their Educator Heroes



**Funding Our Mission
& Managing Our
Resources**

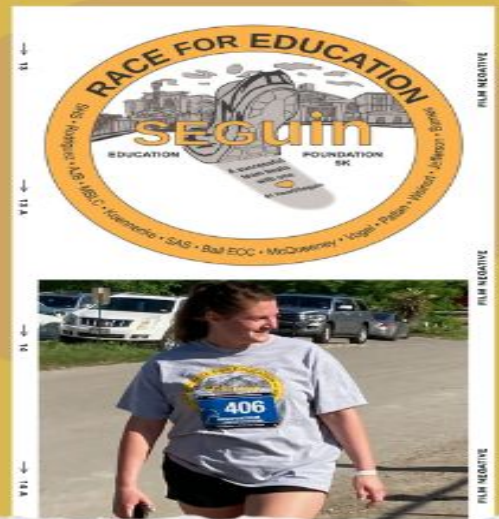


SEF's Board is a diverse group of 35 community leaders. Directors serve on committees to deliver strong fundraising events & disciplined oversight of assets.



FROM BEGINNING TO END, THANK YOU FOR MARDI GRAS 2023. YOU DONATED OVER \$104,000!

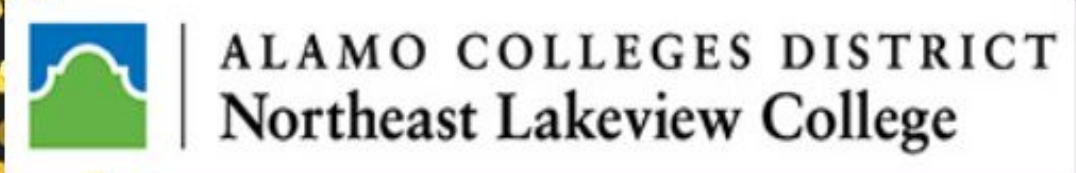




SEF's Race for Education 5K 2023



Some of our SEF Sponsors!



THANK YOU, Sponsors!



SEF 23-24 Events

- SHS Homecoming Booth: September 22
- Nuts About Education 5K: October 28
- Mardi Gras Gala: February 22
- Celebration of Excellence: May 9



Thank you for your support!

830.379.0325

SeguinEF@gmail.com

INFORMATION ITEM: **Seguin ISD 2022-2023 Bilingual/English as a Second Language (ESL) Program Evaluation and Texas English Language Proficiency Assessment (TELPAS) Results**

RECOMMENDATION: That the Board of Trustees receive a report on the Seguin ISD 2022-2023 Bilingual/ESL Program Evaluation and TELPAS results.

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

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

PAPERWORK IMPACT: None

BUDGET IMPACT INFORMATION: None

EXHIBITS: Bilingual/ESL Program Evaluation 2022-2023

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

Submitted by: _____ Date Submitted: 10/30/23
(Signature) *Veronica Vijil*
(Name) Dr. Veronica Vijil, Interim Superintendent
(Address) 1221 E. Kingsbury St, Seguin, TX 78155
(Phone) (830) 401-8614



2022 - 2023 Bilingual/ESL Program Evaluation



November 2023 Board Meeting



Rationale & State Requirement for Program Evaluation

§89.1265 Evaluation

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

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

Elementary Programs

One Way Dual
Language

Two Way Dual
Language

Early Exit

ESL - Content
Based



Campus	Grade Level	Program	Number of Students
Ball ECC	PK3 & PK4	1 Way	70
Patlan	K, 1	2 Way	33 EBs, 36 Non EBs
	2,3,4,5	1 Way	62
Koennecke	K, 1, 2, 3, 4	2 Way	50 EBs, 48 Non EBs
	5	1 Way	23
Rodriguez	K, 1, 2, 3, 4	2 Way	135 EBs, 41 Non EBs
	5	1 Way	25



ESL Elementary: Content Based

Campus	Grade Level	Els Served
Koennecke Elementary	K-5	6
Patlan Elementary	K-5	12
Rodriguez Elementary	K-5	6
Vogel Elementary	K-5	5
McQueeney Elementary	K-5	6
Weinert Elementary	K-5	4
Jefferson Elementary	K-5	3
Ball ECC	PK3-PK4	7



Secondary Programs



ESL Secondary: Pull Out



Campus	ELs Served
Barnes Middle School	91
AJB Middle School	98
Seguin High School	228
MBLC	1



Emergent Bilinguals- Elementary

Campus	Total Enrollment	EB Population	EB%	Recent Immigrant/Recent Arrivals
Ball ECC	439	77	18%	7
Koennecke	550	134	24%	14
Patlan	443	114	26%	9
Rodriguez	475	172	36%	17
Vogel	401	11	3%	0
Weinert	479	7	1%	0
Jefferson	386	5	1%	0
McQueeney	314	8	3%	1



Emergent Bilinguals- Secondary

Campus	Total Enrollment	EB Population	EB%	Recent Immigrant/Recent Arrivals
AJB MS	725	106	15%	6
Barnes MS	797	96	12%	11
Seguin HS	2101	192	9%	28
Mercer Blumberg Learning Center & Saegert DAS	81	1	1%	0
	27	4	15%	0

Enrollment/EB Enrollment/Exit History

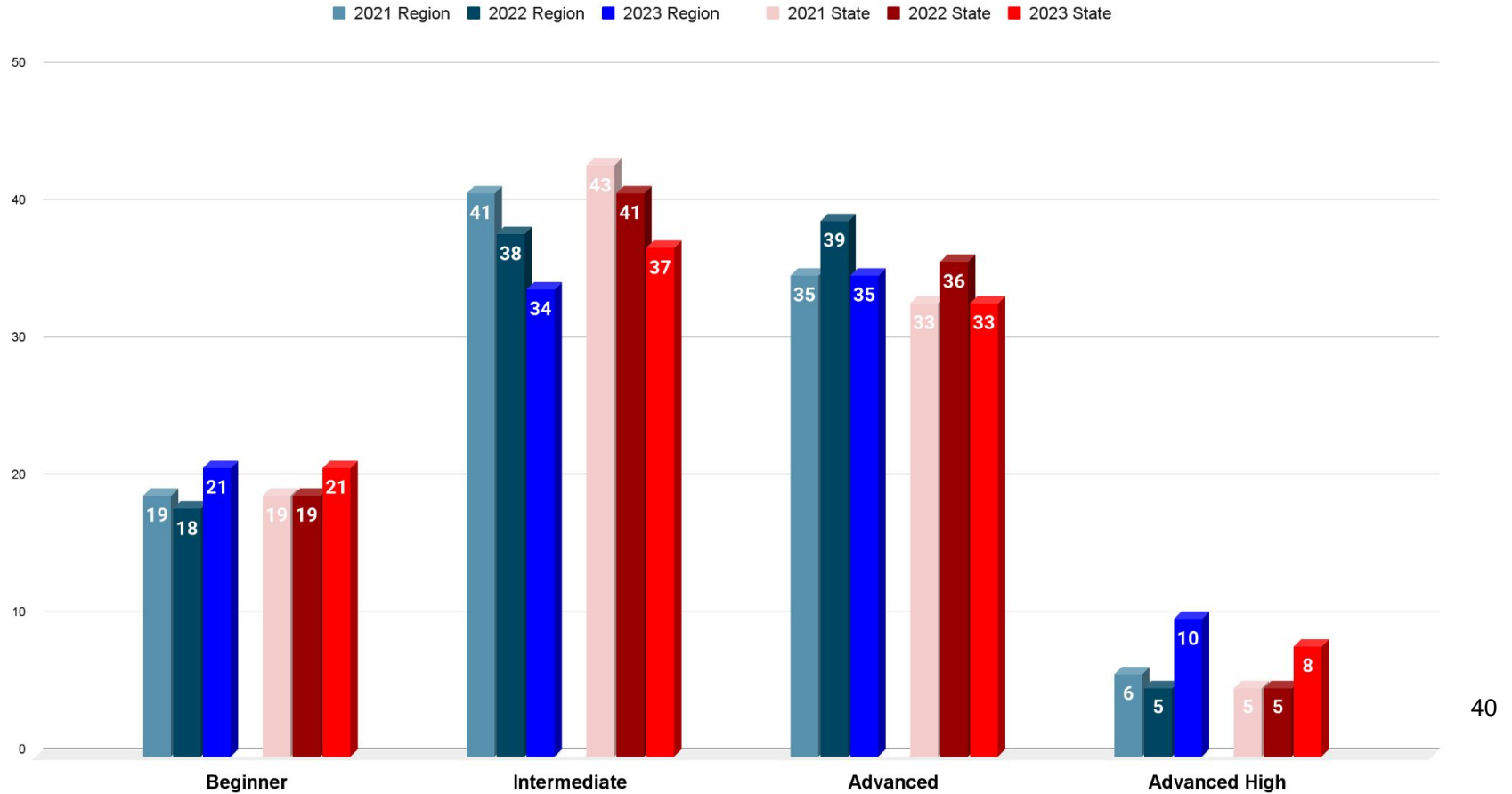
School Year	District Enrollment	EB Enrollment	EB %	# of Exits	Exit %
2022-2023	7239	928	13%	4	.4%
2021-2022	7064	829	12%	22	2.7%
2020-2021	6899	802	12%	20	2.5%
2019-2020	7226	810	11%	29	3.5%
2018-2019	7366	731	10%	3	0.4%

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

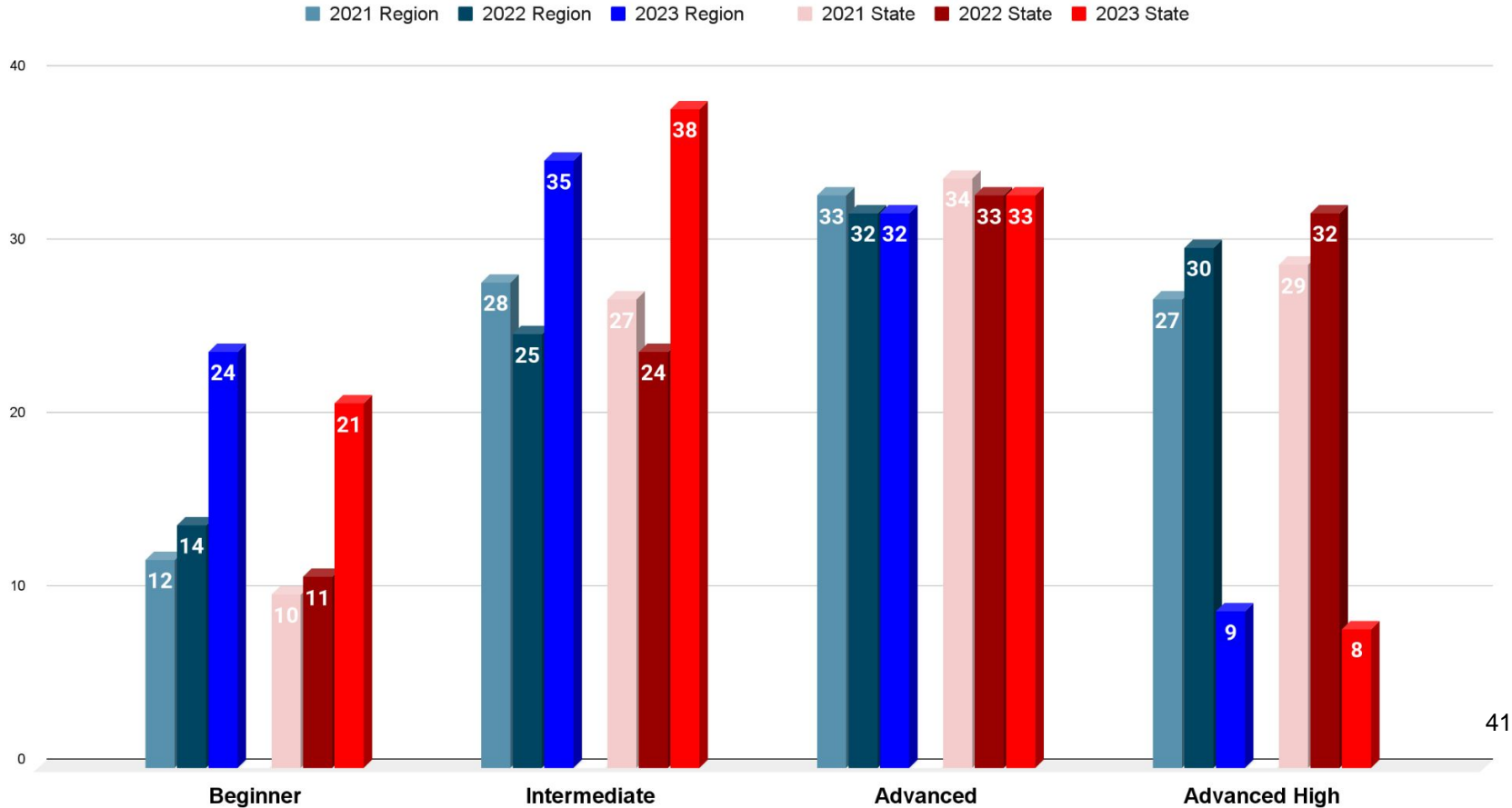
School Year	Parental Denials	Monitor Yr. 1	Monitor Yr. 2
2022-2023	49	4	7
2021 - 2022	52	3	22
2020-2021	57	20	4
2019-2020	53	4	24
2018-2019	44	44	84
2017-2018	32	87	71

>>>>>>>>> Source: Fall Snapshot October 2021

TELPAS: Speaking Domain (2-12)



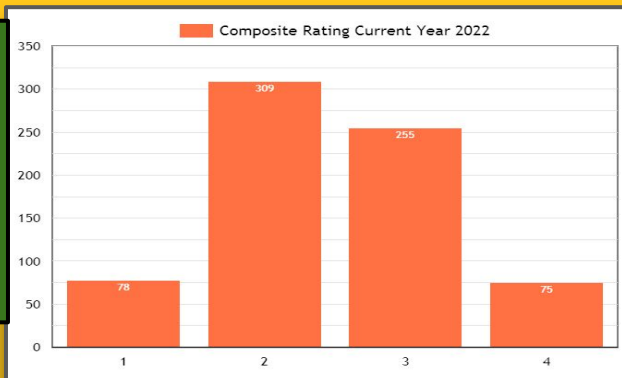
TELPAS: Writing Domain (2-12)



TELPAS 2021-2022 Compared to 2022- 2023

District Level

2021-2022 Accountability



English Language Proficiency

33%

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

2022-2023

Accountability

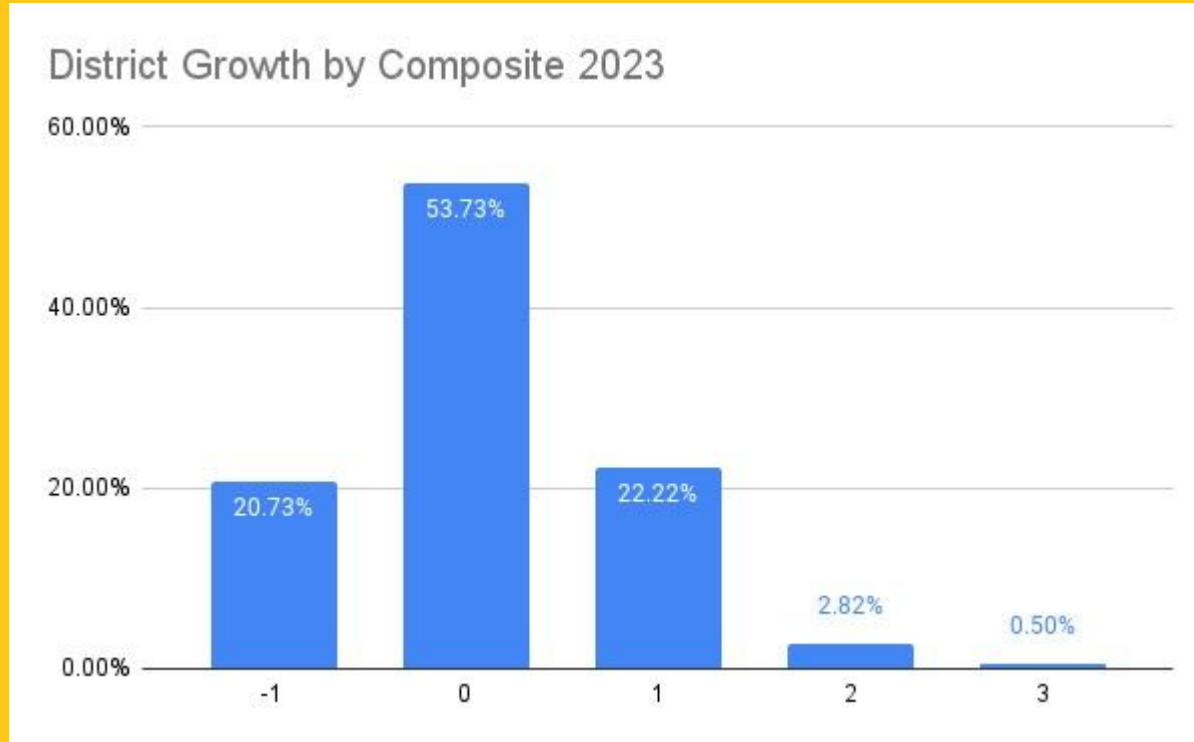
Students Tested qualified for accountability: 489

Students Showing Growth in 2 or more domains: 296

Growth Measure:

61%

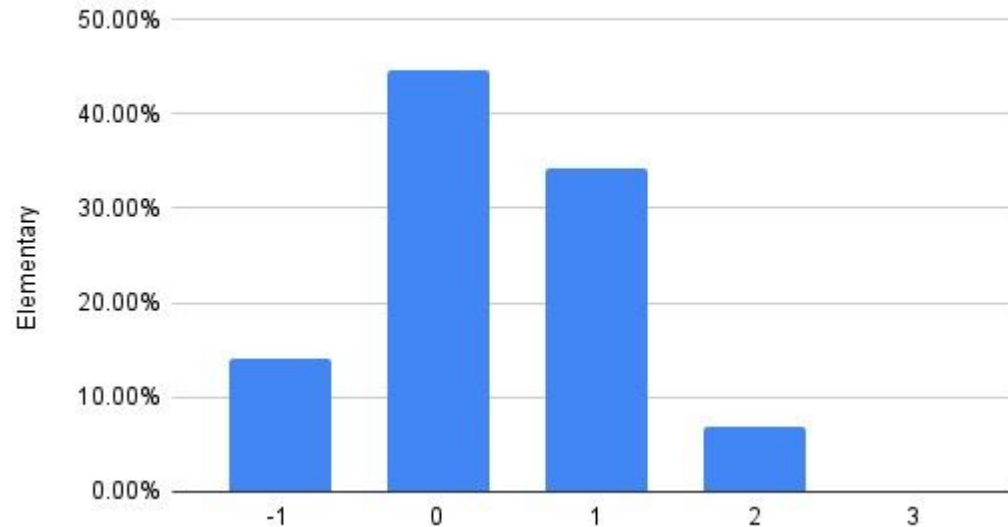
Growth for Seguin ISD by Composite



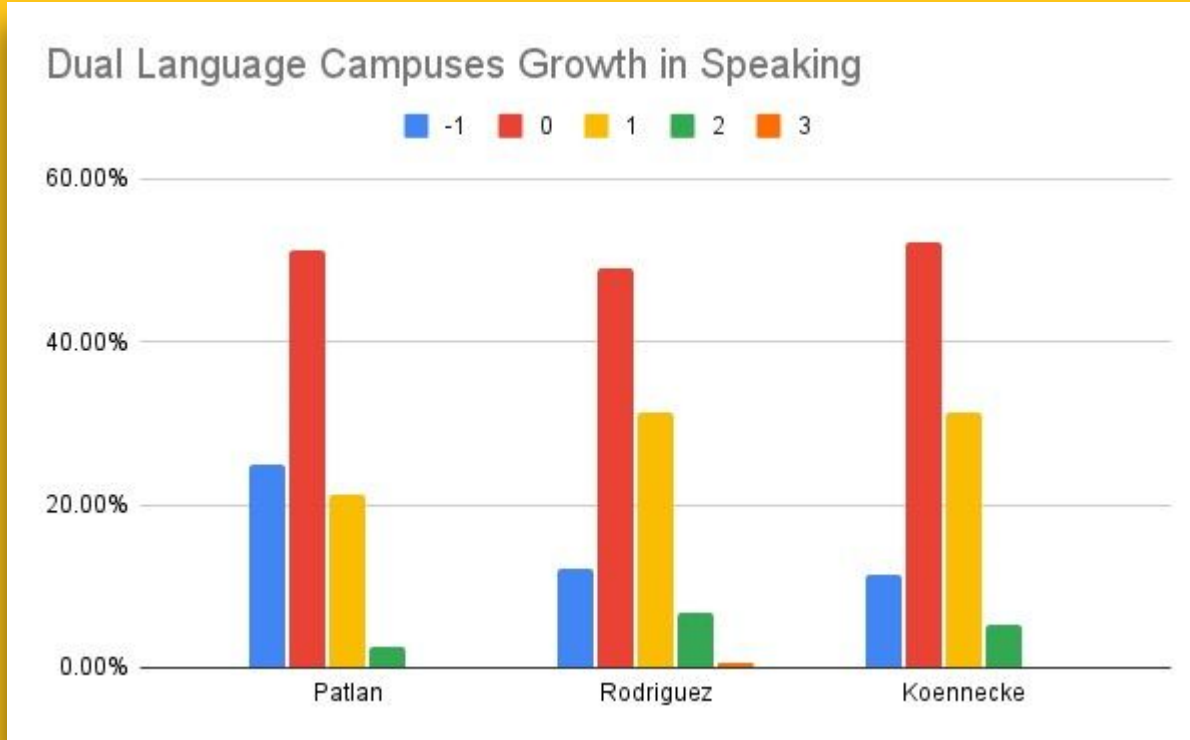
TELPAS 2022 - 2023

Elementary Showcase

All Elementary Campuses- Growth in Speaking

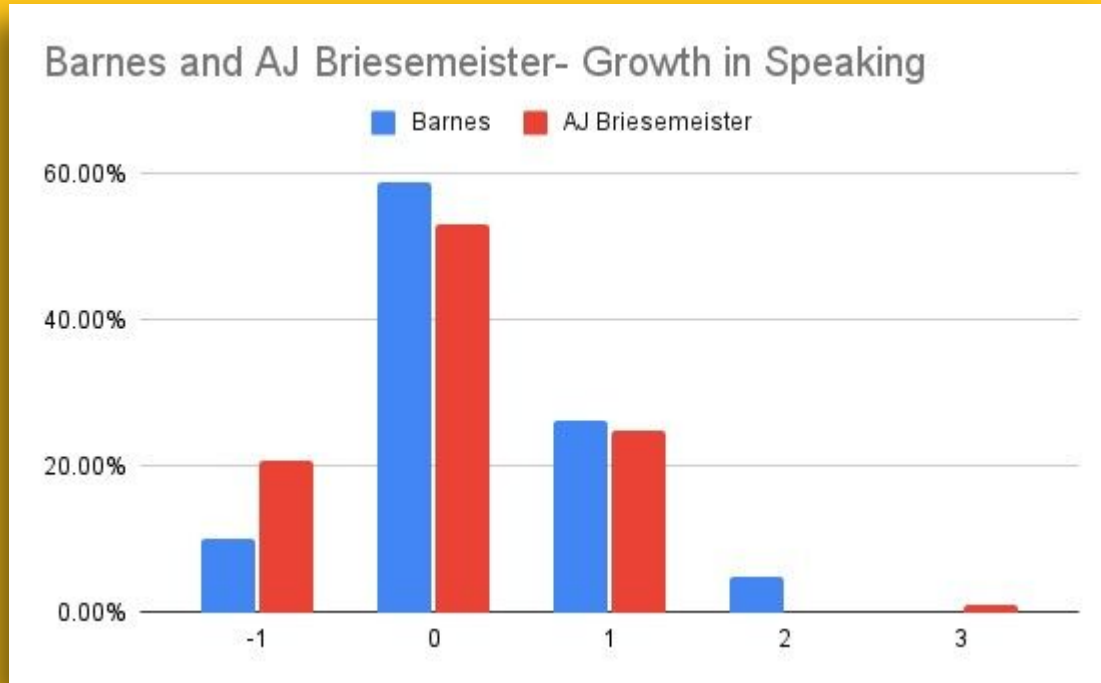


Dual Language TELPAS Growth in Speaking

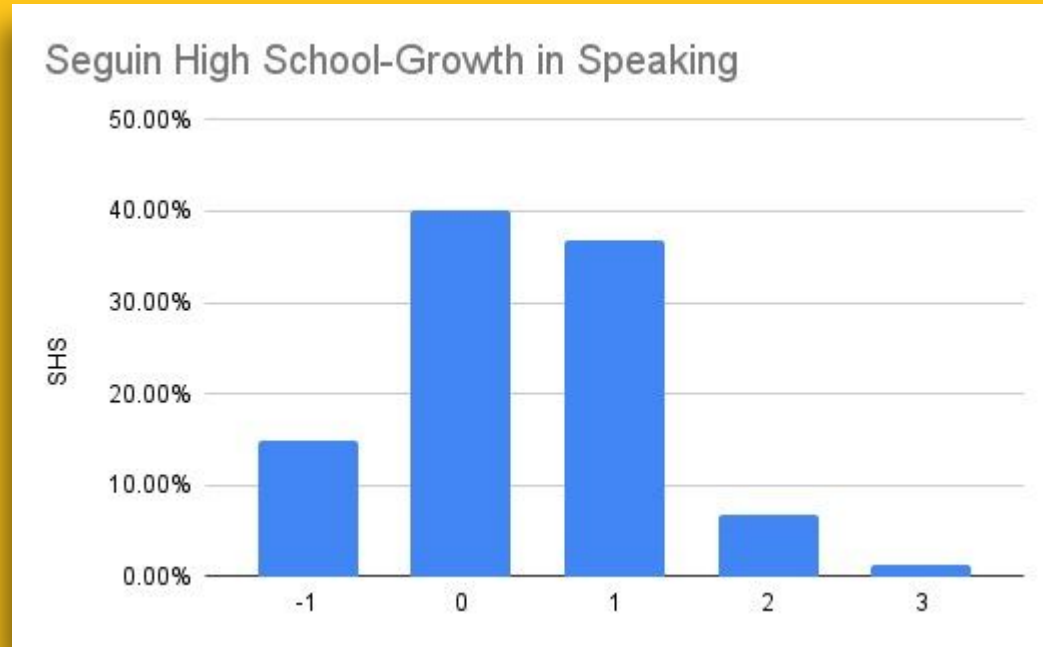


TELPAS 2022 - 2023

Secondary Showcase



High School





New Secondary Supports for 2022 - 2023

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

Thank you



Questions?



Minutes of Regular Meeting

The Board of Trustees

Seguin ISD

A regular board meeting of the Board of Trustees of Seguin ISD was held Tuesday, September 26, 2023, beginning at 6:30 PM in the Board Room, 1221 E. Kingsbury, Seguin, Texas.

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

Absent: Joshua Bright and Cindy Moreno

Also Present: Nikki Bittings, Chief Student Services Officer; Steve Gonzalez, Chief Technology Officer; Anthony Hillberg, Chief Financial Officer; Sean Hoffmann, Chief Communications Officer; Andrea Jaramillo, Deputy Chief of Innovation and Learning; Danica Murillo, Deputy Chief Human Resources; Dr. Veronica Vijil, Deputy Superintendent; Perla Romero, Director of Business Services; Dr. Yolanda Grijalva, Rodriguez Elementary School Principal; Laurie Mattson, Texas Director of Partnerships with Abre; 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 Emiliano Sanchez Boone, fifth grade student from Rodriguez 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. Dr. Gutierrez expressed his deepest gratitude for the privilege of serving Seguin ISD and the community for the past six plus years and knows our story will continue and with promise and potential. He encouraged the district to keep the flame of curiosity and learning alive in the hearts of our students as well as to embrace change, face challenges with courage, and celebrate successes, no matter how small.

D. Board Member Reports:

The Board provided updates and information on recent activities, meetings, conferences, and school events they have participated in or attended. Mrs. Thomas-Jimenez shared a beautiful and touching farewell speech as well, thanking Dr. Gutierrez, the staff and community for all they have done and how proud she was to serve on the Board of Trustees for the past seven plus years. Mr. Guerra recognized both Dr. Gutierrez and Mrs. Thomas-Jimenez for their years of service to Seguin ISD and presented both of them with plaques.

2. Recognition/Campus Presentations

A. Campus Highlight

The presentation was provided courtesy of Rodriguez Elementary School. Dr. Grijalva, principal and her staff shared information regarding gifts that their school community bring to the campus every day and how they are utilized to guide instruction and learning.

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 Rodriguez ES, Briesemeister MS and Seguin High School**
Dr. Gutierrez was honored to recognize Emiliano Sanchez Boone, fifth grade student at Rodriguez Elementary School, Savannah Aviles, seventh grade student at Briesemeister Middle School, and Micah Ray, Sophomore 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 Award**
Dr. Gutierrez was honored to recognize Shantill Vann, New Teacher Support Specialist as the September recipient of the Superintendent’s Leadership Apple Award for going above and beyond daily duties to cultivate, inspire and empower her new teachers, students, colleagues and Seguin ISD community.

3. Audience with the Board

No one signed up to address the Board.

4. Reports/Information Items:

A. Information Regarding Abre’s Partnership Proposal Consisting of Providing Software That Will Consolidate Tech Ecosystems, Centralize Student Programs and Data

The Board of Trustees received information from Ms. Mattson regarding the Abre software. Abre helps connect all stakeholders in the learning community to better data and insights to drive student success. We do this through our Data-as-a-Service (DaaS) model by helping districts better collect, centralize, visualize, synthesize, and drive intelligent decisions with all student, staff, and district data. The 3-year contract will cost a total of \$217,899.

B. Seguin ISD Bond 2023 – Baseball/Softball Project Update

The Board of Trustees received information from Mr. Hillberg regarding an update on the current status of the baseball/softball project.

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

The Board of Trustees acknowledged the submission of a class size waiver to the Texas Education Agency for the 2023-2024 academic year.

5. Closed Meeting –The Board went into closed session at 7:50 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 § 551.071 - Consultation with legal counsel regarding Interim Superintendent contract.

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

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

6. Reconvene to Open Meeting: The Board reconvened at 9:11 p.m.
A. Possible action to approve professional personnel, including appointment, employment, evaluation, assignment, duties, discipline or dismissal of employee(s). The Board did not take action on this item.

B. Possible action regarding the appointment and employment of the Interim Superintendent. Ms. Duncan moved, seconded by Mr. Jenkins to appoint Dr. Veronica Vijil as the Interim Superintendent of Seguin ISD.

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

7. Consent Agenda Items – Consider and Possible Approval:

A. Approval of Board Minutes for:
 Public Meeting, August 29, 2023
 Regular Meeting, August 29, 2023
 Special Meeting, September 13, 2023
 Special Meeting, September 18, 2023

B. Approval of Tax Collection Reports for August 2023
 The Board of Trustees approved the Guadalupe County Tax Office Monthly Recap from Daryl John, Guadalupe County Tax Assessor-Collector for August 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 August 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 August 31, 2023.

D. Approval of Donations Received August 2023
 The Board of Trustees approved the donations received by the District during the month of August 2023 in the amount of \$3,592.41 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. Personnel Information – Professional Employees
 The Board of Trustees received information regarding the following new hires and resignations for the 2023-2024 school year listed below:

New Hire Elections:

Name	Campus	Effective
*Alaniz, Lucas	Jim Barnes Middle School	9/11/23

* Returning Seguin ISD employee

Resignations:

Flores, Deandra, Jefferson Elementary, effective 9/1/2023
 Ms. Flores, Teacher, has resigned due to contract abandonment.
 Ms. Flores has 23 days with Seguin ISD.

Follis, Kelly, Director of Community Outreach, effective 9/22/2023
 Ms. Follis, Director of Community Outreach, has resigned due to other employment.

Ms. Follis has 2 years with Seguin ISD.

Guerrero, Jordan, A.J. Briesemeister Middle School, effective 9/22/2023

Mr. Guerrero, Teacher, has resigned due to contract abandonment.

Mr. Guerrero has 1 year with Seguin ISD.

Perry, Kinsey, Jefferson Elementary, effective 9/8/2023

Ms. Perry, Teacher, has resigned due to contract abandonment.

Ms. Perry has 6 years with Seguin ISD.

F. Acknowledge Public Information Act Requests August-September 2023

The Board of Trustees received information regarding the Public Information Act requests received since August 17, 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 Mr. Amador to approve Consent Action Items:

A. Approval of Board Minutes for:

Public Meeting, August 29, 2023

Regular Meeting, August 29, 2023

Special Meeting, September 13, 2023

Special Meeting, September 18, 2023

B. Approval of Tax Collection Reports for August 2023

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

D. Approval of Donations Received August 2023

E. Personnel Information – Professional Employees

F. Acknowledge Public Information Act Requests August-September 2023

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

Nays: None

8. Action Items:

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

Ms. Duncan moved, seconded by Mr. Amador to approve the submission of a General Teacher Certification Waiver to the Texas Education Agency for the 2023-2024 academic year. Finding qualified certified teachers continues to be a challenge across the State of Texas. As more and more alternatively certified teachers are hired, it is becoming increasingly demanding to complete the program requirements in one academic school year. The teachers in need of the state waiver have exhausted their one-year emergency permit or nonrenewable permit issued for the 2023-2024 school year. These instructors are in various progress points and will be eligible for testing at some point this school year

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

Nays: None

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

Mr. Amador moved, seconded by Ms. Duncan to find that no good cause exists for Deandra Flores (Jefferson Elementary), Kinsey Perry (Jefferson Elementary), and Jordan Guerrero (A.J. Briesemeister MS) resignations 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, Crettenden, Duncan, Guerra, Jenkins, and Thomas-Jimenez

Nays: None

9. Board Comments and Request

The Board recognized and thanked Dr. Gutierrez for all he has done for Seguin ISD and wished him well. Dr. Gutierrez also thanked the Board for hiring him and for entrusting him to lead the district, and is thankful for leaving Seguin ISD in a better place and is looking forward to seeing Dr. Vijil in her new role.

Mrs. Crettenden also invited the Board and community to Bingo at Weinert.

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 9:23 p.m.

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

Nays: None

Secretary/October 30, 2023

President/October 30, 2023

Minutes of Special Meeting

The Board of Trustees

Seguin ISD

A Special Meeting of the Board of Trustees of Seguin ISD was held Wednesday, October 10, 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 Dr. Veronica Vijil

Absent: Anthony Hillberg and Sean Hoffmann

Also Present: Nikki Bittings, Chief Student Services Officer; Steve Gonzalez, Chief Technology Officer; Andrea Jaramillo, Deputy Chief of Innovation and Learning; Joel Trevino, Interim Chief Human Resources Officer; Dr. Veronica Vijil, Interim Superintendent; Perla Romero, Director of Business Services; Dax Gonzalez, TASB Consultant Governmental Relations; Esperanza Orosco, TASB Board Consultant and Nancy Ramirez, Superintendent Secretary

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 Ms. Duncan, followed by a moment of silence.

2. Audience with the Board

Dennika Oyebanji signed up to address the Board regarding awareness to student medical and mental wellness as well as confidentiality.

3. Open Session:

A. 2023 Legislative Update

The Board and Superintendent's Leadership Team received information from Mr. Gonzalez with TASB regarding the 2023 Legislative sessions. All Board questions and comments were addressed.

The Board recessed from 7:36 p.m. until 7:44 p.m.

B. Evaluating and Improving Student Outcomes Training

The Board and Dr. Vijil participated in a training and received information from Ms. Orosco with TASB regarding Evaluating and Improving Student Outcomes including but not limited to Domains 1-3, CCMR, student achievements, overall ratings, calculations, goal setting, weighing and grading systems.

4. Closed Meeting: The Board went into closed session at 9:18 p.m.

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

B. Pursuant to Texas Government Code Section § 551.074 – Discussion regarding District 3 Trustee vacancy.

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

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

5. Adjourn

Mr. Amador moved, seconded by Mr. Bright to adjourn the meeting. The meeting adjourned at 10:22 p.m.

Ayes: Amador, Bright, Crettenden, Duncan, Guerra and Jenkins

Nays: None

Secretary/October 30, 2023

President/October 30, 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, October 16, 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, and Carl Jenkins

Absent:

Also Present: Candidates: Lizeth A. Hernandez, Grace Mueller, Cheryl Schmidt and Nancy Ramirez, Superintendent Secretary.

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

A. Pursuant to Texas Government Code Section §551.071- 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- The Board will conduct interviews of applicants for the District 3 Trustee seat.

4. Adjourn

The Board reconvened at 8:05 p.m. No action was taken.

Mr. Amador moved, seconded by Mr. Jenkins to adjourn meeting. The meeting adjourned at 8:06 p.m.

Ayes: Amador, Bright, Crettenden, Duncan, Guerra, and Jenkins

Nays: None

Secretary/October 30, 2023

President/October 30, 2023

ACTION ITEM:

Approval of Tax Collection Reports for September 2023

RECOMMENDATION:

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

Current	\$	-
Delinquent		192,276
Penalty and Interest		44,779
Total Monthly Collections	\$	<u>237,055</u>
Total Tax Collections Year to Date	\$	<u>1,172,382</u>
Delinquent Tax Levy		3,586,152
Percent Collected through September 2023		32.64%
Percent of Tax Levy Collected last year		24.82%

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: 10/30/23

Dr. Veronica Vijil, Interim Superintendent

1221 E. Kingsbury St., Seguin, TX 78155

(830) 401-8614

ACTION ITEM: **Approval of Proposed Budget Amendments & Financial Statements for September 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 September 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:
(Signature)
(Name)
(Address)
(Telephone)


Date Submitted: 10/30/23
Dr. Veronica Vijil, Interim Superintendent
1221 E. Kingsbury St., Seguin, TX 78155
(830) 401-8614

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

	Budget				Actual			Budget Remaining	
	Adopted Budget	September 1, 2023	Proposed Amendment(s)		September 30, 2023	September 1, 2023	Current Month		September 30, 2023
		Amended Budget	Programmatic Changes	Balance Neutral	Amended Budget	Year to Date	Activity		Year to Date
REVENUE									
Local									
Property Taxes-Current	40,892,558	40,892,558	-	-	40,892,558	1,293	-	1,293	40,891,265
Property Taxes-Delinquent	700,000	700,000	-	-	700,000	553,193	134,171	687,364	12,636
Property Taxes-Penalty & Interest	375,000	375,000	-	-	375,000	101,483	31,605	133,088	241,912
Interest Income	875,000	875,000	-	-	875,000	292,914	122,898	415,812	459,188
Other Local Income	106,000	106,000	-	-	106,000	44,598	57,273	101,871	4,129
State	25,804,767	25,804,767	-	-	25,804,767	552,373	6,103,349	6,655,721	19,149,046
Federal	1,167,000	1,167,000	-	-	1,167,000	106,513	29,995	136,508	1,030,492
	69,920,325	69,920,325	-	-	69,920,325	1,652,366	6,479,291	8,131,657	61,788,668
EXPENSE									
11 - Instruction	38,323,483	41,408,408		23,984	41,432,392	1,714,909	3,078,380	4,793,289	36,639,103
12 - Instructional Resources & Media Svcs	1,055,793	1,085,268		-	1,085,268	106,403	74,956	181,360	903,908
13 - Curr & Instructional Staff Development	577,483	713,373		2,800	716,173	101,550	53,541	155,091	561,082
21 - Instructional Leadership	2,062,583	2,488,993		-	2,488,993	389,847	130,204	520,051	1,968,942
23 - School Leadership	4,800,008	5,095,622		-	5,095,622	597,108	408,005	1,005,113	4,090,509
31 - Guidance & Counseling Services	2,586,821	2,920,391		(10,000)	2,910,391	216,902	329,637	546,539	2,363,852
32 - Social Work Services	641,559	676,559		-	676,559	102,832	53,501	156,332	520,227
33 - Health Services	818,922	844,127		(16,784)	827,343	49,938	61,165	111,103	716,240
34 - Student Transportation	3,248,950	3,315,702		-	3,315,702	309,212	263,100	572,313	2,743,389
35 - Food Service	-	-		-	-	-	-	-	-
36 - Co-curricular Activities	2,097,243	2,278,105		-	2,278,105	364,365	167,844	532,209	1,745,896
41 - General Administration	3,028,229	3,494,925		-	3,494,925	551,215	222,745	773,959	2,720,966
51 - Plant Maintenance & Operations	7,381,576	7,490,032		-	7,490,032	1,518,692	666,285	2,184,977	5,305,055
52 - Security & Monitoring Services	543,577	953,077		-	953,077	70,514	149,818	220,332	732,745
53 - Data Services	1,993,392	2,186,904		-	2,186,904	507,224	203,179	710,404	1,476,500
61 - Community Services	30,022	30,022		-	30,022	1,459	1,446	2,906	27,116
71 - Debt Services	-	665,000		-	665,000	665,000	-	665,000	-
81 - Facilities Acquisition & Construction	-	359,495		-	359,495	12,230	10,000	22,230	337,265
99 - Intergovernmental Charges (Appraisal Svcs)	730,684	815,684		-	815,684	189,383	-	189,383	626,301
	69,920,325	76,821,687	-	-	76,821,687	7,468,784	5,873,807	13,342,591	63,479,096
REVENUE OVER/(UNDER) EXPENSE	\$ -	\$ (6,901,362)	\$ -	\$ -	\$ (6,901,362)	(5,816,418)	605,485	(5,210,934)	(1,690,428)
Other Sources	-	-	-	-	-	-	-	-	-
Other Uses	-	-	-	-	-	-	-	-	-
OTHER SOURCES AND USES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
RESULT OF ACTIVITIES	\$ -	\$ (6,901,362)	\$ -	\$ -	\$ (6,901,362)	\$ (5,816,418)	\$ 605,485	\$ (5,210,934)	

Note:
Fund Balance projection data for 2023-24 will be provided upon completion of the annual financial audit for the 2022-23 fiscal year.

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
Budget Amendment Detail For General Operating Fund
September, 2023

Budget Report - Attachment 1
30-Oct-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
September 2023

	Budget					Actual			Budget Remaining
	Adopted Budget	September 1, 2023	Proposed Amendment(s)		September 30, 2023	September 1, 2023	Current Month	September 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	30,582	12,086	42,668	-
Other Local Income	443,500	443,500	-	-	443,500	22,231	30,795	53,026	390,474
State	121,500	121,500	-	-	121,500	-	-	-	121,500
Federal	6,025,000	6,025,000	-	-	6,025,000	479,690	698,046	1,177,735	4,847,265
REVENUE	6,610,000	6,610,000	-	-	6,610,000	532,503	740,927	1,273,429	5,359,239
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	6,583,500	6,583,500	-	-	6,583,500	555,746	579,946	1,135,692	5,447,808
36 - Co-curricular Activities									
41 - General Administration									
51 - Plant Maintenance & Operations	19,500	19,500	-	-	19,500	2,397	1,497	3,895	15,605
52 - Security & Monitoring Services	7,000	7,000	-	-	7,000	88	44	132	6,868
53 - Data Services									
61 - Community Services									
71 - Debt Services									
81 - Facilities Acquisition & Construction									
99 - Intergovernmental Charges (Appraisal Servs)									
EXPENSE	6,610,000	6,610,000	-	-	6,610,000	558,231	581,487	1,139,719	5,470,281
REVENUE OVER/(UNDER) EXPENSE	\$ -	\$ -	\$ -	\$ -	\$ -	(25,728)	159,439	133,711	(111,043)
Other Sources	-	-	-	-	-				
Other Uses	-	-	-	-	-				
OTHER SOURCES AND USES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
RESULT OF ACTIVITIES	\$ -	\$ -	\$ -	\$ -	\$ -	(25,728)	\$ 159,439	\$ 133,711	

Note:
Fund Balance projection data for 2023-24 will be provided upon completion of the annual financial audit for the 2022-23 fiscal year.

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

Budget Report - Attachment 1
30-Oct-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
Debt Service Fund
September 2023

	Budget				Actual			Budget Remaining	
	Adopted Budget	September 1, 2023	Proposed Amendment(s)		September 30, 2023	September 1, 2023	Current Month		September 30, 2023
		Amended Budget	Programmatic Changes	Balance Neutral	Amended Budget	Year to Date	Activity		Year to Date
REVENUE									
Local									
Property Taxes-Current	15,564,000	15,564,000	-	-	15,564,000	556	-	556	15,563,444
Property Taxes-Delinquent	250,000	250,000	-	-	250,000	239,093	58,105	297,198	-
Property Taxes-Penalty & Interest	100,000	100,000	-	-	100,000	39,710	13,174	52,884	47,116
Interest Income	-	-	-	-	-	104,255	26,464	130,718	-
Other Local Income	-	-	-	-	-	-	-	-	-
State	-	-	-	-	-	-	-	-	-
Federal	-	-	-	-	-	-	-	-	-
REVENUE	15,914,000	15,914,000	-	-	15,914,000	383,613	97,743	481,356	15,610,560
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	15,914,000	15,914,000	-	-	15,914,000	9,359,145	-	9,359,145	6,554,855
81 - Facilities Acquisition & Construction									
99 - Intergovernmental Charges (Appraisal Servs)									
EXPENSE	15,914,000	15,914,000	-	-	15,914,000	9,359,145	-	9,359,145	6,554,855
REVENUE OVER/(UNDER) EXPENSE	\$ -	\$ -	\$ -	\$ -	\$ -	(8,975,532)	97,743	(8,877,789)	\$ 9,055,705
Other Sources	-	-	-	-	-	-	2,570	2,570	
Other Uses	-	-	-	-	-	-	-	-	
OTHER SOURCES AND USES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,569.93	\$ 2,569.93	
RESULT OF ACTIVITIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (8,975,532)	\$ 100,313	\$ (8,875,219)	

Note:
Fund Balance projection data for 2023-24 will be provided upon completion of the annual financial audit for the 2022-23 fiscal year.

Seguin Independent School District
Budget Amendment Detail For Debt Service Fund
September, 2023

Budget Report - Attachment 1
30-Oct-2023

Revenues:

Total Revenue Increase (Decrease) \$ -

Expenditures:

Total Expenditures Increase (Decrease) \$ -

Other Sources:

Total Other Sources Increase (Decrease) \$ -

ACTION ITEM:

Approval of Donations Received September, 2023

RECOMMENDATION:

That the Board of Trustees approve donations received by the District during the month of September, 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. Veronica Vijil, Interim Superintendent
1221 E. Kingsbury St., Seguin, TX 78155
(830) 401-8614

Date Submitted: 10/30/23

**Donations Received By Seguin ISD
During the 2023-24 School Year**

Donor	Purpose	Campus Receiving Donation	Date Rcvd	Amount	Board Approval
Bond 2023 Committee (PAC)	Supplies for Baseball/Softball programs	Seguin High School	09/25/23	\$ 20.00	Pending

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

ACTION ITEM: **Approval of District-Wide Plumbing Systems Maintenance, Equipment, Parts, And Services (RFP #: 24-02)**

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

RATIONALE: A Request for Proposals (RFP#: 24-02) was issued on June 5, 2023 for Plumbing Systems Maintenance, Equipment, Parts, and Services. The bid was competitively solicited in compliance with Board Policy. Of the one responses received, all met the RFP requirements. With approval from the Board of Trustees, the following respondent will be added to the list of approved vendors for this RFP: ME Plumbing. 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, 2026, and will remain active for one year thereafter.

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

PAPERWORK IMPACT: None

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

EXHIBITS: Vendor Recommendation Form

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

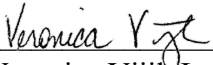
Submitted by:

(Signature)

(Name)

(Address)

(Telephone)



Dr. Veronica Vijil, Interim Superintendent
1221 E. Kingsbury St., Seguin, TX 78155
(830) 401-8614

Date Submitted: 10/30/2023

SEGUIN INDEPENDENT SCHOOL DISTRICT
VENDOR RECOMMENDATION FORM

RFP #: 24-02, PLUMBING

BID CLOSING DATE: JUNE 30, 2026

ISSUING DEPARTMENT(S): MAINTENANCE

VENDOR	SERVICES PROVIDED	Recommended
ME Plumbing	Plumbing services and supplies	Y

Note:

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

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

ACTION ITEM: **Approval of District-Wide Facilities Maintenance, Electrical Equipment, Parts, And Services (RFP #: 24-04)**

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

RATIONALE: A Request for Proposals (RFP#: 24-04) was issued on June 5, 2023 for Facilities Maintenance, Electrical Equipment, Parts, and Services. The bid was competitively solicited in compliance with Board Policy. Of the two responses received, all met the RFP requirements. With approval from the Board of Trustees, the following respondent will be added to the list of approved vendors for this RFP: Eclipse Window Tinting, LLC and Hand Safety. 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, 2026, and will remain active for one year thereafter.

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

PAPERWORK IMPACT: None

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

EXHIBITS: Vendor Recommendation Form

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

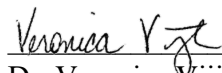
Submitted by:

(Signature)

(Name)

(Address)

(Telephone)



Dr. Veronica Vijil, Interim Superintendent

1221 E. Kingsbury St., Seguin, TX 78155

(830) 401-8614

Date Submitted: 10/30/23

SEGUIN INDEPENDENT SCHOOL DISTRICT
VENDOR RECOMMENDATION FORM

RFP #: 24-04, FACILITIES & GROUNDS MAINTENANCE, EQUIPMENT, PARTS, AND SERVICES

BID CLOSING DATE: JUNE 30, 2026

ISSUING DEPARTMENT(S): MAINTENANCE

VENDOR	SERVICES PROVIDED	Recommended
Eclipse Window Tinting, LLC	Glass tinting films, safety, decorative, graphics, wall decals	Y
Hand Safety	Maintenance supplies	Y

Note:

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

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

ACTION ITEM: **Approval of District-Wide Special Education Services (RFP #: 24-05)**

RECOMMENDATION: That the Board of Trustees approve to contract with each of the recommended respondents, as reflected in the attached exhibit, for Special Education Services.

RATIONALE: A Request for Proposals (RFP#: 24-05) was issued on June 5, 2023 for Special Education Services. The bid was competitively solicited in compliance with Board Policy. Of the eight responses received, all met the RFP requirements. With approval from the Board of Trustees, the respondents listed in the Exhibit will be added to the list of approved vendors for this RFP. 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, 2026, and will remain active for one year thereafter.

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

PAPERWORK IMPACT: None

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

EXHIBITS: Vendor Recommendation Form

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

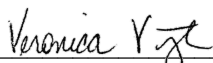
Submitted by:

(Signature)

(Name)

(Address)

(Telephone)



Dr. Veronica Vijil, Interim Superintendent
1221 E. Kingsbury St., Seguin, TX 78155
(830) 401-8614

Date Submitted: 10/30/2023

SEGUIN INDEPENDENT SCHOOL DISTRICT
VENDOR RECOMMENDATION FORM

RFP #: 24-05, SPED SERVICES
BID CLOSING DATE: JUNE 30, 2026
ISSUING DEPARTMENT(S): SPED

VENDOR	SERVICES PROVIDED	Recommended
Kendall Keel	Speech Language Pathology	Y
TX-Star Speech Language Services, Corp.	Speech, Dyslexia, OT,PT, Teachers for Visually Impaired and Deaf & Blind	Y
Stacia Phillips	Speech Language Pathology	Y
Translation & Interpretation Network	Interpretation and translation services	Y
Danelle Hanson	Speech Language Pathology	Y
Thrive Learning Services, LLC	Evaluations, Counseling, Behavioral Consult	Y
Compass Educational Services, LLC	Special Education Support	Y
Victoria Alfred	Instructional and consult services for DHH students	Y

Note:

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

- Required documents were completed by the respondent
- Experience
- Goods and/or services meet District needs

ACTION ITEM: **Approval of District-Wide Educational Consulting Services (RFP #: 24-06)**

RECOMMENDATION: That the Board of Trustees approve to contract with each of the recommended respondents, as reflected in the attached exhibit, for Educational Consulting Services.

RATIONALE: A Request for Proposals (RFP#: 24-06) was issued on June 5, 2023 for Educational Consulting Services. The bid was competitively solicited in compliance with Board Policy. Of the six responses received, all met the RFP requirements. With approval from the Board of Trustees, the respondents listed in the Exhibit will be added to the list of approved vendors for this RFP. 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, 2026, and will remain active for one year thereafter.

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

PAPERWORK IMPACT: None

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

EXHIBITS: Vendor Recommendation Form

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

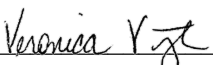
Submitted by:

(Signature)

(Name)

(Address)

(Telephone)



Dr. Veronica Vijil, Interim Superintendent
1221 E. Kingsbury St., Seguin, TX 78155
(830) 401-8614

Date Submitted: 10/30/23

SEGUIN INDEPENDENT SCHOOL DISTRICT
VENDOR RECOMMENDATION FORM

RFP #: 24-06, ED CONSULTANTS
BID CLOSING DATE: JUNE 30, 2026
ISSUING DEPARTMENT(S): LLI

VENDOR	SERVICES PROVIDED	Recommended
Accelerated Solutions, LLC	Professional development	Y
YES, Inc	Professional development	Y
SAVVAS	Professional development	Y
HMH	Professional development	Y
Helen Miers	Consultant (Fine Arts/Choir)	Y
Trenton Floyd	Consultant (Fine Arts/Choir)	Y

Note:

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

- Required documents were completed by the respondent
- Experience
- Goods and/or services meet District needs

INFORMATION ITEM: **Information Regarding Purchases Through the TIPS Purchasing Cooperative for a total cost of \$222,831**

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

- *Carnegie Learning, Inc.: Reference #220105, Technology Solutions, Products, and Services - \$56,700
- *Instructure, Inc.: Reference #220105, Technology Solutions, Products, and Services - \$116,131
- *Visual Techniques, Inc.: Reference #200904, Audio Visual Equipment, Supplies, and Services - \$50,000

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

Additional information regarding these purchases is provided below:

- * Carnegie Learning provides onsite and virtual professional development services.
- * Instructure, Inc. provides Canvas Cloud subscription and support (3-year plan).
- *Visual Techniques, Inc. provides consulting services for upcoming projects.

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

BUDGET IMPACT / INFORMATION: Funds are provided by the General Operating Fund, Instructional Materials Allotment, and the 2022 Bond Fund.

EXHIBITS: None

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

Submitted by:
(Signature)



Date Submitted: 10/30/23

(Name)
(Address)
(Telephone)

Dr. Veronica Vijil, Interim Superintendent
1221 E. Kingsbury St., Seguin, TX 78155
(830) 401-8614

INFORMATION ITEM: **Information Regarding Purchases Through the DIR Purchasing Cooperative for a total cost of \$159,097**

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

- *Technology Assets, LLC: Reference #DIR-TSO-4167 CISCO Systems Branded Hardware, Equipment, Servers, Data Storage, and Related Services - \$75,597
- *Toshiba Business Solutions, USA: Reference #DIR-CPO-4426 Toshiba - \$83,500

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

Additional information regarding these purchases is provided below:

- * Technology Assets, LLC provides cloud-controlled Wi-Fi, routing, and security.
- * Toshiba provides the district with copiers as part of an on-going lease contract.

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

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

EXHIBITS: None

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

Submitted by:
(Signature)



Date Submitted: 10/30/23

(Name)
(Address)
(Telephone)

Dr. Veronica Vijil, Interim Superintendent
1221 E. Kingsbury St., Seguin, TX 78155
(830) 401-8614

INFORMATION ITEM: **Information Regarding Purchases Through the BuyBoard Purchasing Cooperative for a total cost of \$207,213**

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

- *Frontline Education: Reference #6161-22 Technology Equipment, Products, Services, and Software - \$96,482
- *Imagine Learning, LLC: Reference #653-21 Instructional Materials and Classroom Teaching Supplies and Equipment - \$58,000
- *Trane Company: Reference #631-20 HVAC Equipment, Supplies, and Installation of HVAC Equipment - \$52,731

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

Additional information regarding these purchases is provided below:

- * Frontline Education provides Business Management, HR Management, and TEAMS Student Information systems.
- *Imagine Learning provides district-wide Imagine Math software licenses.
- *Trane provides HVAC equipment and replaced the 15-ton RTU on the B-Wing and Cafeteria of Saegert.

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

BUDGET IMPACT / INFORMATION: Funds are provided by the General Operating Fund, Instructional Materials Allotment, and 2022 Bond Fund.

EXHIBITS: None

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

Submitted by:
(Signature)



Date Submitted: 10/30/23

(Name)
(Address)
(Telephone)

Dr. Veronica Vijil, Interim Superintendent
1221 E. Kingsbury St., Seguin, TX 78155
(830) 401-8614

INFORMATION ITEM: **Information Regarding Purchases Through the Allied States Purchasing Cooperative for a total cost of \$108,177**

RECOMMENDATION: The following purchases were made through the Allied States Purchasing Cooperative:
*Renaissance Learning, Inc.: Reference #20-7373 Classroom Curriculum, Supplies, Equipment, and Related - \$108,177

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

Additional information regarding these purchases is provided below:
* Renaissance Learning, Inc. provides Language Arts and Math educational products and services for high school and middle school students.

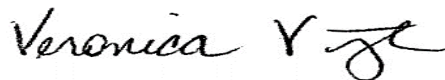
REFERENCE and COMPLIANCE: CH(LEGAL) and CH (LOCAL) Purchasing and Acquisition

BUDGET IMPACT / INFORMATION: Funds are provided by the T-Class Fund.

EXHIBITS: None

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

Submitted by:
(Signature)



Date Submitted: 10/30/23

(Name)
(Address)
(Telephone)

Dr. Veronica Vijil, Interim Superintendent
1221 E. Kingsbury St., Seguin, TX 78155
(830) 401-8614

INFORMATION ITEM: **Information Regarding Purchases Through the 2013 Purchasing Cooperative for a total cost of \$82,752**

RECOMMENDATION: The following purchases were made through the 2013 Purchasing Cooperative:

*Istation: Reference #21030 Instructional Supplies and Services - \$82,752

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

Additional information regarding these purchases is provided below:

* Istation provides Language Arts educational materials for students and teachers.

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

BUDGET IMPACT / INFORMATION: Funds are provided by the Instructional Materials Allotment

EXHIBITS: None

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

Submitted by:
(Signature)



Date Submitted: 10/30/23

(Name)

Dr. Veronica Vijil, Interim Superintendent

(Address)

1221 E. Kingsbury St., Seguin, TX 78155

(Telephone)

(830) 401-8614

INFORMATION ITEM:

Information Regarding the Contract Between Seguin ISD and The Career Academy of Training for Nursing Aide and Phlebotomy Training Services in the Amount of \$53,500

RECOMMENDATION:

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

RATIONALE:

The Career Academy of Training will provide curriculum, examinations, and hands-on practice for Seguin High School students for the 23-24 school year. This includes clinical experience at Nesbit Living and Recovery Center in Seguin.

REFERENCE and COMPLIANCE:

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

BUDGET IMPACT / INFORMATION:

Funds are provided by the General Operating Fund.


EXHIBITS:

Career Academy of Training Contract

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)



Dr. Veronica Vijil, Interim Superintendent
1221 E. Kingsbury St., Seguin, TX 78155
(830) 401-8614

Date Submitted: 10/30/23



101 Uhland Road Suite 106
San Marcos, TX 78666
Phone: 512-596-8855

Nurse Aide Training Program is designed to prepare the students to work in many different settings such as nursing homes, hospitals, clinics, in home care, and assisted livings.

Training Location: Seguin High School and Nesbit in Seguin

Training Time: August 2023- June 5, 2024

1st Semester Periods 1 and 2 block 1

1st Semester Periods 3 and 4 block 2

(This contract is for each individual 2 period block; you would multiply the price by two for both blocks)

Career Academy of Training, LLC responsibilities:

- Provide nurse aide instructor for the duration of nurse aide courses and a substitute if she needs to be absent
- Provide classroom curriculum, lecture, exams, and hands-on practice in the Seguin High School lab for up to 90 hours each semester for 7-15 students per semester. If the district is not able to recruit 7 students per class, the class can be cancelled with a 30-day notice.
- Provide the instructor for the 40-hour clinical experience at Nesbit facility in Seguin
- Maintain the student files for the NATCEP number at Career Academy of Training, LLC for Texas Workforce Commission Career Schools and Colleges and for Texas Health and Human Services audits
- Provide disposable items for the skills lab at Seguin High School such as gloves, toothbrushes, lotion, spoons, plates, toothpaste, alcohol swabs, lotion, soap, fruit cocktail, and etc.
- Provide testing vouchers for the state exam and schedule the students for the exam
- Run criminal history checks on all students
- Report to Rick Bough with a report at the end of each semester of which students passed or failed their written and skill exams and which students will be retaking the exams
- Complete inventory of Seguin High School lab and classroom given based on skills lab equipment list at the beginning of our instruction and at the end of class
- Our company will provide a copy of our liability insurance to Seguin ISD.



101 Uhland Road Suite 106
San Marcos, TX 78666
Phone: 512-596-8855

- Several of our instructor's already have their fingerprints in the database. However, if we have instructors that have not been fingerprinted, we agree to pay Seguin ISD \$50.00 for those instructors fingerprinting and background check.

Seguin High School Responsibilities:

- Provide classroom and lab at the school with supplies such as beds, manikins, sink, basins, towels, sheets, and etc.
- Provide Textbooks and Workbooks- if these are not provided Career Academy of Training will provide them and invoice for them
- Provide Career Academy of Training, LLC instructor with a computer to enter grades and attendance into the Seguin High School database
- Provide copy machine
- Provide students with transportation to and from clinical experience
- Provide students name badge
- Provide instructor with inventory they would like her to complete
- Make sure all students enrolled in the class currently have a social security card and school ID because this will need to be provided to the instructor the first day of class each semester (if they do not have a social security card they can not take their state exam)

Students Responsibilities:

- ID and Social Security Card **students must have a federally issued ID**
- TB test and Covid vaccine, if they do not have covid vaccine they will need to sign a waiver when they arrive to the long term care facility

If Career Academy of Training, LLC or Seguin Isd do not fulfill their responsibilities set forth in this agreement, the agreement can be terminated with a 30-day notice. However, the full cost of the semester has to be paid to Career Academy of Training, LLC in its entirety.

Payment and Billing:

Seguin ISD agrees to pay Career Academy of Training, LLC a fee of \$13,000.00 for each Nurse Aide training course. This cost is all inclusive for everything that Career Academy of Training, LLC has agreed is their responsibility. Career Academy of Training, LLC will bill the district for this cost (\$13,000.00 x 2 blocks = \$26,000.00). If you would like to make monthly installments the district will owe Career Academy of Training, LLC \$2,600.00 monthly (\$2,600.00 x 2 blocks=\$5,200.00 monthly) Installments will need to be paid every 30 days. If Seguin ISD has



101 Uhland Road Suite 106
San Marcos, TX 78666
Phone: 512-596-8855

more than 15 students in one class, they agree to pay \$400 for each additional student. If Seguin does not order Nurse Aide Textbooks and workbooks, they agree to pay an invoice from Career Academy of Training, LLC for the textbooks and workbooks.

Rick Bough, CTE Director

Seguin ISD Staff Name and Title

TBBL

Seguin ISD Staff Signature

8/14/23

Date

Melissa Phanostiel, President

Career Academy of Training, LLC Name and Title

[Signature]

Career Academy of Training, LLC Signature

8/14/23

Date



101 Uhland Road Suite 106
San Marcos, TX 78666
Phone: 512-596-8855

Phlebotomy Training/ EKG is designed to prepare the students to work in many different settings such as hospitals, clinics, mobile units, and labs.

Training Location: Seguin High School

Training Time: August 2023- June 5, 2024

2nd Semester Periods 1 and 2 block 1

2nd Semester Periods 3 and 4 block 2

(This contract is for each individual 2 period block; you would multiply the price by two for both blocks)

Career Academy of Training, LLC responsibilities:

- Provide Veronica Enriquez Phlebotomy instructor for the duration of the class. If Veronica Enriquez needs to be absent, we will provide a substitute
- Provide classroom curriculum, lecture, exams, and hands-on practice in the Seguin High School lab for up to 170 hours each semester for 7-15 students per semester. If the district is not able to recruit 7 students per class, the class can be cancelled with a 30-day notice.
- Proctor both NHA exam at Seguin High School or Career Academy of Training, LLC during April/ May 2024
- Maintain the student files at Career Academy of Training, LLC for Texas Workforce Commission Career Schools and Colleges audit and the records of live blood draws
- Provide disposable items for the skills lab at Seguin High School such as gloves, alcohol swabs, hub holders, butterfly syringes, microscope slides, needles, gauze, and etc.
- Pay invoice for phlebotomy NHA national exams and pay invoice for EKG national exams once reimbursed by Seguin ISD (Seguin ISD will reimburse for the EKG national exam as an additional expense)
- Report to Rick Bough at the completion of testing. Report will include which students passed or failed their national exam and which students will be retaking the exams
- Our company will provide a copy of our liability insurance to Seguin ISD.
- Several of our instructor's already have their fingerprints in the database. However, if we have instructors that have not been fingerprinted, we agree to pay Seguin ISD \$50.00 for those instructors fingerprinting and background check.



101 Uhland Road Suite 106
San Marcos, TX 78666
Phone: 512-596-8855

Seguin High School Responsibilities:

- Provide classroom and lab at the school with supplies- two draw chairs, two fake arms, microscope, centrifuge, and a table in between the draw chairs and ekg mannikin
- Provide Career Academy of Training, LLC instructor with a computer to enter grades and attendance into the Seguin High School database
- Provide instructor with inventory they would like her to complete
- Make sure all students enrolled in the class currently have a social security card and school ID because this will need to be provided to the instructor the first day of class each semester (if they do not have a social security card, they will not be able to take the national exam)
- Purchase NHA online study guide and practice test- \$69.00 (if Seguin ISD does not purchase these Career Academy of Training, LLC will purchase them and invoice Seguin ISD)
- Purchase Hartman EKG textbooks
- Pay for additional NHA EKG exam

If Career Academy of Training, LLC or Seguin ISD do not fulfill their responsibilities set forth in this agreement, the agreement can be terminated with a 30-day notice. However, the full cost of the semester has to be paid to Career Academy of Training, LLC in its entirety.

Payment and Billing:

Seguin, ISD agrees to pay Career Academy of Training, LLC \$13,750.00 for the Phlebotomy training course. This cost is all inclusive for everything that Career Academy of Training, LLC has agreed is their responsibility. Career Academy of Training, LLC will bill the district for this cost (\$13,750.00 x 2= \$27,500.00). If you would like to make monthly installments the district will owe Career Academy of Training, LLC \$2,750.00 monthly (\$2,750.00 x 2= \$5,500.00). The final installment will be more because of the EKG exam. At the end of the semester Seguin ISD will also pay Career Academy of Training, LLC for the additional NHA EKG exam. Installments will need to be paid every 30 days. However, if there are more than 15 students in the class Seguin, ISD agrees to pay an additional \$400.00 per additional student for the National Exam Fee and extra supplies. At the beginning of each semester Career Academy of Training, LLC will bill the



101 Uhland Road Suite 106
San Marcos, TX 78666
Phone: 512-596-8855

district for this cost or we will bill the district at the beginning of each month if installments are preferred. Invoice(s) will need to be paid within 30 days of receiving it. Please remember this fee is a reflection of the prorated rate from the first semester.

Rick Bouch, CTE Director

Seguin ISD Staff Name and Title

RBC

Seguin ISD Staff Signature

8/14/23

Date

Melissa Pharesstiel, President

Career Academy of Training, LLC Name and Title

Melissa Pharesstiel

Career Academy of Training, LLC Signature

8/14/23

Date

INFORMATION ITEM: **Bilingual Education Exception and English as a Second Language Waivers**

RECOMMENDATION: To inform the Board of Trustees that due to the shortage of Bilingual educators in the state of Texas, TEA is allowing districts to request Bilingual Education Exceptions and English as a Second Language (ESL) waivers for the 2023-2024 academic year.

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

Seguin ISD currently has ninety-nine (99) teachers serving Limited English Proficient Students. Of the ninety-nine, sixty-eight (68) meet the Texas State Board of Education - Certification regulations. Twenty-four (24) teachers will need ESL Waivers and 7 teachers will need Bilingual Exemptions. Currently the state requires potential bilingual candidates to pass three exams: Bilingual EC-6 exam, the Pedagogy & Professional Responsibilities exam (PPR), and the Bilingual Target Language Proficiency Test (BTLPT). Potential English as a Second Language (ESL) teachers must pass the ESL supplemental certification test.

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

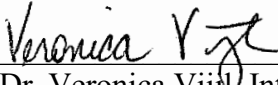
PAPERWORK IMPACT: None

BUDGET IMPACT INFORMATION: None

EXHIBITS: None

RESOURCE PERSONNEL: Joel Trevino, Interim Chief Human Resources Officer
Andrea Jaramillo, Deputy Chief of Learning and Innovation

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

 Date Submitted: 10/30/23
Dr. Veronica Vijil, Interim Superintendent
1221 E. Kingsbury St., Seguin, TX 78155
(830) 401-8614

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: None

**BOARD'S
ACKNOWLEDGEMENT**

RESIGNATIONS:

Altgelt, Justin, Barnes Middle School, effective 10/04/2023

Mr. Altgelt, Teacher, has resigned due to contract abandonment. Mr. Altgelt has 45 days with Seguin ISD.

Gutierrez, Matthew, Superintendent, effective 10/01/2023

Dr. Gutierrez, Superintendent, has resigned due to accepting a position with Leander ISD.

Dr. Gutierrez has 6 years with Seguin ISD.

Moreno, Cynthia, Chief Human Resources Officer, effective 10/03/2023

Ms. Moreno, Chief Human Resources Officer, has resigned due to personal reasons.

Ms. Moreno has 21 years with Seguin ISD.

Ramirez, Melissa, Koennecke Elementary, effective 10/13/2023

Ms. Ramirez, Teacher, has resigned due to contract abandonment. Ms. Ramirez has 1 year with Seguin ISD.

Ramos, Martha, Patlan Elementary, effective 09/15/2023

Ms. Ramos, Teacher, has resigned due to personal reasons.

Ms. Ramos has 2 years with Seguin ISD.

Restrepo, Jesus, Seguin High School, effective 9/22/2023

Mr. Restrepo, Teacher, has resigned due to contract abandonment.

Mr. Restrepo has 1 year with Seguin ISD.

Zuniga, Crystal, Seguin High School, effective 10/16/2023

Ms. Zuniga, Teacher, has resigned due to contract abandonment.

Ms. Zuniga has 1 year 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.

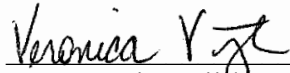
EXHIBITS: None

RESOURCE
PERSONNEL:

Joel Trevino, Interim Chief Human Resources Officer

Submitted by:

(Signature)



Date Submitted: 10/30/23

(Name)

Dr. Veronica Vijil, Interim Superintendent

(Address)

1221 E. Kingsbury St., Seguin, TX 78155

(Telephone)

(830) 401-8614

INFORMATION ITEM: **Acknowledge Public Information Act Requests September-October 2023**

RECOMMENDATION: That the Board of Trustees acknowledge Public Information Act requests received since Sept. 14, 2023.

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

REFERENCE and COMPLIANCE: GB (LEGAL) Public Information Program

PAPERWORK IMPACT: None

BUDGET IMPACT/ INFORMATION: None

EXHIBITS: Sept. 14-Oct. 11, 2023 Public Information Act request roster

RESOURCE PERSONNEL: Sean Hoffmann, Chief Communications Officer

Submitted by: _____ Date Submitted: 10/30/23
(Signature) Veronica Vijil
(Name) Dr. Veronica Vijil, Interim Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614

Seguin ISD PIA requests received from Sept. 14-Oct. 11, 2023				
<u>Date</u>	<u>Requester</u>	<u>Requested documents</u>	<u>Status</u>	<u>Action</u>
023 091423	Sharmayne Soliman	Employee name, work location, title, email address	Completed	Document provided
024 091523	Shannon Wilson, Virtual Builders Exchange	The name of the awarded contractor for this bid on 6/30/23: Facilities & Grounds Maintenance, Equipment, Parts, & Services.	Completed	Response provided
025 092223	Garrit Blizzard	Any documentation provided by the Texas Workforce Housing Foundation to the district explaining who they are and what they offer.	Completed	Document provided
026 092223	Garrit Blizzard	Any contractual agreement entered as of Sept. 22, 2023, between the Texas Workforce Housing Foundation and the district.	Completed	Response provided
027 092523	Daniela Ibarra, KSAT 12	A copy of all Texas Ethics Commission financial reports submitted by 2022 Seguin ISD Board candidates Josh Bright and Steve Turner.	Completed	Documents provided
028 092623	Kimberly Maneja	Name, School/Facility, Position/job function, Hire date. Years in Seguin ISD, Work e-mail address. Work contact phone number	Completed	Documents provided
029 092923	Felicia Frazar, Seguin Gazette	Names of campus principals, assistant principals and counselors for the 2022-23 and 2023-24 school years, their years of service to the district, their total years of experience, their salaries and their actual payroll. The hire date for Interim Chief Human Resources Officer Joel Trevino.	In progress	

030 92923	Cody Brumgard, Open Minds	SOLICITATION NUMBER: 21-05, Texas Seeks Special Education Services, 6/30/2023, Name, contact person, mailing address, e-mail address, and telephone number of the organization(s) awarded a contract because of this solicitation, contract award date, period and amount plus respondent list.	Completed	Documents provided
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ACTION ITEM:

Appointment of Director(s) to the Seguin Education Foundation

RECOMMENDATION:

It is recommended that the President of the Board of Trustees support the Seguin Education Foundation (SEF) by appointing representation from the Board of Trustees to serve on the SEF Board of Directors.

RATIONALE:

The appointment of representation from the Board of Trustees to serve on the SEF Board of Directors is stated in section 2.04 of the SEF Bylaws. (below*) This appointment will be for one year (September to September) until the annual SEF meeting in September 2024. The two representatives will serve alongside approximately 33 other Directors that are comprised of Community and School District members. The SEF Directors meet in January, April, and September. The representation from the Board of Trustees will serve on one of the following committees: Gold Rush – An Employee Partnership Campaign; Annual Mardi Gras Gala – A Fundraising Banquet; Nuts About Education 5K – A Run / Walk Fundraiser; Celebration of Excellence – A Recognition Banquet for the top 10% of the graduation class and their Educational Heroes; the Grant Committee and/or any other committee they prefer. *Section 2.04. Number, Qualification and Term of Office. Two trustee representatives of the Seguin Independent School District Board of Trustees, appointed annually by the Board President, shall hold permanent official seat with vote.

REFERENCE and COMPLIANCE:

Strategic Priority #2: Engage parents, industry and community partners to enrich the experience of students and staff and to establish Seguin ISD as an integral part of the community.

PAPERWORK IMPACT:

None

BUDGET IMPACT/ INFORMATION:

None

EXHIBITS:

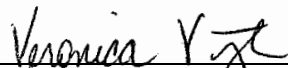
None

RESOURCE PERSONNEL:

Dr. Veronica Vijil, Interim Superintendent
Alejandro R. Guerra, Board President
Jill Nash, Director of Community Outreach/SEF

Submitted by:

(Signature)



Date Submitted: 10/30/23

(Name)

Dr. Veronica Vijil, Interim Superintendent

(Address)

1221 E. Kingsbury St., Seguin, TX 78155

(Telephone)

(830) 401-8614

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. Veronica Vijil, Interim Superintendent
1221 E. Kingsbury St., Seguin, TX 78155
(830) 401-8614

Date Submitted: 10/30/23

**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:

2023-24 Stipend & Sign On Bonus.....\$800,000
(Funding all 2023-24 one-time stipends and sign on bonuses)

Subtotal.....\$800,000

**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: _____



ADOPT A RESOLUTION OF FUND BALANCE

ASSIGNMENT OF FUND BALANCE

- Stipends & Sign Ons
 - Retention
 - Welcome Back
 - Refer-a-Friend
 - Math Incentive
 - Math Teacher Sign On
 - SPED Sign On
 - STAAR Sign On

ACTION ITEM:

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

RECOMMENDATION:

Discussion and possible action to find that no good cause exists for employee resignations that occurred beyond the penalty free resignation date. Resignations have been received from the following employees: Justin Altgelt (Barnes Middle School), Melissa Ramirez (Koennecke Elementary), Jesus Restrepo (Seguin High School), and Crystal Zuniga (Seguin High School).

RATIONALE:

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

REFERENCE and COMPLIANCE:

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

PAPERWORK IMPACT:

Minimal

BUDGET IMPACT INFORMATION:

None

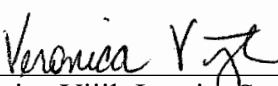
EXHIBITS:

None

RESOURCE PERSONNEL:

Joel Trevino, Interim Chief Human Resources Officer

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

 Date Submitted: 10/30/23
Dr. Veronica Vijil, Interim Superintendent
1221 E. Kingsbury St., Seguin, TX 78155
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