

Agenda of Regular Meeting

The Board of Trustees Seguin ISD

A Regular Meeting of the Board of Trustees of Seguin ISD will be held January 23, 2024, 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. Introduction of Newly Appointed Administrators 6
 - B. Seguin High School Proposed ABC Block Schedule Starting with SY 2024-2025 7
 - C. Seguin ISD Bond Construction Update 12
 - D. Submission of a Class Size Waiver to the Texas Education Agency 39
5. **Closed Session:** Board will adjourn into closed session pursuant to the following sections of the Texas Open Meetings Act
 - A. Pursuant to Texas Government Code Section §§§ 551.071, 551.074, 551.129 - Consultation with legal counsel including possible telephone consultation with legal counsel, as necessary, to address legal concerns, implications, and answer any legal questions regarding posted agenda items.

1.	Safety Audit Findings (closed session)	43
B.	Pursuant to Texas Government Code Section § 551.074 - Discuss personnel matters, including appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a employee(s).	
1.	Discussion and possible action regarding Superintendent Search	
C.	Pursuant to Texas Government Code Section § 551.072 - Discuss the sale, purchase, exchange, lease, or value of real property.	
6.	Reconvene to Open Meeting , the Board will take appropriate action on items, if necessary, as discussed in Closed Session	
A.	Possible action on professional personnel, including appointment, employment, evaluation, assignment, duties, discipline or dismissal of a public employee(s).	
B.	Possible action to name lone finalist for superintendent.	
7.	Consent Agenda Items - Consider and Possible Approval as Applicable	
	Policy BE (Local) states that the consent agenda shall include items of a routine and/or recurring nature grouped together under one action item. All such items shall be acted upon by one vote without separate discussion, unless a Board Member requests that an item be withdrawn for individual consideration. The remaining items shall be adopted under a single motion and vote as applicable.	
A.	Approval of Board Minutes of Public Hearing - November 28, 2023; Regular Meeting - November 28, 2023 and Special Meeting - December 13, 2023	44
B.	Approval of Tax Collection Reports for November 2023	54
C.	Approval of Tax Collection Reports for December 2023	55
D.	Approval of Proposed Budget Amendments & Financial Statements for October 2023	56
E.	Approval of Proposed Budget Amendments & Financial Statements for November 2023	64
F.	Approval of Investment Report for the Second Quarter Ended December 31, 2023	72
G.	Approval of Donations Received November 2023	77
H.	Approval of District-Wide Facilities Maintenance, Electrical Equipment, Parts, and Services (RFP #: 24-04)	79
I.	Approval of District-Wide Educational Consulting Services (RFP #: 24-06)	81
J.	Seguin ISD Resolution Regarding the Office of the Governor’s Truancy Prevention Grant	83
K.	Information Regarding Seguin ISD Purchase of Conceptual Designs from PB Group, LLC.	86
L.	Personnel Information - Professional Employees	87
M.	Acknowledge Public Information Act Requests November 2023-January 2024	89
8.	Action Items	

A. Consideration and Approval of An Order Calling a Bond Election to be Held by the Seguin Independent School District, Making Provision for the Conduct of the Election, and Resolving Other Matters Incident and Related to Such Election	92
B. Approval of Authorized Representatives for First Commercial Bank, N.A., Lone Star Investment Pool, TexPool, LOGIC, and Texas Class - MBIA	100
C. Approval of School Calendar for 2024-2025 School Year	101
D. Approve the Renaming of the Mercer-Blumberg Learning Center Portion of the Seguin ISD Administration Building	103
E. Approval of Local District Update (LDU) – EIA and EIC for the 2024-2025 School Year	106
F. Approval of Local District Update to DC(LOCAL)	117
G. Discuss and Possible Approval of Resolution Regarding Volunteer Chaplains	123
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 Koennecke 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: _____ Date Submitted: 01/23/24
(Signature) Veronica Vijil
(Name) Dr. Veronica Vijil, Interim Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614

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 Barnes Middle School. Principal Jason Schmidt will highlight components of the Barnes School Improvement plan to include building capacity and teacher buy-in/support through campus culture committees. These committees meet twice a month to strategize, implement and reflect upon the committee-created initiatives aligned with the campus improvement plan.

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: _____ Date Submitted: 01/23/24
(Signature) *Veronica Vijil*
(Name) Dr. Veronica Vijil, Interim Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614

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

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

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

REFERENCE & COMPLIANCE: DCB (LOCAL), Contracts

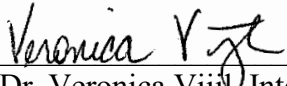
BUDGET IMPACT/ INFORMATION: None

PAPERWORK IMPACT: None

EXHIBITS: None

RESOURCE PERSONNEL: Joel S. Treviño, Chief Human Resources Officer

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



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

Date Submitted: 01/23/24

INFORMATION ITEM: **Seguin High School Proposed ABC Block Schedule Starting with SY 2024-2025**

RECOMMENDATION: That the Board of Trustees receives information on proposed move to ABC Block Schedule starting with 2024-2025.

RATIONALE: Block schedule study has been in progress to make necessary adjustments for the following school year.

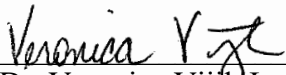
REFERENCE and COMPLIANCE: Strategic Priority 1: Improve student learning through improved instructional practice

BUDGET IMPACT INFORMATION: None

EXHIBITS: Block Schedule Presentation

RESOURCE PERSONNEL: Christine Perez, SHS Principal
Dr. Cristobal Saldana, SHS Associate Principal
Dr. Sam Hogue, Interim Deputy Superintendent

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

 Date Submitted: 01/23/24
Dr. Veronica Viji Interim Superintendent
1221 E. Kingsbury St., Seguin, TX 78155
(830) 401-8614

*Proposed
changes to
SHS Bell
Schedule*



Rationale



- Previous Accountability Scores
- Systems with minimal impact on student outcomes/learning
- Extended teaching/learning/planning opportunities

Schedule

ABC Schedule

- MW: 1st, 3rd, 5th, 7th Period
- TTh: 2nd, 4th, 6th, 8th Period
- F: 1st-8th Period



Transition to Block



Professional Learning for Teaching/Staff

- Intermittent PL for staff in late Spring 2024
- Ongoing professional learning throughout the school year

Practice Implementation

- May 13-24

INFORMATION ITEM: **Seguin ISD Bond Construction Update**

RECOMMENDATION: That the Board of Trustees receive an update on current bond projects.

RATIONALE: To provide the Board of Trustees with regular updates and progress reports on all current bonds and related projects.

REFERENCE and COMPLIANCE: CV (LEGAL) Facilities Construction

BUDGET IMPACT / INFORMATION: None

EXHIBITS: Bond Update Presentation

RESOURCE PERSONNEL: Perla Romero, Chief Financial Officer, CTSBS
James Pizana, Director of Maintenance and Operations

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



Date Submitted: 01/23/24

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



Seguin

exceptional students to exceptional citizens

INDEPENDENT SCHOOL DISTRICT

pbGroup LLC

architecture · interior design · design build

pfluger

planning · architecture · interior design

SEGUIN ISD BOARD MEETING JANUARY 23, 2024



Visual Techniques Inc.

BOND 2019
Exceptional Students to Exceptional Citizens

AJ Briesemeister Middle School Renovation

AJB Project Timeline

Spring Break 2024

Complete 100 Wing

Summer 2024

Complete Project

Contractor: Satterfield & Pontikes

100 Wing



Old Front
Entrance

Old 300 Wing/
New C Wing

New Offices/
Old
Kitchen-Cafeteria

Gym Lobby

SITE OBSERVATION REPORT 08

12/29/23



100 Wing Renovation

SITE OBSERVATION REPORT 08

12/29/23



- **Special Education**
- **CTE**
- **Technology Lab**

Front Renovations



- Front Entrance
- Front Office



Gym/AP Office/Conference Room Renovations



**Ball Early
Childhood Center
4-Classroom
Additions**

Ball 4-Class Addition Project Timeline

SUMMER 2024

Complete Project

Contractor: Koehler Co

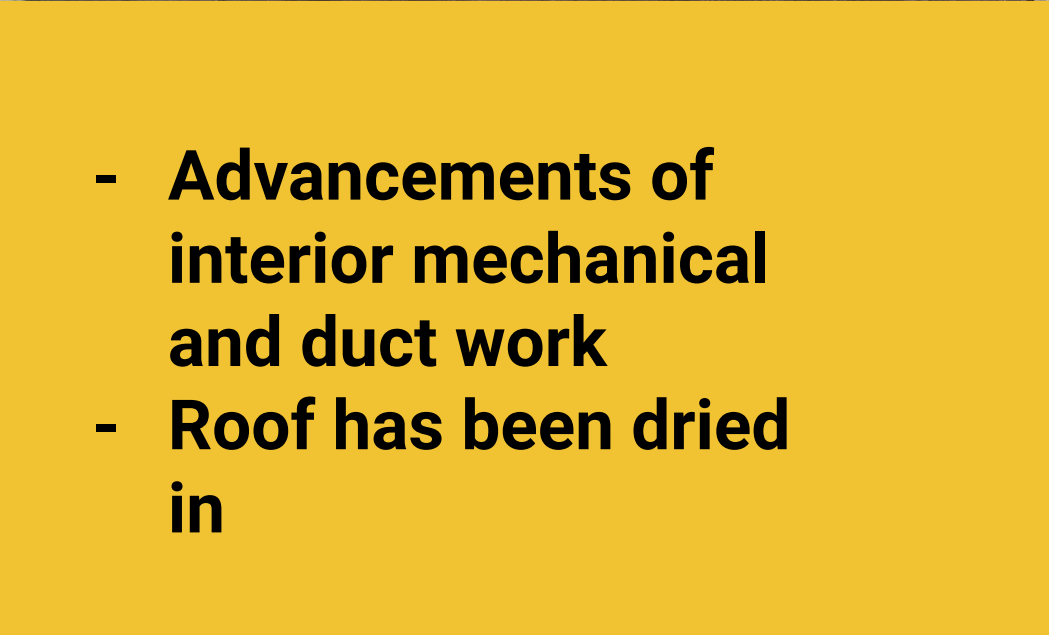
4-Classroom Expansion



- Continue working on the exterior water and air barrier application.
- Start hanging sheetrock on the interior walls.



4-Classroom Expansion



- Advancements of interior mechanical and duct work
- Roof has been dried in





BOND 2022

SEGUIN INDEPENDENT SCHOOL DISTRICT

New McQueeney Elementary

New McQueeney Project Timeline

**January 2024:
Complete Construction
Documents**

**February 2024:
Post Bid**

**April 2024:
Award Contractor**

**May 2024:
Start Construction**

**August 2026:
Open Campus**

Jim Barnes Middle School Additions and Renovations

Jim Barnes Addition and Renovation Project Timeline

**January 2024:
Complete Construction
Documents**

**February 2024:
Post Bid**

**April 2024:
Award Contractor**

**May 2024:
Start Construction**

**August 2025:
Complete Project**

Safety & Security: Fencing

Fencing Project Timeline

January 2024:

Review/Approve Fencing Plans

February 2024:

Complete Bid Documents

March 2024:

Post Bid

Upcoming Projects

Upcoming Project Updates

- **Transportation**
- **Furniture Installation**
- **Agriculture & Science Facility**



Baseball & Softball Complex

BB/SB Complex Project Timeline

January 2024:

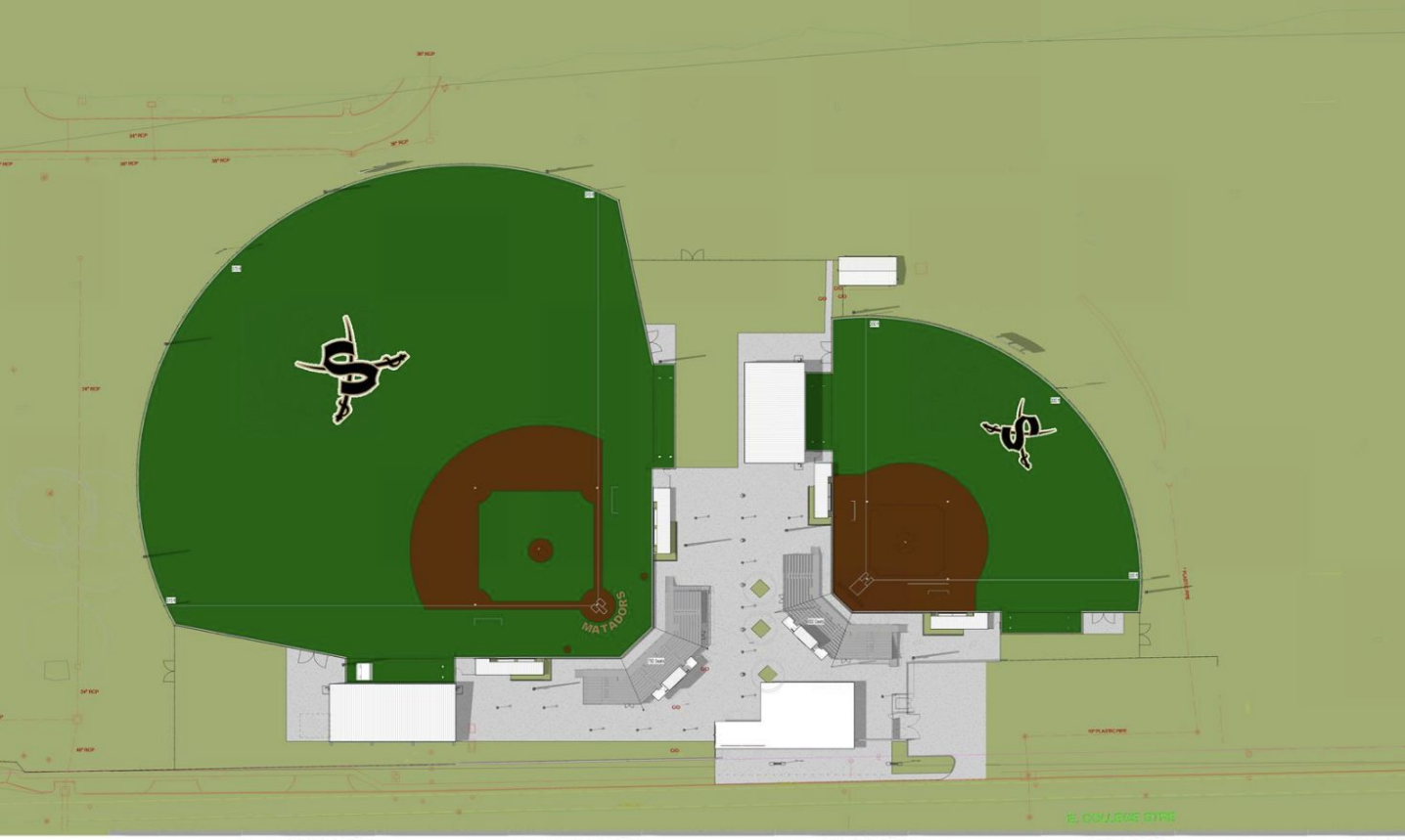
Groundbreaking Ceremony

Start Construction

September 2024:

Complete Construction

Baseball/Softball Construction



Questions?

pbGroup LLC

architecture · interior design · design build

pfluger

planning · architecture · interior design

INFORMATION ITEM: Submission of a Class Size Waiver to the Texas Education Agency

RECOMMENDATION: That the Board of Trustees acknowledge the submission of a class size waiver to the Texas Education Agency for the 2023-2024 academic year.

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

Staffing vacancies continue to be a challenge coupled with an increase in enrollment. Jefferson Elementary has seen 2 sections exceed the limit of 22:1, Koennecke Elementary has seen 1 section exceed the limit of 22:1, and Vogel Elementary has seen 2 sections exceed the limit 22:1. Individual class information is included in the corresponding exhibit.

REFERENCE and COMPLIANCE: Texas Education Code §25.112, Board Policy EEB (Legal) Instructional Arrangements: Class Size

PAPERWORK IMPACT: A waiver request will be filed with the commissioner by January 24, 2024.

BUDGET IMPACT INFORMATION: None

EXHIBITS: None

RESOURCE PERSONNEL: Joel S. Treviño, Chief Human Resources Officer

Submitted by: *Veronica Vijil* Date Submitted: 01/23/24
(Signature) Dr. Veronica Vijil, Interim Superintendent
(Name) 1221 E. Kingsbury St., Seguin, TX 78155
(Address) (830) 401-8614
(Telephone)

...

Board Meeting Information Item: Class Size Waiver

Seguin ISD



(4B) Class Size Waiver

- A district must submit a request for class size exception for any classrooms in prekindergarten- fourth grade that exceed the 22 students class size limit. ([Texas Education Code §25.112](#))

Campus	Enrollment	Grade Level
Jefferson Elementary	23	K
Jefferson Elementary	23	1
Koennecke Elementary	23	2
Vogel Elementary	23	2
Vogel Elementary	23	2

INFORMATION ITEM:

Safety Audit Findings (closed session)

RECOMMENDATION:

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

RATIONALE:

The top priority of Seguin ISD and the State of Texas is keeping students and staff safe everyday. The Texas Education Agency recently conducted an Intruder Detection Audit.

REFERENCE and COMPLIANCE:

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

PAPERWORK IMPACT:

Minimal

BUDGET IMPACT INFORMATION:

None

EXHIBITS:

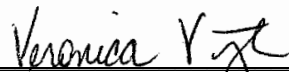
None

RESOURCE PERSONNEL:

Nikki Elaine Bittings, Chief Student Services Officer

Submitted by:

(Signature)



Date Submitted: 01/23/24

(Name)

Dr. Veronica Vijil, Interim Superintendent

(Address)

1221 E. Kingsbury St., Seguin, TX 78155

(Telephone)

(830) 401-8614

Minutes of Public Hearing

The Board of Trustees

Seguin ISD

A Public Hearing of the Board of Trustees of Seguin ISD was held Tuesday, November 28, 2023, beginning at 6:00 PM in the Board Room, 1221 E. Kingsbury, Seguin, Texas.

Present: Ben Amador, Joshua Bright, Denise Crettenden, Linda Duncan, Alejandro R. Guerra, Grace Mueller and Dr. Veronica Vijil, Interim Superintendent

Absent: Carl Jenkins, Anthony Hillberg and Nancy Ramirez

Also Present: Nikki Bittings, Chief Student Services Officer; Steve Gonzalez, Chief Technology Officer; Sean Hoffmann, Chief Communications Officer; Dr. Samuel Hogue, Interim Deputy Superintendent; Andrea Jaramillo, Deputy Chief Innovation and Learning and Learning; Perla Romero, Director of Business Services; Joel Trevino, Chief Human Resources Officer; Danica Murillo, Deputy Chief of Human Resources, Jason Mummert, Director of School Leadership, Florin Popa, Partner with PB Group LLC, and Sandi Rhodes, Superintendent Secretary's back up.

1. Call to Order

Mr. Guerra called the public hearing meeting to order at 6:01 p.m. and a quorum was established.

2. Overview of the Annual Financial Management Report regarding the District's 2022-2023 Financial Integrity Rating System (FIRST) ratings based on the school year 2021-2022 data.

Ms. Romero presented the Annual Financial Management Report regarding the District's 2022-2023 FIRST Rating of Superior based on the school year 2021-2022 data from the Texas Education Agency. The District has received the state's highest rating of "A" for "Superior Achievement" under Texas' Schools FIRST financial accountability rating system. The District earned a Superior Achievement rating with a score of 90. The District has received the Superior Achievement rating from the Texas Education Agency every year since the ratings were first issued in the 2002-2003 school year. All board questions and comments were addressed. There were no questions from the community.

3. Adjourn

Mr. Bright moved, seconded by Ms. Duncan to adjourn the meeting. The meeting adjourned at 6:10 p.m.

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

Nays: None

Secretary/January 23, 2024

President/January 23, 2024

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, November 28, 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, Grace Mueller and Dr. Veronica Vijil, Interim Superintendent

Absent: Anthony Hillberg and Nancy Ramirez

Also Present: Nikki Bittings, Chief Student Services Officer; Steve Gonzalez, Chief Technology Officer; Sean Hoffmann, Chief Communications Officer; Dr. Samuel Hogue, Interim Deputy Superintendent; Andrea Jaramillo, Deputy Chief Innovation and Learning and Learning; Perla Romero, Director of Business Services; Joel Trevino, Chief Human Resources Officer; Danica Murillo, Deputy Chief of Human Resources, Cynthia Borden, Director of State and Federal Accountability; Jason Mummert, Director of School Leadership; Rhonda Garcia-Trainer, Vogel Elementary Principal; Bill Lewis, Sales Consultant with Visual Techniques, Inc.; Florin Popa, Partner with PB Group LLC; and Sandi Rhodes, Superintendent Secretary's back up, and Media.

1. Call to Order

A. Mr. Guerra called the meeting to order at 6:30 p.m. and a quorum was established. 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 Ally Avalos, third grade student from Vogel Elementary, followed by a moment of silence.

C. Superintendent Announcements:

Dr. Vijil 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. Vijil encouraged the district and the community to support the our Matador Athletics and Seguin Sports Booster Club on December 6 at the Meet the Mats event in Goldie Harris Gym at 6:30 p.m.

D. Board Member Reports:

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

2. Recognition/Campus Presentations

A. Student/Staff/Board/Community Recognition

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

- **Superintendent's Students of the Month from Vogel ES, Briesemeister MS and Mercer-Blumberg Learning Center**
Dr. Vijil was honored to recognize Ally Avalos, third grade student at Vogel Elementary School, Ja'Daniel Rodriguez, eighth grade student at Briesemeister Middle School, and Cristina

Colunga, senior at Mercer Blumberg Learning Center for going above and beyond as leaders and exceptional students in and out of the classroom. They are all excellent role models working hard to achieve their goals while assisting their peers.

- **Superintendent's Award**

Dr. Vijil was honored to recognize Susana Moss, Technology Lab Manager at Vogel Elementary School as the November recipient of the Superintendent's Leadership Apple Award for going above and beyond daily duties to cultivate, inspire and empower her students, colleagues and Seguin ISD community.

B. Campus Highlight

The presentation was provided courtesy of Vogel Elementary School. Mrs. Garcia-Trainer, principal and her staff highlighted their efforts towards Blended Learning with a focus on reflection and goal setting. They also shared information regarding the Agrole' Outdoor Learning experience.

3. Audience with the Board

No one signed up to address the Board.

4. Reports/Information Items:

A. Information of Newly Appointed Administrators

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

- **Dr. Samuel Hogue – Interim Deputy Superintendent**
- **Jill Nash – Director of Community Outreach, Seguin ISD and Executive Director, Seguin Education Foundation**
- **Joel S. Treviño - Chief Human Resources Officer**

B. Seguin ISD Bond Construction Update

The Board of Trustees received information from Mr. Lewis regarding an update on current bond projects.

C. Seguin ISD Strategic Plan 2025- 2022-2023 Annual Report

The Board of Trustees received information on the progress of the Seguin ISD Strategic Plan 2025 from the 2022-23 school year. In June 2022, the Seguin ISD School Board of Trustees adopted a new long-term district Strategic Plan. The plan spans a three-year period, from the 2022-23 school year through the 2024-25 school year. The Board received an update with the progress towards the Strategic Goals and Performance Objectives achieved during the 2022-2023 school year.

D. Technology Device Cycle Plan

The Board of Trustees received an update on the District's Technology Device Cycle Plan. The primary goal is for Seguin ISD to continue to implement the goals and objectives stated within this plan thus improving academic achievement. This plan is contingent upon funding and is revised as needed on a yearly basis.

5. Closed Meeting –The Board went into closed session at 8:17 p.m.

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

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

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

The Board recessed from 9:50 p.m. until 9:55 p.m.

6. Reconvene to Open Meeting: The Board reconvened at 9:55 p.m. No action was taken.

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.

7. Consent Agenda Items – Consider and Possible Approval:

A. Approval of Board Minutes for:

Regular Meeting, October 30, 2023

Special Meeting, November 14, 2023

B. Approval of Tax Collection Reports for October 2023

The Board of Trustees approved the Guadalupe County Tax Office Monthly Recap from Daryl John, Guadalupe County Tax Assessor-Collector for October 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 Investment Report for the First Quarter Ended September 30, 2023

The Board of Trustees approved the Investment Report for the Quarter Ended September 30, 2023. This report is designed to allow the Board of Trustees to review the investment activity for the quarter ended September 30, 2023. The District's earnings rates, investment position, and yield information are presented for the period.

D. Approval of Donations Received October 2023

The Board of Trustees approved the donations received by the District during the month of October 2023 in the amount of \$500.00 from various business and individuals. District Board policy CDC (Local) states "...any (unsolicited) gift that the potential donor has expressly made conditional upon the District's use for a specified purpose, or any gift of real property, shall require Board approval."

E. Approval of Tax Roll Levy for 2023 Tax Year

The Board of Trustees approved the 2023 tax roll levy as presented. In accordance with the Texas Property Tax Code, the Board of Trustees shall approve the tax roll levy for the Seguin Independent School District. The property tax levy is calculated after certified values are received from the Guadalupe Appraisal District and the District sets the tax rates.

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

The Board of Trustees adopted the resolution stating review of investment policy and investment strategies for the Seguin Independent School District and naming Investment Officers for the District. The resolution states that the Board of Trustees has reviewed the investment policy, and names the Superintendent, the Chief Financial Officer, and the General Ledger Specialist as the District's investment officers.

G. Approval of Resolution Approving Independent Sources of Instruction Relating to Investment Responsibilities

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

H. Approval of District-Wide Vehicle Maintenance, Parts, and Services (RFP#:24-01)

The Board of Trustees approved to contract with each of the recommended respondents, as reflected in the exhibit, for Vehicle Maintenance, Parts, and Services. A Request for Proposals (RFP#: 24-01) was issued on June 5, 2023 for Vehicle Maintenance, Parts, and Services. The bid was competitively solicited in compliance with Board Policy. Of the one responses received, all met the RFP requirements. With approval from the Board of Trustees, the following respondents will be added to the list of approved vendors for this RFP: ELLA Automotive LLC. The list of previously approved vendors is available on the Bids page of the District website. All approved vendors will continue to qualify under this RFP for the remaining contract term, which will end on June 30, 2026, and will remain active for one year thereafter.

I. Approval of District-Wide Facilities Maintenance, Electrical Equipment, Parts, and Services (RFP #: 24-04)

The Board of Trustees approved to contract with each of the recommended respondents, as reflected in the exhibit, for Facilities Maintenance, Electrical Equipment, Parts, and Services. A Request for Proposals (RFP#: 24-04) was issued on June 5, 2023 for Special Education Services. The bid was competitively solicited in compliance with Board Policy. Of the one responses received, all met the RFP requirements. With approval from the Board of Trustees, the following respondents will be added to the list of approved vendors for this RFP: All Season Sports. 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.

J. Approval of District-Wide Educational Consulting Services (RFP #: 24-06)

The Board of Trustees approved to contract with each of the recommended respondents, as reflected in the exhibit, for Educational Consulting Services. A Request for Proposals (RFP#: 24-06) was issued on June 5, 2023 for Special Education Services. The bid was competitively solicited in compliance with Board Policy. Of the one responses received, all met the RFP requirements. With approval from the Board of Trustees, the following respondents will be added to the list of approved vendors for this RFP: State and Federal Education Services. 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.

K. Authorization of Agreement Between Seguin ISD and Tangram Rehabilitation Network for Residential Care Services at a Cost of \$315,000

The Board of Trustees authorized an agreement between Seguin ISD and Tangram Rehabilitation Network, Inc. to provide day treatment services to student(s) eligible for applicable special education services pursuant to the Individuals with Disabilities Education Act (IDEA) for the 2023-2024 school year.

L. Information Regarding Purchases Through the BuyBoard Purchasing Cooperative for a total cost of \$198,619

The Board of Trustees received information regarding the purchases through the BuyBoard Purchasing Cooperative: *Meteor Education, LLC: Reference #667-22 Furniture for School,

Office, Science, Library, and Dormitory - \$198,619.

M. Information Regarding the Contract Between Seguin ISD and The Holdsworth Center in the Amount of \$300,000

The Board of Trustees received information regarding Seguin ISD's contract with The Holdsworth Center for educational services and events. The Holdsworth Center will provide educational professional development services to Seguin ISD employees for a term of four (4) years. District staff participate in leadership development programs designed to support educational leaders.

N. Information Regarding the Contract Between Seguin ISD and Stars Private Investigations, LLC in the Amount of \$185,000

The Board of Trustees received information regarding Seguin ISD's contract with Stars Private Investigations, LLC for armed campus security services for the 2023-2024 school year. Stars Private Investigations, LLC will provide the district with armed security officers during regular school hours as per the adoption of the resolution pursuant to Texas Education Code 37.0814(c) on August 29, 2023.

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

The Board of Trustees acknowledge the submission of a class size waiver to the Texas Education Agency for the 2023-2024 academic year. Each semester, a school district must conduct a class size enrollment survey for kindergarten through grade 4. If the survey indicates that any class exceeds the allowable limit of 22:1, the district must submit a waiver request and a compliance plan to the Texas Education Agency (TEA). Staffing vacancies continue to be a challenge coupled with an increase in enrollment. Patlan Elementary has seen 2 sections exceed the limit of 22:1. Individual class information is included in the corresponding exhibit.

P. 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: **None**

Resignations: **Gonzales, Michael, Student Support & Safety Coordinator, effective 11/17/2023**

Mr. Gonzales, Student Support & Safety Coordinator, has resigned due to personal reasons.

Mr. Gonzales has 4 years with Seguin ISD.

Q. Acknowledge Public Information Act Requests October-November 2023

The Board of Trustees received information regarding the Public Information Act requests received since October 12, 2023. The purpose of this agenda item is to keep trustees apprised of the District's Public Information program.

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

A. Approval of Board Minutes for:

Regular Meeting, October 30, 2023

Special Meeting, November 14, 2023

B. Approval of Tax Collection Reports for October 2023

C. Approval of Investment Report for the First Quarter Ended September 30, 2023

D. Approval of Donations Received October 2023

E. Approval of Tax Roll Levy for 2023 Tax Year

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

G. Approval of Resolution Approving Independent Sources of Instruction Relating to Investment Responsibilities

H. Approval of District-Wide Vehicle Maintenance, Parts, and Services (RFP#:24-01)

I. Approval of District-Wide Facilities Maintenance, Electrical Equipment, Parts, and Services (RFP #: 24-04)

J. Approval of District-Wide Educational Consulting Services (RFP #: 24-06)

K. Authorization of Agreement Between Seguin ISD and Tangram Rehabilitation Network for Residential Care Services at a Cost of \$315,000

L. Information Regarding Purchases Through the BuyBoard Purchasing Cooperative for a total cost of \$198,619

M. Information Regarding the Contract Between Seguin ISD and The Holdsworth Center in the Amount of \$300,000

N. Information Regarding the Contract Between Seguin ISD and Stars Private Investigations, LLC in the Amount of \$185,000

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

P. Personnel Information – Professional Employees

Q. Acknowledge Public Information Act Requests October-November 2023

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

Nays: None

8. Action Items:

A. Approval of Authorized Representatives for First Commercial Bank, N.A., Lone Star Investment Pool, TexPool, LOGIC, and Texas Class - MBIA

Ms. Duncan moved, seconded by Mr. Bright to approve the addition of Dr. Veronica Vijil, Interim Superintendent as an authorized representative for First Commercial Bank, N.A., Lone Star Investment Pool, TexPool, Local Government Investment Cooperative (“LOGIC), and Texas CLASS – MBIA. The Business Department will officially notify the District’s depository bank and investment pools that the authorized investment representatives for Seguin Independent School District will be Dr. Veronica Vijil, Interim Superintendent, Anthony Hillberg, Chief Financial Officer, Perla Romero, Director of Business Services, and Beatriz Rodgers, General Ledger Specialist. These representatives will be authorized to conduct all banking transactions and business on behalf of Seguin ISD. However, only the Board President and Secretary will have authority to sign checks.

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

Nays: None

B. Discussion and Approval of the Fund Balance Compliance Requirement

Mr. Jenkins moved, seconded by Mr. Amador to approve the annual calculation of unassigned fund balance in compliance with board policy CE (LOCAL) as of June 30, 2023. The Annual Comprehensive Financial Report (ACFR) for fiscal year 2022-23 is now complete. Board policy CE (LOCAL) requires the District to maintain an annual unassigned general fund balance in the General Operating Fund of 25 percent of the general operating expenditures. The required calculation, attached, is to be performed based on the ACFR for each fiscal year.

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

Nays: None

C. Adopt a Resolution for the Assignment of Fund Balance

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

Ayes: Amador, Bright, Crettenden, Duncan, Guerra, Jenkins, and Mueller
Nays: None

D. Approval of the General Contractor for the Baseball & Softball Complex at Seguin High School (RFCSP #: 24-07)

Ms. Duncan moved, seconded by Mr. Amador to authorize the Interim Superintendent to negotiate and possibly execute a contract with Field Turf USA as the General Contractor of the Baseball & Softball Complex project at Seguin High School (RFCSP #: 24-07).

Ayes: Amador, Bright, Crettenden, Duncan, Guerra, Jenkins, and Mueller
Nays: None

E. Official Ballot to Cast Votes for the Board of Directors for the Guadalupe Appraisal District for the 2024-2025 Term and a Resolution for the Submission

Mrs. Crettenden moved, seconded by Mr. Bright to to cast all 852 votes to Mr. Benito Amador.

Ayes: Bright, Crettenden, Guerra, Jenkins, and Mueller
Nays: None

Abstains: Amador and Duncan

9. Board Comments and Request

Mrs. Crettenden invited the Board and community to the Weinert shop at Weinert, December 4-8.
Ms. Duncan also invited the Board and community to the KWED Toy Drive on December 1.

All prior Board requests have been addressed.

10. Adjourn

Mr. Jenkins moved, seconded by Mr. Amador to adjourn the meeting. The meeting adjourned at 10:08 p.m.

Ayes: Amador, Bright, Crettenden, Duncan, Guerra, Jenkins, and Mueller
Nays: None

Secretary/January 23, 2024

President/January 23, 2024

Minutes of Special Meeting

The Board of Trustees

Seguin ISD

A Special Meeting of the Board of Trustees of Seguin ISD was held Wednesday, December 13, 2023, beginning at 5:00 PM in the Board Room, 1221 E. Kingsbury, Seguin, Texas.

Present: Ben Amador, Joshua Bright, Denise Crettenden, Linda Duncan, Alejandro R. Guerra, Carl Jenkins, Grace Mueller and Dr. Veronica Vijil, Interim Superintendent

Absent:

Also Present: Anthony Hillberg, Chief Financial Officer; Dr. Samuel Hogue, Interim Deputy Superintendent; Perla Romero, Director of Business Services; Joel Trevino, Chief Human Resources Officer; Heath Anders, District Realtor with Anders Pierce Realty; and Nancy Ramirez, Superintendent Secretary

1. Call to Order

A. Mr. Guerra called the meeting to order at 5:00 p.m. and a quorum was established.

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

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

2. Audience with the Board

No one signed up to address the Board.

3. Action Items:

A. Possible Action to Extend Superintendent-Hiring Authority for Certified Personnel During the Spring of 2024

Ms. Duncan approved, seconded by Mr. Bright to grant ability to the Superintendent to have final hiring authority of all contractual personnel beginning January 1, 2024 and ending on March 31, 2024.

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

Nays: None

B. Possible Action to Authorize an Amendment to the Current District of Innovation Plan – Alternative to Educator Certification

Mr. Bright moved, seconded by Mr. Amador to grant ability for the Superintendent to initiate the process to amend the current District of Innovation Plan – Alternative to Educator Certification. The District request flexibility to educator certification requirements that would allow the district to hire teachers in hard to fill high demand certification areas in all levels (K-12).

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

Nays: None

4. Closed Meeting: The Board went into closed session at 5:11 p.m.

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

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

1. Discussion regarding employment agreements for non-certified personnel.

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

The Board recessed from 6:53 p.m. until 6:58 p.m. Mrs. Crettenden left at 6:53 p.m.

5. Reconvene to Open Meeting –The Board reconvened at 6:59 p.m.

A. Possible action to approve professional personnel, including appointment, employment, evaluation, assignment, duties, discipline or dismissal of employee(s). No action was taken.

B. Possible action regarding employment agreements for non-certified personnel.

Ms. Duncan moved, seconded by Mr. Amador for approval to provide an employee contract to a current non-certified Special Education Teacher.

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

Nays: None

Dr. Vijil and the Board recognized Mr. Hillberg for his 26 years of service and dedication to Seguin ISD, by presenting him with a plaque. Mr. Hillberg will be dearly missed.

6. Adjourn

Mr. Bright moved, seconded by Mr. Jenkins to adjourn the meeting. The meeting adjourned at 7:03 p.m.

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

Nays: None

Secretary/January 23, 2024

President/January 23, 2024

ACTION ITEM:

Approval of Tax Collection Reports for November 2023

RECOMMENDATION:

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

Current	\$	1,454,390
Delinquent		51,992
Penalty and Interest		17,468
Total Monthly Collections	\$	<u>1,523,849</u>
Total Tax Collections Year to Date	\$	<u>2,834,569</u>
Delinquent Tax Levy		3,567,354
Percent Collected through November 2023		38.64%
Percent of Tax Levy Collected last year		31.49%

EXHIBITS:

None

RESOURCE PERSONNEL:

Perla Romero, Chief Financial Officer, CTSBS
Sally Eckhart, Budget Coordinator

Submitted by:

(Signature)

(Name)

(Address)

(Telephone)

Veronica Vijil

Date Submitted: 01/23/24

Dr. Veronica Vijil, Interim Superintendent

1221 E. Kingsbury St., Seguin, TX 78155

(830) 401-8614

ACTION ITEM:

Approval of Tax Collection Reports for December 2023

RECOMMENDATION:

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

Current	\$ 18,539,520
Delinquent	53,726
Penalty and Interest	25,315
Total Monthly Collections	<u>\$ 18,618,560</u>
Total Tax Collections Year to Date	<u>\$ 21,453,129</u>
Delinquent Tax Levy	3,513,344
Percent Collected through December 2023	41.48%
Percent of Tax Levy Collected last year	35.77%

EXHIBITS:

None

RESOURCE PERSONNEL:

Perla Romero, Chief Financial Officer, CTSBS
Sally Eckhart, Budget Coordinator

Submitted by:

(Signature)

(Name)

(Address)

(Telephone)

Veronica Vijil

Date Submitted: 01/23/24

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 October 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 October 31, 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: Perla Romero, Chief Financial Officer, CTSBS
Sally Eckhart, Budget Coordinator

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


Date Submitted: 01/23/24
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
October 2023**

	Budget					Actual			Budget Remaining
	Adopted Budget	October 1, 2023	Proposed Amendment(s)		October 31, 2023	October 1, 2023	Current Month	October 31, 2023	
	Amended Budget	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	(2,892,558)	-	38,000,000	1,293	-	1,293	37,998,707
Property Taxes-Delinquent	700,000	700,000	100,000	-	800,000	687,364	-	687,364	112,636
Property Taxes-Penalty & Interest	375,000	375,000	125,000	-	500,000	133,088	-	133,088	366,912
Interest Income	875,000	875,000	275,000	-	1,150,000	415,812	-	415,812	734,188
Other Local Income	106,000	106,000	(1,000)	-	105,000	101,871	-	101,871	3,129
State	25,804,767	25,804,767	4,088,837	-	29,893,604	6,655,721	-	6,655,721	23,237,883
Federal	1,167,000	1,167,000	300,000	-	1,467,000	136,508	-	136,508	1,330,492
REVENUE	69,920,325	69,920,325	1,995,279	-	71,915,604	8,131,657	-	8,131,657	63,783,947
EXPENSE									
11 - Instruction	38,323,483	41,432,392	2,795,279	(475,030)	43,752,641	4,793,289	3,809,995	8,603,284	35,149,357
12 - Instructional Resources & Media Svcs	1,055,793	1,085,268	-	-	1,085,268	181,360	110,084	291,443	893,825
13 - Curr & Instructional Staff Development	577,483	716,173	-	(3,075)	713,098	155,091	85,223	240,314	472,784
21 - Instructional Leadership	2,062,583	2,488,993	-	(557,274)	1,931,719	520,051	168,427	688,478	1,243,241
23 - School Leadership	4,800,008	5,095,622	-	328,334	5,423,956	1,005,113	450,252	1,455,365	3,968,591
31 - Guidance & Counseling Services	2,586,821	2,910,391	-	(60,805)	2,849,586	546,539	243,231	789,770	2,059,816
32 - Social Work Services	641,559	676,559	-	118,796	795,355	156,332	63,137	219,469	575,886
33 - Health Services	818,922	827,343	-	(500)	826,843	111,103	75,862	186,965	639,878
34 - Student Transportation	3,248,950	3,315,702	-	91,845	3,407,547	572,313	328,935	901,247	2,506,300
35 - Food Service	-	-	-	-	-	-	-	-	-
36 - Co-curricular Activities	2,097,243	2,278,105	-	102,320	2,380,425	532,209	212,030	744,238	1,636,187
41 - General Administration	3,028,229	3,494,925	-	147,683	3,642,608	773,959	547,544	1,321,503	2,321,105
51 - Plant Maintenance & Operations	7,381,576	7,490,032	-	210,502	7,700,534	2,184,977	731,074	2,916,051	4,784,483
52 - Security & Monitoring Services	543,577	953,077	-	-	953,077	220,332	108,885	329,217	623,860
53 - Data Services	1,993,392	2,186,904	-	97,204	2,284,108	710,404	309,557	1,019,961	1,264,147
61 - Community Services	30,022	30,022	-	-	30,022	2,906	2,427	5,333	24,689
71 - Debt Services	-	665,000	-	-	665,000	665,000	-	665,000	-
81 - Facilities Acquisition & Construction	-	359,495	-	-	359,495	22,230	-	22,230	337,265
99 - Intergovernmental Charges (Appraisal Servs)	730,684	815,684	-	-	815,684	189,383	-	189,383	626,301
EXPENSE	69,920,325	76,821,687	2,795,279	-	79,616,966	13,342,591	7,246,661	20,589,252	59,027,714
REVENUE OVER/(UNDER) EXPENSE	\$ -	\$ (6,901,362)	\$ (800,000)	\$ -	\$ (7,701,362)	\$ (5,210,934)	\$ (7,246,661)	\$ (12,457,595)	4,756,233
Other Sources	-	-	-	-	-	-	-	-	-
Other Uses	-	-	-	-	-	-	-	-	-
OTHER SOURCES AND USES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
RESULT OF ACTIVITIES	\$ -	\$ (6,901,362)	\$ (800,000)	\$ -	\$ (7,701,362)	\$ (5,210,934)	\$ (7,246,661)	\$ (12,457,595)	4,756,233

Additional Information to the Reader									
PRELIMINARY ESTIMATE - Fund Balance:					PRELIMINARY ESTIMATE - Fund Balance Test per Board Policy CE (LOCAL):				
23 - 24 Beginning Fund Balance - Restricted - Grants			\$	468,865	Amended Budget Expense				79,616,966
23 - 24 Beginning Unassigned Fund Balance			\$	34,750,830	<i>(official test will use actuals at year end)</i>				
23 - 24 Actual Year to Date Revenue Over/(Under) Expense	\$	(12,457,595)			Less: Non-Operating Expenses/Fund Balance Assignments				
23 - 24 Actual Year to Date Other Sources and Uses					Assigned for Early Education Allotment				
23 - 24 Budget Remaining Revenue Over/(Under) Expense	\$	4,756,233			Assigned for Advanced Competition travel reserve				
					Assigned for 23-24 QZAB Payment (7 of 15)				
					Assigned for Teacher Incentive Allotment Program Development				
					Assigned for Welding Shop Upgrades				
					Assigned for Holdworth contract				
23 - 24 Estimated Year End Result of Activities	\$	(7,701,362)			Assigned for SAFE contract				
* 23 - 24 Estimated Ending Unassigned Fund Balance (Unaudited)	\$	27,518,333			Assigned for Cardonex training & software				
					Assigned for Covid 19 Funding Reserve				
					Assigned for Retention Stipends & Sign-on Bonuses				
					Total Non-Operating Expenses				
					\$ (7,701,362)				
					23 - 24 Budgeted Operating Expense (official test will use actuals at year end)				
					\$ 71,915,604				
					25% Unassigned Fund Balance Criteria as per Board Policy CE (LOCAL)				
					25%				
					23 - 24 Minimum Unassigned Fund Balance				
					\$ 17,978,901				
					* 23 - 24 Estimated Ending Unassigned Fund Balance (Unaudited)				
					\$ 27,518,333				
					Projected Unassigned Fund Balance Over/(Under) CE (LOCAL) Requirement				
					\$ 9,539,432				

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
 October, 2023

Budget Report - Attachment 1
 23-Jan-2024

Revenues:

BUA 412		
Property Tax Collections	\$	(2,667,558)
Other Local Revenue	\$	274,000
State Revenue	\$	4,088,837
Federal Revenue	\$	300,000
Total Revenue Increase (Decrease)	\$	<u>1,995,279</u>

Expenditures:

BUA 412		
Function 11 Increase Salary expenditures to match revenue projections	\$	1,995,279
BUA 627		
Function 11 Fund balance assignment -Retention and Sign-on bonuses	\$	800,000
Total Expenditures Increase (Decrease)	\$	<u>2,795,279</u>

Other Sources:

Total Other Sources Increase (Decrease)	\$	<u>-</u>
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**Seguin Independent School District
Proposed Budget Amendments and Financial Statements
Child Nutrition Fund
October 2023**

	Budget					Actual			Budget Remaining
	Adopted Budget	October 1, 2023	Proposed Amendment(s)		October 31, 2023	October 1, 2023	Current Month	October 31, 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	42,668	11,401	54,069	-
Other Local Income	443,500	443,500	-	-	443,500	53,026	37,038	90,064	353,436
State	121,500	121,500	-	-	121,500	-	-	-	121,500
Federal	6,025,000	6,025,000	-	-	6,025,000	1,177,735	689,764	1,867,499	4,157,501
REVENUE	6,610,000	6,610,000	-	-	6,610,000	1,273,429	738,203	2,011,632	4,632,437
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	1,135,692	878,621	2,014,313	4,569,187
36 - Co-curricular Activities									
41 - General Administration									
51 - Plant Maintenance & Operations	19,500	19,500	-	-	19,500	3,895	1,253	5,148	14,352
52 - Security & Monitoring Services	7,000	7,000	-	-	7,000	132	88	221	6,779
53 - Data Services									
61 - Community Services									
71 - Debt Services									
81 - Facilities Acquisition & Construction									
99 - Intergovernmental Charges (Appraisal Svcs)									
EXPENSE	6,610,000	6,610,000	-	-	6,610,000	1,139,719	879,963	2,019,681	4,590,319
REVENUE OVER/(UNDER) EXPENSE	\$ -	\$ -	\$ -	\$ -	\$ -	133,711	(141,760)	(8,049)	42,118
Other Sources	-	-	-	-	-				
Other Uses	-	-	-	-	-				
OTHER SOURCES AND USES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
RESULT OF ACTIVITIES	\$ -	\$ -	\$ -	\$ -	\$ -	133,711	(141,760)	(8,049)	

Additional Information to the Reader			
PRELIMINARY ESTIMATE - Fund Balance:			
<i>23 - 24 Beginning Fund Balance (Unaudited)</i>			
Unassigned	\$	3,270,509	
Non Spendable-Inventory	\$	78,716	
Total 23 - 24 Beginning Fund Balance (Unaudited)	\$	3,349,225	
<i>23 - 24 Actual Year to Date Revenue Over/(Under) Expense</i>			
	\$	(8,049)	
<i>23 - 24 Actual Year to Date Other Sources and Uses</i>			
	\$	-	
<i>23 - 24 Budget Remaining Revenue Over/(Under) Expense</i>			
	\$	42,118	
23 - 24 Estimated Year End Result of Activities	\$	34,069	
23 - 24 Estimated Ending Fund Balance (Unaudited)	\$	3,383,294	

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

Budget Report - Attachment 1
23-Jan-2024

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
October 2023

	Budget				Actual			Budget Remaining	
	Adopted Budget	October 1, 2023	Proposed Amendment(s)		October 31, 2023	October 1, 2023	Current Month		October 31, 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	297,198	34,163	331,361	-
Property Taxes-Penalty & Interest	100,000	100,000	-	-	100,000	52,884	7,680	60,563	39,437
Interest Income	-	-	-	-	-	130,718	27,905	158,623	-
Other Local Income	-	-	-	-	-	-	-	-	-
State	-	-	-	-	-	-	-	-	-
Federal	-	-	-	-	-	-	-	-	-
REVENUE	15,914,000	15,914,000	-	-	15,914,000	481,356	69,747	551,103	15,602,880
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	400	9,359,545	6,554,455
81 - Facilities Acquisition & Construction									
99 - Intergovernmental Charges (Appraisal Servs)									
EXPENSE	15,914,000	15,914,000	-	-	15,914,000	9,359,145	400	9,359,545	6,554,455
REVENUE OVER/(UNDER) EXPENSE	\$ -	\$ -	\$ -	\$ -	\$ -	(8,877,789)	69,347	(8,808,442)	\$ 9,048,425
Other Sources	-	-	-	-	-	-	2,570	2,570	
Other Uses	-	-	-	-	-	-	-	-	
OTHER SOURCES AND USES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,569.93	\$ 2,569.93	
RESULT OF ACTIVITIES	\$ -	\$ -	\$ -	\$ -	\$ -	(8,877,789)	\$ 71,917	(8,805,872)	

Additional Information to the Reader	
PRELIMINARY ESTIMATE - Fund Balance:	
23 - 24 Beginning Fund Balance (Unaudited)	\$ 14,771,032
Total 23 - 24 Beginning Fund Balance (Unaudited)	\$ 14,771,032
23 - 24 Actual Year to Date Revenue Over/(Under) Expense	\$ (8,808,442)
23 - 24 Actual Year to Date Other Sources and Uses	\$ 2,570
23 - 24 Budget Remaining Revenue Over/(Under) Expense	\$ 9,048,425
23 - 24 Estimated Year End Result of Activities	\$ 242,554
23 - 24 Estimated Ending Fund Balance (Unaudited)	\$ 15,013,586

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

Budget Report - Attachment 1
23-Jan-2024

Revenues:

Total Revenue Increase (Decrease) \$ -

Expenditures:

Total Expenditures Increase (Decrease) \$ -

Other Sources:

Total Other Sources Increase (Decrease) \$ -

ACTION ITEM: **Approval of Proposed Budget Amendments & Financial Statements for November 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 November 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: Perla Romero, Chief Financial Officer, CTSBS
Sally Eckhart, Budget Coordinator

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


Date Submitted: 01/23/24
Dr. Veronica Vijil, Interim Superintendent
1221 E. Kingsbury St., Seguin, TX 78155
(830) 401-8614

Function Codes

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

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

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

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

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

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

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

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

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

35 – Food Service – Expenditures for food service operations

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

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

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

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

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

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

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

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

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

**Sequin Independent School District
Proposed Budget Amendments and Financial Statements
General Operating Fund
November 2023**

	Budget					Actual			Budget Remaining
	Adopted Budget	November 1, 2023 Amended Budget	Proposed Amendment(s) Programmatic Changes	Balance Neutral	November 30, 2023 Amended Budget	November 1, 2023 Year to Date	Current Month Activity	November 30, 2023 Year to Date	
REVENUE									
Local									
Property Taxes-Current	40,892,558	38,000,000		-	38,000,000	1,293	952,923	954,215	37,045,785
Property Taxes-Delinquent	700,000	800,000		-	800,000	687,364	114,709	802,073	-
Property Taxes-Penalty & Interest	375,000	500,000		-	500,000	133,088	30,492	163,580	336,420
Interest Income	875,000	1,150,000		-	1,150,000	415,812	225,504	641,316	508,684
Other Local Income	106,000	105,000		-	105,000	101,871	66,909	168,780	-
State	25,804,767	29,893,604		-	29,893,604	6,655,721	9,669,174	16,324,896	13,568,708
Federal	1,167,000	1,467,000		-	1,467,000	136,508	214,668	351,176	1,115,824
REVENUE	69,920,325	71,915,604			71,915,604	8,131,657	11,274,379	19,406,036	52,575,421
EXPENSE									
11 - Instruction	38,323,483	43,752,641	45,000	(506,175)	43,291,466	8,603,284	3,228,521	11,831,804	31,459,662
12 - Instructional Resources & Media Svcs	1,055,793	1,085,268		32,115	1,117,383	291,443	79,233	370,677	746,706
13 - Curr & Instructional Staff Development	577,483	713,098		113,334	826,432	240,314	52,225	292,539	533,893
21 - Instructional Leadership	2,062,583	1,931,719	19,000	105,961	2,056,680	688,478	133,499	821,976	1,234,704
23 - School Leadership	4,800,008	5,423,956		(21,234)	5,402,722	1,455,365	408,846	1,864,212	3,538,510
31 - Guidance & Counseling Services	2,586,821	2,849,586		21,895	2,871,481	789,770	198,604	988,374	1,883,107
32 - Social Work Services	641,559	795,355		(10,316)	785,039	219,469	78,200	297,669	487,370
33 - Health Services	818,922	826,843		21,709	848,552	186,965	65,975	252,940	595,612
34 - Student Transportation	3,248,950	3,407,547		38,000	3,445,547	901,247	287,042	1,188,290	2,257,257
35 - Food Service	-	-		-	-	-	-	-	-
36 - Co-curricular Activities	2,097,243	2,380,425		(39,142)	2,341,283	744,238	169,066	913,305	1,427,978
41 - General Administration	3,028,229	3,642,608		65,448	3,708,056	1,321,503	397,885	1,719,388	1,988,668
51 - Plant Maintenance & Operations	7,381,576	7,700,534	401,000	114,050	8,215,584	2,916,051	738,908	3,654,959	4,560,625
52 - Security & Monitoring Services	543,577	953,077	190,000	39,710	1,182,787	329,217	135,864	465,081	717,706
53 - Data Services	1,993,392	2,284,108	220,000	22,500	2,526,608	1,019,961	141,395	1,161,356	1,365,252
61 - Community Services	30,022	30,022		2,145	32,167	6,333	1,372	6,704	25,463
71 - Debt Services	-	665,000		-	665,000	665,000	-	665,000	-
81 - Facilities Acquisition & Construction	-	359,495	3,190,000	-	3,549,495	22,230	1,407,516	1,429,746	2,119,749
99 - Intergovernmental Charges (Appraisal Servs)	730,684	815,684		-	815,684	189,383	214,539	403,922	411,762
EXPENSE	69,920,325	79,616,966	4,065,000		83,681,966	20,589,252	7,738,690	28,327,942	55,354,024
REVENUE OVER/(UNDER) EXPENSE	\$ -	\$ (7,701,362)	\$ (4,065,000)	\$ -	\$ (11,766,362)	\$ (12,457,595)	\$ 3,535,689	\$ (8,921,906)	\$ (2,778,602)
Other Sources	-	-	-	-	-	-	-	-	-
Other Uses	-	-	-	-	-	-	-	-	-
OTHER SOURCES AND USES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
RESULT OF ACTIVITIES	\$ -	\$ (7,701,362)	\$ (4,065,000)	\$ -	\$ (11,766,362)	\$ (12,457,595)	\$ 3,535,689	\$ (8,921,906)	\$ -

Additional Information to the Reader			
PRELIMINARY ESTIMATE - Fund Balance:			
23 - 24 Beginning Fund Balance - Restricted - Grants	\$	468,865	
23 - 24 Beginning Unassigned Fund Balance	\$	34,750,830	
23 - 24 Actual Year to Date Revenue Over/(Under) Expense	\$	(8,921,906)	
23 - 24 Actual Year to Date Other Sources and Uses		-	
23 - 24 Budget Remaining Revenue Over/(Under) Expense	\$	(2,778,602)	
23 - 24 Estimated Year End Result of Activities	\$	(11,700,508)	
* 23 - 24 Estimated Ending Unassigned Fund Balance (Unaudited)	\$	23,519,187	
PRELIMINARY ESTIMATE - Fund Balance Test per Board Policy CE (LOCAL):			
Amended Budget Expense (official test will use actuals at year end)			83,681,966
Less: Non-Operating Expenses/Fund Balance Assignments			
Assigned for Early Education Allotment	\$	(310,355)	
Assigned for Advanced Competition travel reserve	\$	(50,000)	
Assigned for 23-24 QZAB Payment (7 of 15)	\$	(665,000)	
Assigned for Teacher Incentive Allotment Program Development	\$	(130,000)	
Assigned for Welding Shop Upgrades	\$	(359,495)	
Assigned for Holdworth contract	\$	(300,000)	
Assigned for SAFE contract	\$	(25,000)	
Assigned for Cardonex training & software	\$	(61,512)	
Assigned for Covid 19 Funding Reserve	\$	(5,000,000)	
Assigned for Retention Stipends & Sign-on Bonuses	\$	(800,000)	
Assigned for Natl Brd of Prof Teaching Stnd-TEA fees	\$	(20,000)	
Assigned for STARS Security Services	\$	(185,000)	
Assigned for PLC Phase 1 renovations	\$	(200,000)	
Assigned for ABRE Subscription	\$	(220,000)	
Assigned for Outdoor Learning Center FY 23-24 budget	\$	(250,000)	
Assigned for Outdoor Learning Center land purchase	\$	(1,440,000)	
Assigned for Baseball/Softball field completion	\$	(1,750,000)	
Total Non-Operating Expenses	\$	(11,766,362)	
23 - 24 Budgeted Operating Expense (official test will use actuals at year end)	\$	71,915,604	
25% Unassigned Fund Balance Criteria as per Board Policy CE (LOCAL)		25%	
23 - 24 Minimum Unassigned Fund Balance	\$	17,978,907	
* 23 - 24 Estimated Ending Unassigned Fund Balance (Unaudited)	\$	23,519,187	
Projected Unassigned Fund Balance Over/(Under) CE (LOCAL) Requirement	\$	5,540,286	

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

Budget Report - Attachment 1
 23-Jan-2024

Revenues:

Total Revenue Increase (Decrease) \$ -

Expenditures:

BUA 417

Function 11	TEA certification fees-NBPTS	\$ 20,000
Function 11	Outdoor Learning Center FY 23-24 Budget	\$ 25,000
Function 21	Outdoor Learning Center FY 23-24 Budget	\$ 19,000
Function 51	Outdoor Learning Center FY 23-24 Budget	\$ 201,000
Function 51	PLC Phase 1 renovations	\$ 200,000
Function 52	Outdoor Learning Center FY 23-24 Budget	\$ 5,000
Function 52	STARS Security Services	\$ 185,000
Function 53	ABRE Software subscription	\$ 220,000
Function 81	SOLC purchase	\$ 1,440,000
Function 81	Baseball/Software field completion	\$ 1,750,000

Total Expenditures Increase (Decrease) \$ 4,065,000

Other Sources:

Total Other Sources Increase (Decrease) \$ -

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

	Budget					Actual			Budget Remaining
	Adopted Budget	November 1, 2023	Proposed Amendment(s)		November 30, 2023	November 1, 2023	Current Month	November 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	54,069	11,407	65,476	-
Other Local Income	443,500	443,500	-	-	443,500	90,064	29,927	119,991	323,509
State	121,500	121,500	-	-	121,500	-	6,500	6,500	115,000
Federal	6,025,000	6,025,000	-	-	6,025,000	1,867,499	591,468	2,458,967	3,566,033
REVENUE	6,610,000	6,610,000	-	-	6,610,000	2,011,632	639,302	2,650,934	4,004,542
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	2,014,313	534,749	2,549,062	4,034,438
36 - Co-curricular Activities									
41 - General Administration									
51 - Plant Maintenance & Operations	19,500	19,500	-	-	19,500	5,148	1,084	6,232	13,268
52 - Security & Monitoring Services	7,000	7,000	-	-	7,000	221	44	265	6,735
53 - Data Services									
61 - Community Services									
71 - Debt Services									
81 - Facilities Acquisition & Construction									
99 - Intergovernmental Charges (Appraisal Svcs)									
EXPENSE	6,610,000	6,610,000	-	-	6,610,000	2,019,681	535,878	2,555,559	4,054,441
REVENUE OVER/(UNDER) EXPENSE	\$ -	\$ -	\$ -	\$ -	\$ -	(8,049)	103,424	95,375	(49,899)
Other Sources	-	-	-	-	-	-	-	-	-
Other Uses	-	-	-	-	-	-	-	-	-
OTHER SOURCES AND USES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
RESULT OF ACTIVITIES	\$ -	\$ -	\$ -	\$ -	\$ -	(8,049)	\$ 103,424	\$ 95,375	\$ -

Additional Information to the Reader			
PRELIMINARY ESTIMATE - Fund Balance:			
<i>23 - 24 Beginning Fund Balance (Unaudited)</i>			
Unassigned	\$	3,270,509	
Non Spendable-Inventory	\$	78,716	
<i>Total 23 - 24 Beginning Fund Balance (Unaudited)</i>	\$	3,349,225	
<i>23 - 24 Actual Year to Date Revenue Over/(Under) Expense</i>			
	\$	95,375	
<i>23 - 24 Actual Year to Date Other Sources and Uses</i>			
	\$	-	
<i>23 - 24 Budget Remaining Revenue Over/(Under) Expense</i>			
	\$	(49,899)	
<i>23 - 24 Estimated Year End Result of Activities</i>	\$	45,476	
23 - 24 Estimated Ending Fund Balance (Unaudited)		\$	3,394,701

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

Budget Report - Attachment 1
23-Jan-2024

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
November 2023**

	Budget					Actual			Budget Remaining	
	Adopted Budget	November 1, 2023		Proposed Amendment(s)		November 30, 2023	November 1, 2023	Current Month		November 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	501,467	502,023	15,061,977	
Property Taxes-Delinquent	250,000	250,000	-	-	250,000	331,361	15,644	347,004	-	
Property Taxes-Penalty & Interest	100,000	100,000	-	-	100,000	60,563	5,109	65,673	34,327	
Interest Income	-	-	-	-	-	158,623	27,747	186,370	-	
Other Local Income	-	-	-	-	-	-	795	795	-	
State	-	-	-	-	-	-	-	-	-	
Federal	-	-	-	-	-	-	-	-	-	
REVENUE	15,914,000	15,914,000	-	-	15,914,000	551,103	550,762	1,101,865	15,096,304	
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	9,359,545	-	9,359,545	6,554,455	
81 - Facilities Acquisition & Construction										
99 - Intergovernmental Charges (Appraisal Servs)										
EXPENSE	15,914,000	15,914,000	-	-	15,914,000	9,359,545	-	9,359,545	6,554,455	
REVENUE OVER/(UNDER) EXPENSE	\$ -	\$ -	\$ -	\$ -	\$ -	(8,808,442)	550,762	(8,257,680)	\$ 8,541,849	
Other Sources	-	-	-	-	-	-	2,570	2,570		
Other Uses	-	-	-	-	-	-	-	-		
OTHER SOURCES AND USES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,569.93	\$ 2,569.93		
RESULT OF ACTIVITIES	\$ -	\$ -	\$ -	\$ -	\$ -	(8,808,442)	\$ 553,332	(8,255,110)		

Additional Information to the Reader			
PRELIMINARY ESTIMATE - Fund Balance:			
23 - 24 Beginning Fund Balance (Unaudited)	\$	14,771,032	
Total 23 - 24 Beginning Fund Balance (Unaudited)	\$	14,771,032	
23 - 24 Actual Year to Date Revenue Over/(Under) Expense	\$	(8,257,680)	
23 - 24 Actual Year to Date Other Sources and Uses	\$	2,570	
23 - 24 Budget Remaining Revenue Over/(Under) Expense	\$	8,541,849	
23 - 24 Estimated Year End Result of Activities	\$	286,739	
23 - 24 Estimated Ending Fund Balance (Unaudited)	\$	15,057,771	

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

Budget Report - Attachment 1
23-Jan-2024

Revenues:

Total Revenue Increase (Decrease) \$ -

Expenditures:

Total Expenditures Increase (Decrease) \$ -

Other Sources:

Total Other Sources Increase (Decrease) \$ -

ACTION ITEM: Approval of Investment Report for the Second Quarter Ended December 31, 2023

RECOMMENDATION: That the Board of Trustees approve the Investment Report for the quarter ended December 31, 2023.

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

This report is designed to allow the Board of Trustees to review the investment activity for the quarter ended December 31, 2023. The District's earnings rates, investment position, and yield information are presented for the period.

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


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

PAPERWORK IMPACT: None

BUDGET IMPACT / INFORMATION: None

EXHIBITS: Investment Report

RESOURCE PERSONNEL: Perla Romero, Chief Financial Officer, CTSBS
Beartiz Rodgers, General Ledger Specialist

Submitted by:  Date Submitted: 01/23/24
(Signature) _____
(Name) Dr. Veronica Vijil, Interim Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614

SEGUIN INDEPENDENT SCHOOL DISTRICT
INVESTMENT REPORT
SECOND QUARTER ENDED DECEMBER 31, 2023

<u>INVENTORY OF INVESTMENTS</u>	Weighted Average Maturity 1.0 Day	Balance <u>12/31/2023</u>
GENERAL OPERATING FUND 199		
TexPool - Local Maintenance		1,142,321
Lone Star		18,179,729
Logic		454,116
MBIA		9,543,926
TOTAL GENERAL OPERATING FUND		\$ 29,320,093
	Weighted Average Maturity	
CHILD NUTRITION FUND 240		
Lone Star		\$ 2,198,519
	Weighted Average Maturity	
INTEREST & SINKING FUND 599		
TexPool		1,165,978
Lone Star		2,430,389
TOTAL INTEREST & SINKING FUND		\$ 3,596,366
	Weighted Average Maturity	
COMBINED SCHOOL BOND FUNDS 62X		
Lone Star		\$ 46,567,124
OAK PARK MALL ENTERPRISE FUND 711		
TexPool		\$ 41,717
WORKER'S COMPENSATION SELF-INSURANCE FUND 753		
TexPool		853,369
Lone Star		3,483,625
TOTAL WORKERS' COMPENSATION FUND		\$ 4,336,995
	Weighted Average Maturity	
STUDENT ACTIVITY TRUST & AGENCY FUND 865		
TexPool		\$ 159,940
	Weighted Average Maturity	
GRAND TOTALS		\$ 86,220,753

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

Perla Romero, Chief Financial Officer 
 Beatriz Rodgers, General Ledger Specialist 
 Dr. Veronica Vijil, Interim Superintendent 

**SEGUIN INDEPENDENT SCHOOL DISTRICT
INVESTMENT REPORT
SECOND QUARTER ENDED DECEMBER 31, 2023**

<u>INVESTMENT TRANSACTIONS</u>	<u>QUARTER BEGINNING BALANCE 10/1/2023</u>	<u>NET CHANGE</u>	<u>QUARTER ENDING BALANCE 12/31/2023</u>
GENERAL OPERATING FUND 199			
TexPool	959,637	182,684	1,142,321
Lone Star	17,705,479	474,250	18,179,729
Logic	447,825	6,291	454,116
MBIA	9,410,845	133,081	9,543,926
TOTAL GENERAL OPERATING FUND	\$ 28,523,786	\$ 796,306	\$ 29,320,093
CHILD NUTRITION FUND 240			
Lone Star	\$ 2,313,003	\$ (114,484)	\$ 2,198,519
INTEREST AND SINKING FUND 599			
TexPool	1,150,346	15,631	1,165,978
Lone Star	4,736,045	(2,305,656)	2,430,389
TOTAL INTEREST AND SINKING FUND	\$ 5,886,391	\$ (2,290,025)	\$ 3,596,366
COMBINED SCHOOL BOND FUNDS 62X			
Lone Star	\$ 49,357,502	\$ (2,790,379)	\$ 46,567,124
OAK PARK MALL FUND 711			
TexPool	\$ 208,528	\$ (166,811)	\$ 41,717
WORKER'S COMPENSATION SELF-INSURANCE FUND 753			
TexPool	841,929	11,441	853,369
Lone Star	3,297,896	185,729	3,483,625
TOTAL WORKERS' COMPENSATION FUND	\$ 4,139,825	\$ 197,169	\$ 4,336,995
STUDENT ACTIVITY TRUST & AGENCY FUND 865			
TexPool	\$ 157,795	\$ 2,144	\$ 159,940
GRAND TOTALS	\$ 90,586,832	\$ (1,575,700)	\$ 86,220,753

**SEGUIN INDEPENDENT SCHOOL DISTRICT
INVESTMENT REPORT
SECOND QUARTER ENDED DECEMBER 31, 2023**

<u>YIELD ON INVESTMENTS</u>	<u>AVERAGE BALANCE</u>	<u>INTEREST INCOME</u>	<u>YIELD</u>
GENERAL OPERATING FUND 199			
TexPool - Local Maintenance	1,046,128	14,149	5.366%
Lone Star	12,886,326	182,990	5.634%
Logic	449,916	6,291	5.548%
MBIA	9,478,618	133,081	5.570%
TOTAL GENERAL OPERATING FUND	\$ 23,860,988	\$ 336,511	5.595%
CHILD NUTRITION FUND 240			
Lone Star	\$ 2,432,749	\$ 34,569	5.638%
INTEREST AND SINKING FUND 599			
TexPool	1,155,822	15,631	5.366%
Lone Star	6,066,802	86,233	5.639%
TOTAL INTEREST & SINKING FUND	\$ 7,222,624	\$ 101,864	5.595%
COMBINED SCHOOL BOND FUNDS 62X			
Lone Star	\$ 47,931,287	\$ 6,291	5.548%
OAK PARK MALL ENTERPRISE FUND 711			
TexPool	\$ 127,597	\$ 1,725	5.362%
WORKER'S COMPENSATION SELF-INSURANCE FUND 753			
TexPool	845,937	11,441	5.366%
Lone Star	3,388,003	48,142	5.637%
TOTAL WORKER'S COMPENSATION FUND	\$ 4,233,940	\$ 59,582	5.583%
STUDENT ACTIVITY TRUST & AGENCY FUND 865			
TexPool	\$ 158,547	\$ 2,144	5.366%
TOTAL INTEREST FOR ALL FUNDS	\$ 85,967,732	\$ 542,686	5.503%

**SEGUIN INDEPENDENT SCHOOL DISTRICT
SECOND QUARTER ENDED DECEMBER 31, 2023**

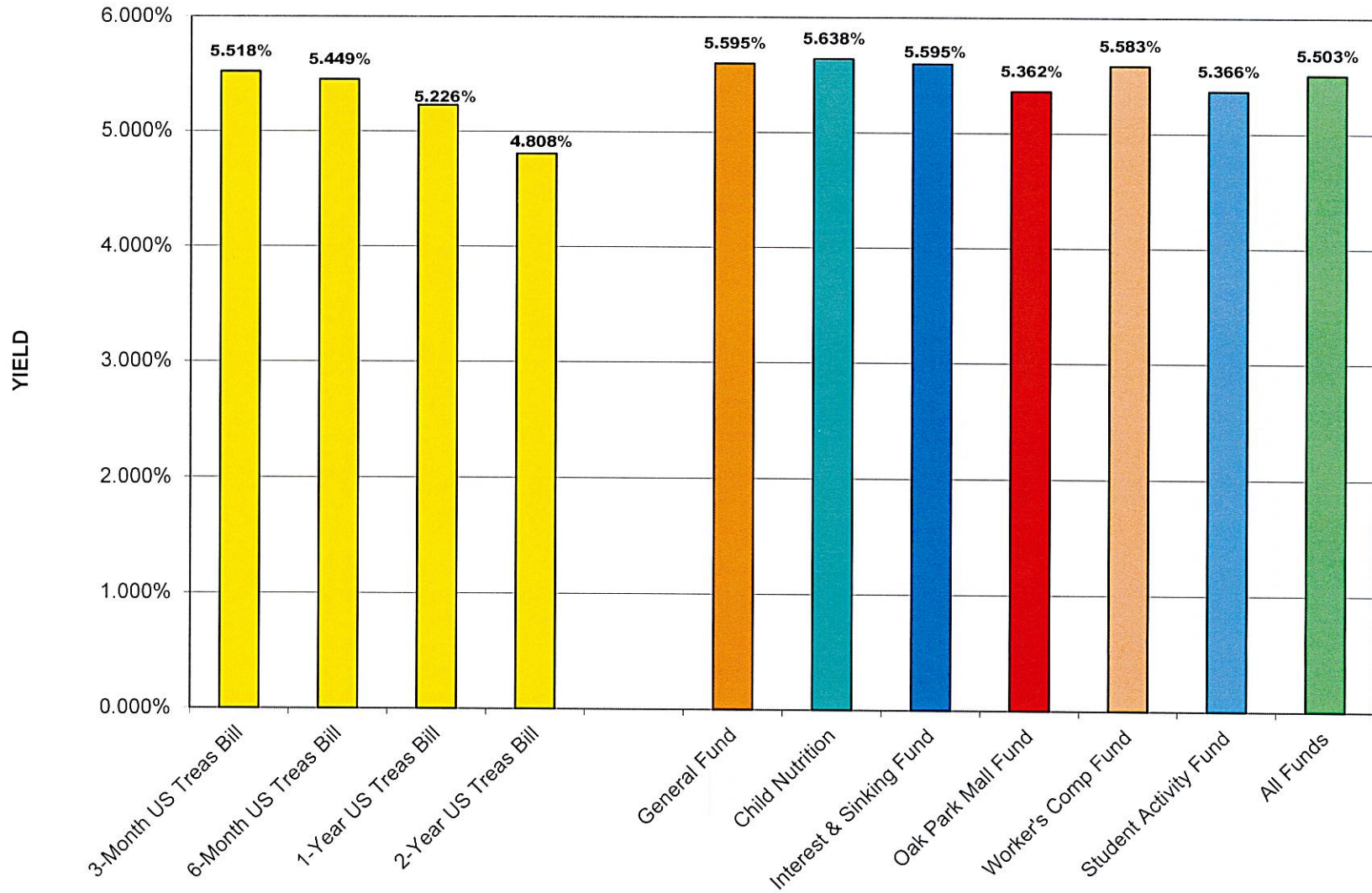


Exhibit - Investment Report

ACTION ITEM:

Approval of Donations Received November 2023

RECOMMENDATION:

That the Board of Trustees approve donations received by the District during the month of November 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:

Perla Romero, Chief Financial Officer, CTSBS
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: 01/23/24

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

Donor	Purpose	Campus Receiving Donation	Date Rcvd	Amount	Board Approval
Spirit of Joy	Clear backpacks and library books	Ball ECC	11/30/23	\$ 528.44	Pending

NOTE: This listing includes only documented, unsolicited donations received by the District during November 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 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 respondents will be added to the list of approved vendors for this RFP: Serve Pro and Texas Airwall Services. 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: Perla Romero, Chief Financial Officer, CTSBS
Jennifer Raske Martinez, Purchasing Coordinator, CTSBO

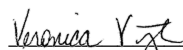
Submitted by:

(Signature)

(Name)

(Address)

(Telephone)



Dr. Veronica Vijil, Interim Superintendent

1221 E. Kingsbury St., Seguin, TX 78155

(830) 401-8614

Date Submitted: 01/23/24

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
Serve Pro	Cleaning services	Y
Texas Airwall Services	Building maintenance and repairs	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 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 one responses received, all met the RFP requirements. With approval from the Board of Trustees, the respondent will be added to the list of approved vendors for this RFP: Michael Olsted. 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: Perla Romero, Chief Financial Officer, CTSBS
Jennifer Raske Martinez, Purchasing Coordinator, CTSBO

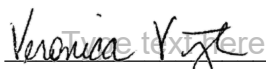
Submitted by:

(Signature)

(Name)

(Address)

(Telephone)

 Type text here

Dr. Veronica Vil, Interim Superintendent

1221 E. Kingsbury St., Seguin, TX 78155

(830) 401-8614

Date Submitted: 01/23/24

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
Michael Olstad	DI Program Consulting Services	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: **Seguin ISD Resolution Regarding the Office of the Governor’s Truancy Prevention Grant**

RECOMMENDATION: That the Board of Trustees approve the resolution for the application to the Office of the Governor Truancy Prevention Grant.

RATIONALE: The Office of the Governor Criminal Justice Division has announced funding for Truancy Prevention and Intervention Program grants. Seguin ISD was awarded the grant for two Case Managers for the 2018-19 school year, and continued for the 2019-20, 2020-21, 2021-22, 2022-23 and 2023-24 school years. The current grant expires on August 31, 2024. The district is eligible to apply and continue the grant for truancy prevention and intervention purposes for an additional term. The grant will include the continuation of implementing a campus based truancy intervention program with the goals of increasing overall student attendance, student engagement, decreasing unexcused absences, and improving student academic progress with a focus on secondary schools.

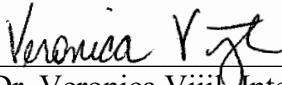
REFERENCE and COMPLIANCE: FEA (LEGAL) Attendance Compulsory Attendance;
FED (LEGAL) Attendance Enforcement

PAPERWORK IMPACT: Minimal

BUDGET IMPACT: Grant submission for all costs with no additional costs to the district

EXHIBITS: Resolution

RESOURCE PERSONNEL: Nikki Elaine Bittings, Chief Student Services Officer

Submitted by:  Date Submitted: 01/23/24
(Signature) _____
(Name) Dr. Veronica Vijil, Interim Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614

SEGUIN INDEPENDENT SCHOOL DISTRICT

**Resolution of the Board Regarding the Grant Submission to the Office of the Governor
Criminal Justice Division (CJD) for Truancy Prevention and Intervention Program**

WHEREAS, the Seguin ISD Board of Trustees finds it in the best interest of the citizens of the Seguin School District, that the Missing Matadors Matter project be continued for the 2024-2025 school year; and

WHEREAS, the Seguin ISD Board of Trustees agrees to provide applicable matching funds for the said project, as required by the Office of the Governor grant application if listed in the grant application; and

WHEREAS, the Seguin ISD Board of Trustees agrees that in the event of loss or misuse of the Office of the Governor funds, Seguin ISD Board of trustees assures that the funds will be returned to the Office of the Governor in full; and

WHEREAS, the Seguin ISD Board of Trustees designates Nikki Elaine Bittings as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

NOW, THEREFORE, BE IT RESOLVED that Seguin ISD Board of trustees approves the submission of the grant application for the Missing Matadors Matter to the Office of the Governor.

PASSED AND APPROVED BY THE MAJORITY OF MEMBERS OF THE BOARD OF TRUSTEES OF SEGUIN INDEPENDENT SCHOOL DISTRICT, ON THIS, THE 23RD DAY OF JANUARY 2024.

[Signature Page Follows]

SEGUIN INDEPENDENT SCHOOL DISTRICT

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 _____, 2024, which Resolution is in full force and effect, and has not been revoked or amended.

Board Secretary

Dated: _____

Grant: 3636207

INFORMATION ITEM: **Information Regarding Seguin ISD Purchase of Conceptual Designs from PB Group, LLC.**

RECOMMENDATION: That the Board of Trustees receives information regarding Seguin ISD purchase of conceptual designs for twelve (12) district facilities at a cost of \$159,640.

RATIONALE: PB Group provided conceptual designs for safety and security improvements around the sites and exteriors fo the buildings. These designs provided preliminary information for project(s) and focused on the following: Seguin High School and Goldie Harris Gym, Briesemeister Middle School, Barnes Middle School, Ball Early Childhood Center, Jefferson Elementary School, Patlan Elementary School, Rodriguez Elementary School, Vogel Elementary School, Weinert Elementary School, and Seguin Alternative School & MBLC at Saegert.

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

PAPERWORK IMPACT: None

BUDGET IMPACT / INFORMATION: Funds to be provided by the 2022 Bond Fund.

EXHIBITS: None

RESOURCE PERSONNEL: Perla Romero, Chief Financial Officer, CTSBS
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: 01/23/24

INFORMATION ITEM: Personnel Information - Professional Employees

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

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

Name	Campus	Effective
*Leal, Sanjuana	Koennecke	01/16/24
McLain, Clinton	Seguin High School	01/16/24
*Sumpter, Lydia	Koennecke	11/27/23

* Returning Seguin ISD employee

**BOARD’S
ACKNOWLEDGEMENT
RESIGNATIONS:**

Alley, Savannah, Weinert Elementary, effective 01/04/24

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

Ms. Alley has 5 months with Seguin ISD.

Amsink, Jennifer, Ball Early Childhood Center, effective 12/01/2023

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

Ms. Amsink has 3 years with Seguin ISD.

Brock, DeAna, Seguin High School, effective 01/12/24

Ms. Brock, Assistant Principal, has resigned due to employment with another school district.

Ms. Brock has 5 years with Seguin ISD.

Haas, M’Liss, CCMR Coordinator, effective 12/31/2023

Ms. Haas, CCMR Coordinator, has resigned and elected to retire.

Ms. Haas has 28 years with Seguin ISD.

Hernandez, Jose, Weinert Elementary, effective 12/15/2023

Mr. Hernandez, Teacher, has resigned due to personal reasons.

Mr. Hernandez has 1 year with Seguin ISD.

Hillberg, Anthony, Chief Financial Officer, effective 12/31/2023

Mr. Hillberg, Chief Financial Officer, has resigned and elected to retire.

Mr. Hillberg has 25 years with Seguin ISD.

Johnson, Betsey, Special Education Counselor, effective 11/30/2023

Ms. Johnson, Special Education Counselor, has resigned due to personal reasons.

Ms. Johnson has 2 years with Seguin ISD.

Martinez, Criselda, Vogel Elementary, effective 12/15/2023

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

Ms. Martinez has 11 years with Seguin ISD.

Martinez, John, Weinert Elementary, effective 01/19/2024

Mr. Martinez, Special Education Teacher, resigned due to personal reasons.

Mr. Martinez has 13 years with Seguin ISD.

Montiel, Joaquin, Seguin High School, effective 12/15/2023

Mr. Montiel, Teacher, resigned due to contract abandonment.

Mr. Montiel has 1 year with Seguin ISD.

Ragsdale, Martha, Mercer Blumberg Learning Center, effective 05/28/2024

Ms. Ragsdale, Teacher, has resigned and elected to retire.

Ms. Ragsdale has 31 years with Seguin ISD.

Reder, Abigail, McQueeney, effective 02/23/2024

Ms. Reder, Teacher, resigned due to relocation.

Ms. Reder has 5 years with Seguin ISD.

Rodriguez, Magda, McQueeney Elementary, effective 12/15/2023

Ms. Rodriguez, Teacher, has resigned and elected to retire.

Ms. Rodriguez has 17 years with Seguin ISD.

Schulze, Bryan, Weinert Elementary, effective 12/15/2023

Mr. Schulze, Teacher, has resigned due to personal reasons.

Mr. Schulze 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:

Information Sheet

RESOURCE PERSONNEL:

Joel S. Treviño, Chief Human Resources Officer

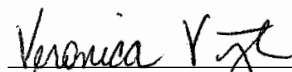
Submitted by:

(Signature)

(Name)

(Address)

(Telephone)



Dr. Veronica Viji Interim Superintendent

1221 E. Kingsbury St., Seguin, TX 78155

(830) 401-8614

Date Submitted: 01/23/24

INFORMATION ITEM: **Acknowledge Public Information Act Requests November 2023-January 2024**

RECOMMENDATION: That the Board of Trustees acknowledge Public Information Act requests received since Nov. 9, 2023.

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

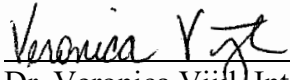
REFERENCE and COMPLIANCE: GB (LEGAL) Public Information Program

PAPERWORK IMPACT: None

BUDGET IMPACT/ INFORMATION: None

EXHIBITS: Nov. 9, 2023-Jan. 10, 2024 Public Information Act request roster

RESOURCE PERSONNEL: Sean Hoffmann, Chief Communications Officer

Submitted by:  Date Submitted: 01/23/24
(Signature) _____
(Name) Dr. Veronica Vijn, Interim Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614

Seguin ISD PIA requests received from Nov. 9, 2023-Jan. 10, 2024				
<u>Date</u>	<u>Requester</u>	<u>Requested documents</u>	<u>Status</u>	<u>Action</u>
035 110923	MuckRock	All current or past agency policies for the use of Navigate360 products, such as Gaggle, between 1/1/2017 and 11/9/2023.	Completed	Clarification sought by the district on 112823. Response provided.
036 110923	Ene Pena, ResponsiveEd	A) All students in your School District who were enrolled for any part of the 2023-2024 school year. B) All students in your School District who have withdrawn from the 2023-2024 school year. Student name Parent name Home address Parent email address School name Student grade Student leaver codes	Completed	Document provided
037 111623	Marc Soto, US Marine Corps	Junior class directory information.	Completed	Document provided
038 121523	Joshua Sanders	1. Has your board voted to adopt a policy to implement the Texas School Chaplain Act? (SB763) 2. If so, how did your board vote, for hiring/volunteer, for only volunteer, or against allowing chaplains on campuses? 3. What is the date and address of your next school board meeting? 4. Is School Chaplaincy on the next school board meeting's agenda? 5. If School Chaplaincy is not on the next board meeting's agenda, can someone from the public speak about it at the meeting when the floor is open to the public?	Completed	Response provided
039 121923	Krista Butler, Seidel Construction	Copies of all submitted bids and proposals for RFCSP #24-07: Baseball & Softball Complex that bid on November 1, 2023	Completed	Documents provided

040 122823	Angel Tormis, SteepSteel	Copies of all active leases/licenses for cell towers, rooftop antennas, or other wireless installations on property owned or managed by the Seguin Independent School District, Texas along with 24 months of associated payment histories.	Completed	Documents provided
041 010424	Robert Coon Sr., National School Chaplain Assoc.	1. Has your board voted to adopt a policy to implement the Texas School Chaplain Act? (SB763) 2. If so, how did your board vote, for hiring/volunteer, for only volunteer, or against allowing chaplains on campuses? 3. What is the date and address of your next school board meeting? 4. Is School Chaplaincy on the next school board meeting's agenda? 5. If School Chaplaincy is not on the next board meeting's agenda, can someone from the public speak about it at the meeting when the floor is open to the public?	Completed	Response provided
042 010724	Toni Winters, Junior Miss	Names and addresses for Seguin ISD female juniors.	Completed	Document provided

ACTION ITEM: **Consideration and Approval of An Order Calling a Bond Election to be Held by the Seguin Independent School District, Making Provision for the Conduct of the Election, and Resolving Other Matters Incident and Related to Such Election**

RECOMMENDATION: That the Board of Trustees approve an Order calling a bond election for May 4, 2024 with the proposition as included in the Order, making provision for the conduct of the election, and resolving other matters incident and related to such election.

RATIONALE: The Order calling the election for May 4, 2024, a uniform election date under the Texas Election Code, as amended, must be passed and approved seventy-eight (78) or more days prior to the election date.

REFERENCE and COMPLIANCE: BBBA(LEGAL) Elections-Conducting Elections
CCA(LEGAL) Local Revenue Sources-Bond Issues

PAPERWORK IMPACT: None

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

EXHIBITS: Order Calling a Bond Election
Certificate of Board Secretary

RESOURCE PERSONNEL: Nikki Elaine Bittings, Chief Student Services Officer
Steve Gonzalez, Chief Technology Officer
Sean Hoffmann, Chief Communications Officer
Andrea Jaramillo, Deputy Chief of Innovation and Learning
Joel Trevino, Chief Human Resources Officer
Perla Romero, Chief Financial Officer

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



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

Date Submitted: 01/23/24

AN ORDER CALLING A BOND ELECTION TO BE HELD BY THE SEGUIN INDEPENDENT SCHOOL DISTRICT, MAKING PROVISION FOR THE CONDUCT OF THE ELECTION, AND RESOLVING OTHER MATTERS RELATED TO THAT ELECTION

WHEREAS, the Board of Trustees (the *Board*) of the SEGUIN INDEPENDENT SCHOOL DISTRICT (the *District*), located in Guadalupe County, Texas (the *County*), finds and determines that a special election (the *Election*) should be held to determine whether the District will be authorized to issue bonds in the amount and for the purposes identified in this order (the *Order*); and

WHEREAS, the District will contract with the County, acting by and through its elections administrator (the *Administrator*) to conduct all aspects of the Election for all registered voters of the District; and

WHEREAS, the Election may be held jointly with other political subdivisions (collectively, the *Participants*) pursuant to a joint election or similar agreement according to the Texas Election Code, as amended (the *Code*); and

WHEREAS, the Board hereby finds and determines that the anticipated capital improvements identified in Measure A and corresponding Proposition A may be submitted to the qualified voters of the District as a single measure and corresponding proposition pursuant to Section 45.003(g) of the Texas Education Code because these capital improvements will be predominantly used for educational and administrative purposes, none of which are the type of facilities described in Section 45.003(g)(1-6); and

WHEREAS, the Board hereby finds and determines that the anticipated capital improvements identified in Measure B and corresponding Proposition B must be submitted to the qualified voters of the District as an additional measure and corresponding proposition because these facilities are the type of facilities described in Section 45.003(g)(6) of the Texas Education Code; and

WHEREAS, the Board hereby finds and determines that the actions described above are in the best interests of the residents of the District; now, therefore,

BE IT ORDERED BY THE BOARD OF TRUSTEES OF THE SEGUIN INDEPENDENT SCHOOL DISTRICT THAT:

SECTION 1. Election Ordered; Purpose; Amount. The Election will be held in the SEGUIN INDEPENDENT SCHOOL DISTRICT on May 4, 2024 (*Election Day*), which is a uniform election date under the Code and is 78 or more days from the date of the adoption of this Order, for the purpose of submitting the following measures to the qualified voters of the District:

MEASURE A

Will the Board of Trustees of the Seguin Independent School District be authorized to issue and sell bonds of the District, in one or more series, in the aggregate

principal amount not to exceed \$_____ for the purposes of designing, constructing, renovating, improving, upgrading, updating, modernizing, acquiring, and equipping school facilities (and any necessary or related removal of existing facilities), school security and other technology integral to the construction of school facilities, and the purchase of the necessary sites for school facilities, such bonds to mature serially or otherwise (not more than 40 years from their date) in accordance with law; any issue or series of such bonds to bear interest per annum at such rate or rates (fixed, floating, variable, or otherwise) as may be determined within the discretion of the Board of Trustees, provided that such rate or rates of interest will not exceed the maximum rate per annum authorized by law at the time of the issuance of any issue or series of such bonds; and will the Board of Trustees of the District be authorized to levy and pledge, and cause to be assessed and collected, annual ad valorem taxes on all taxable property in the District sufficient, without limit as to rate or amount, to pay the principal of and interest on the bonds?

MEASURE B

Will the Board of Trustees of the Seguin Independent School District be authorized to issue and sell bonds of the District, in one or more series, in the aggregate principal amount not to exceed \$_____ for the purposes of acquiring, updating, improving, modernizing, and installing technology for school facilities (including hardware and software), such bonds to mature serially or otherwise (not more than 40 years from their date) in accordance with law; any issue or series of such bonds to bear interest per annum at such rate or rates (fixed, floating, variable, or otherwise) as may be determined within the discretion of the Board of Trustees, provided that such rate or rates of interest will not exceed the maximum rate per annum authorized by law at the time of the issuance of any issue or series of such bonds; and will the Board of Trustees of the District be authorized to levy and pledge, and cause to be assessed and collected, annual ad valorem taxes on all taxable property in the District sufficient, without limit as to rate or amount, to pay the principal of and interest on the bonds?

SECTION 2. Ballots. The official ballots will permit voters to vote “FOR” or “AGAINST” the measures above with the following ballot language:

Seguin Independent School District Proposition A

The issuance of \$_____ in bonds for school facilities, land for school facilities, and the levy of taxes sufficient to pay the principal of and interest on the bonds. This is a property tax increase.

Seguin Independent School District Proposition B

The issuance of \$_____ in bonds for school technology improvements and the levy of taxes sufficient to pay the principal of and interest on the bonds. This is a property tax increase.

SECTION 3. Polling Details.

A. One or more District election precincts are established for Election Day from 7:00 a.m. to 7:00 p.m. with one or more corresponding polling places as identified on Exhibit A to this Order. As permitted by the Code, polling places may be changed without further Board action; any changes will not affect this Order or subsequent notice of election.

B. Exhibit A also includes the places, dates, and hours for early voting in person. As permitted by the Code, these details may be changed without further Board action; any changes will not affect this Order or subsequent notice of election. Applications for voting by mail should be received no later than the close of business on April 23, 2024. Applications should be sent to the Early Voting Clerk named below. If an application for ballot by mail is faxed or emailed (or if a federal postcard application is faxed), the applicant must also mail the original.

SECTION 4. Election Officials. To the extent required by the Code or other applicable law, the appointment of election officials at polling locations will include a person fluent in the Spanish language.

A. The Administrator will appoint Presiding Judges, Alternate Presiding Judges, and Election Clerks.

B. The Early Voting Clerk is: Lisa Hayes; mailing address: P.O. Box 1346, Seguin, Texas 78156-1346; physical address: 215 S. Milam, Seguin, Texas 78155; phone: (830) 303-6363; fax: (830) 303-6373; and email: lisa.hayes@co.guadalupe.tx.us. The Early Voting Clerk will appoint the Deputy Early Voting Clerks.

C. The Administrator is authorized to establish an Early Voting Ballot Board and to designate the Presiding Judge of the Early Voting Ballot Board and, if needed, the members of Signature Verification Committee.

D. The District is authorized to use a Central Counting Station (the *Station*) if needed. The Administrator or the Administrator's designee is appointed as the Manager of the Station with the authority to appoint the Tabulation Supervisor, the Programmer, and any Clerks.

SECTION 5. Qualified Voters. The District's qualified voters (as defined by the Code) will be entitled to vote in the Election at the dates, times, and places reflected on Exhibit A.

SECTION 6. Legal Compliance. The Election and notice of Election will be held and conducted according to the Code and other applicable law. To the extent required by law,

materials relating to the Election will be printed in English, Spanish, and any other required language.

SECTION 7. Debt Obligations. The following information is calculated based on bond market conditions as of the date of the adoption of this Order; is further explained in one or more voter information documents attached to this Order as exhibits; and is not intended to serve as a cap or other restriction should the bonds be authorized at the Election.

A. The aggregate amount of the outstanding principal of the District's debt totaled \$x (including maintenance tax debt, if any).

B. The aggregate amount of the interest owed on the District's debt obligations, through respective maturity, totaled \$x.

C. The District levied an ad valorem debt service tax rate for its outstanding debt obligations of \$x per \$100 of taxable assessed valuation.

D. The bonds that are the subject of this Election are anticipated to mature serially or otherwise over x years, but not to exceed the maximum number of years authorized by Texas law.

E. The maximum interest rate for any series of bonds authorized at the Election is x% (expressed as a net effective interest rate).

F. This Order is intended to satisfy the official requirements set forth in section 1.150-2 of the United States Treasury Regulations.

SECTION 8. Contracting Authority. The Board authorizes the District's President of the Board, the Superintendent of Schools, or their designees to negotiate and enter into one or more joint election agreements, election services contracts, or similar contracts with the County, acting by and through the Administrator, and any Participants if desired or if required to comply with applicable law.

SECTION 9. Modifications. The Board acknowledges that information required to complete the Exhibits to this Order may not be available when the Election is ordered, and the Board therefore authorizes the District's Superintendent of Schools, the President of the Board, or their designees to correct, modify, or change the Exhibits to the extent permitted by applicable law. Additionally, the Board authorizes these individuals to make technical modifications to this Order that are necessary for compliance with applicable law or to carry out the intent of the Board as evidenced in this Order.

SECTION 10. Findings. The recitals contained in the preamble of this Order are found to be true.

SECTION 11. Conflicts. All orders and resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Order are hereby repealed to the extent of such conflict, and the provisions of this Order will be and remain controlling as to the matters ordered herein.

SECTION 12. Controlling Law. This Order will be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

SECTION 13. Open Meetings. It is officially found, determined, and declared that the meeting at which this Order is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Order, was given, all as required by Chapter 551, as amended, Texas Government Code.

SECTION 14. Severability. If any provision of this Order or the application of this Order to any person or circumstance is held invalid, then the remainder of this Order remains effective.

SECTION 15. Effective Date. This Order is effective immediately upon its approval.

* * *

PASSED AND APPROVED on January 23, 2024.

SEGUIN INDEPENDENT SCHOOL DISTRICT

Alejandro Guerra
President, Board of Trustees

ATTEST:

Linda Duncan
Secretary, Board of Trustees

(DISTRICT SEAL)

[Signature Page to Bond Election Order]

CERTIFICATE OF BOARD SECRETARY

THE STATE OF TEXAS §
COUNTY OF GUADALUPE §
SEGUIN INDEPENDENT SCHOOL DISTRICT §

THE UNDERSIGNED HEREBY CERTIFIES that:

On January 23, 2024, the Board of Trustees (the *Board*) of the Seguin Independent School District (the *District*) convened in regular session at its regular meeting place in the District (the *Meeting*), the duly constituted members of the Board being as follows:

Alejandro Guerra	President	Grace Mueller	Trustee
Carl Jenkins	Vice President	Denise Crettenden	Trustee
Linda Duncan	Secretary	Benito Amador	Trustee
		Joshua Bright	Trustee

and all such persons were present, except the following: _____, thus constituting a quorum. Among other business considered at the Meeting, the attached Order (the *Order*) entitled:

AN ORDER CALLING A BOND ELECTION TO BE HELD BY THE SEGUIN INDEPENDENT SCHOOL DISTRICT, MAKING PROVISION FOR THE CONDUCT OF THE ELECTION, AND RESOLVING OTHER MATTERS RELATED TO SUCH ELECTION

was introduced for the Board’s consideration. After presentation and discussion, a motion was made by Trustee _____ that the Order be passed. The motion was seconded by Trustee _____ and carried by the following vote as shown in the official minutes of the Board:

_____ voted “For” _____ voted “Against” _____ abstained

The attached Order is a true and correct copy of the original on file in the official records of the District. The duly qualified and acting members of the Board on the date of the Meeting are those persons shown above, and each member of the Board was given actual notice of the time, place, and purpose of the Meeting and had actual notice that the Order would be considered. The Meeting and deliberation of the aforesaid public business was open to the public, and written notice of the Meeting, including the subject of the Order, was posted in compliance with the provisions of Chapter 551, as amended, Texas Government Code.

SIGNED AND SEALED on January 23, 2024.

Linda Duncan
Secretary, Board of Trustees

ACTION ITEM: **Approval of Authorized Representatives for First Commercial Bank, N.A., Lone Star Investment Pool, TexPool, LOGIC, and Texas Class - MBIA**

RECOMMENDATION: That the Board of Trustees approve the removal of Anthony Hillberg, former Chief Financial Officer as an authorized representative for First Commercial Bank, N.A., Lone Star Investment Pool, TexPool, Local Government Investment Cooperative (“LOGIC), and Texas CLASS – MBIA.

RATIONALE: The Business Department will officially notify the District’s depository bank and investment pools that the authorized investment representatives for Seguin Independent School District will be Dr. Veronica Vijil, Interim Superintendent, Perla Romero, Chief Financial Officer, and Beatriz Rodgers, General Ledger Specialist. These representatives will be authorized to conduct all banking transactions and business on behalf of Seguin ISD. However, only the Board President and Secretary will have authority to sign checks.


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

PAPERWORK IMPACT: None

BUDGET IMPACT / INFORMATION: None

EXHIBITS: None

RESOURCE PERSONNEL: Perla Romero, Chief Financial Officer, CTSBS

Submitted by:  Date Submitted: 01/23/24
(Signature) _____
(Name) Dr. Veronica Vijil, Interim Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614

ACTION ITEM: **Approval of School Calendar for 2024-2025 School Year**

RECOMMENDATION: That the Board of Trustees adopt the 2024-25 school calendar.

RATIONALE: The proposed school calendar is one of two drafts created in conjunction with the District Education Improvement Committee (DEIC). Both drafts were shared with our school community as part of a survey from Jan. 10-17, 2024. Of the 1,212 survey respondents, 74% favor the calendar exhibit included with this agenda item.

The recommended calendar has 187 teacher contract days and 172 student instructional days.

Teachers return to duty on Aug. 5 and the first day of class is Thursday, Aug. 15 (the first day of class at Ball ECC is Monday, Aug. 19).

First semester district holidays include Labor Day (Sept. 22), County Fair Day (Oct. 11), Thanksgiving (Nov. 25-29) and Christmas Break (Dec. 23-Jan. 3). Second semester district holidays include Martin Luther King, Jr. Day (Jan. 20), Spring Break (March 10-14), Good Friday (April 18) and Memorial Day (May 26).

Staff in-service days during the school year include eight days prior to the first day of school. Nov. 1 and Jan. 6-7 are staff in-service days/student holidays. May 29 is a workday following the end of the second semester.

Inclement weather teacher make-up days are May 27-28.

REFERENCE and COMPLIANCE: EB (LEGAL) and EB (LOCAL) SCHOOL YEAR

PAPERWORK IMPACT: None

BUDGET IMPACT/ INFORMATION: None

EXHIBITS: DEIC-approved calendar for 2024-25

RESOURCE PERSONNEL: Dr. Veronica Vijil, Interim Superintendent
Sean Hoffmann, Chief Communications Officer

Submitted by:
(Signature) Veronica Vijil Date Submitted: 01/23/24
(Name) Dr. Veronica Vijil, Interim Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614

July 2024						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

August 2024						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Teacher days 20
Student days 22

September 2024						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

T 20
S 20

October 2024						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

T 22
S 22

November 2024						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

T 16
S 15

December 2024						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

T 15
S 14.5

Seguin ISD 2024-25 OPTION 1 010924

August

5-9, 12-14 Staff In-Service Days
15 First Day of School
19 Ball ECC First Day of School

September

2 Labor Day District Holiday

October

11 Fair Day District Holiday

November

1 Student Holiday/Staff In-Service
25-29 Thanksgiving District Holiday

December

20 Student Early Release
23-31 Christmas Break District Holiday

January

1-3 Christmas Break District Holiday
6-7 Student Holiday/Staff In-Service
20 Dr. Martin Luther King, Jr. District Holiday

February

17 Presidents' Day Student Holiday/Staff In-Service

March

10-14 Spring Break



April

18 Good Friday District Holiday
21 Student Holiday/Staff In-Service

May

23 Last Day of School, Student Early Release
26 Memorial Day District Holiday
27, 28 Teacher Weather Make Up Days (if needed)
29 Staff In-Service

Key

-  Student Holiday, Staff In-Service Day
-  District Holiday
- * STAAR/EOC Testing
- e Staff Exchange Day
- [] Begin/End Semester & 9 weeks (PK-12)
- m Teacher Inclement Weather Make Up Day

Teacher contract days: 93 first semester,
94 second semester, **187** total

Student instructional days: 83.5 first semester,
88.5 second semester, **172** total
77,400 instructional minutes
75,600 instructional minutes minimum
1,800 over=4 instructional days over

January 2025						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Teacher days 19
Student days 17

February 2025						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

T 20
S 19

March 2025						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

T 16
S 16

April 2025						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

T 21
S 20

May 2025						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27m	28m	29	30	31

T 18
S 16.5

June 2025						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

ACTION ITEM: **Approve the Renaming of the Mercer-Blumberg Learning Center Portion of the Seguin ISD Administration Building**

RECOMMENDATION: That the Board of Trustees accept nominations to rename this educational facility per Board Policy CW (LOCAL) from Jan. 24-Feb. 22, 2024.

RATIONALE: Presently, two Seguin ISD facilities are named after Mercer-Blumberg. These are the former campus facility that is part of the Seguin ISD Administration Building and the current campus facility known as the Mercer-Blumberg Learning Center at Saegert.

Board Policy CW(LOCAL) outlines the timeline and criteria for stakeholders to submit written nominations.

If this measure is approved, staff will inform the public of the timeframe and criteria for written nominations for possible trustee consideration at the Feb. 27, 2024 regular school board meeting.

REFERENCE and COMPLIANCE: CW (LOCAL) Naming Facilities

PAPERWORK IMPACT: None

BUDGET IMPACT/ INFORMATION: None

EXHIBITS: CW (LOCAL) Policy

RESOURCE PERSONNEL: Dr. Veronica Vijil, Interim Superintendent
Sean Hoffmann, Chief Communications Officer

Submitted by: _____ Date Submitted: 01/23/24
(Signature) Veronica Vijil
(Name) Dr. Veronica Vijil, Interim Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614

NAMING FACILITIES

CW
(LOCAL)

Naming

The Board believes that naming District facilities is a matter of great importance. In naming a school facility, the Board may consider naming the following:

1. A single-building campus;
2. A portion of a building;
3. A single building on a campus with multiple buildings; or
4. A specific area on a campus.

The responsibility for naming a facility rests with the Board.

Nominations

The Board may publicly request nominations from staff, students, and the community. Nominations shall be submitted to the Board through the Superintendent. The supporting data shall include a succinct description of the nominee's contributions, why they are important, and any pertinent history that should be considered. No more than three pages of supporting documentation shall be included for each nomination. The Board shall not consider petitions.

The Board shall consider all received nominations that meet the criteria listed below.

Criteria

The school facility may be named for any person, living or deceased, approved by the Board, provided the name has a special significance and/or the person has made an outstanding contribution to the school or the District. In choosing names for school facilities, the Board shall consider the following criteria:

1. The person's contribution in the field of education.
2. The person's unusual contribution to the civic life of the community, state, or nation.
3. The esteem with which the person was held by the people in the community, state, or nation.
4. A recommendation by an individual, family, or organization who has donated property or money for the construction of a school facility.

Time Frame

The Superintendent shall announce a time period for receipt of written nominations. This time period shall be for approximately 30 days and shall occur at a time that will permit the Board to deliberate on the nominations and make a selection prior to the opening of the new school or facility.

NAMING FACILITIES

CW
(LOCAL)

Request for Proposal Option

A request for proposal (RFP) process may be used to provide naming rights to an athletic, special-use facility, or a specific area on a campus.

The Board may utilize the request for proposal option to name an athletic or special-use school facility. When using the RFP option, all standard bidding procedures shall be followed in accordance with Education Code 44.031. A recommendation shall be made by the Superintendent to the Board based upon proposals received.

For the RFP option, standard bidding requirement time frames shall be followed.

Board Decision

The responsibility for the final decision in naming facilities shall rest with the Board. At a regularly scheduled meeting, the Board may:

- Select a name from the names submitted for each campus or facility to be named;
- Choose a name other than the names recommended by the committee; or
- Select a proposal from the RFP procedure.

ACTION ITEM:

Approval of Local District Update (LDU) – EIA and EIC for the 2024-2025 School Year

RECOMMENDATION:

Recommended that the Board of Trustees approve the amended board policy EIA(LOCAL) regarding the Academic Achievement: Grading/Progress Reports to Parents and EIC(LOCAL) Academic Achievement: Class Ranking.

RATIONALE:

EIA(LOCAL) will align grade reporting for students kindergarten through grade 12 to nine weeks.

EIC(LOCAL) change class rank calculation from end of fifth six-week to end of third nine-week grading period to align with EIA(LOCAL.) In addition, TASB has suggested additional language to align with HB3803.

REFERENCE and COMPLIANCE:

EIA(LEGAL) Academic Achievement: Grading/Progress Reports to Parents; EIC(LOCAL) Academic Achievement: Class Ranking

PAPERWORK IMPACT:

None

BUDGET IMPACT/ INFORMATION:

Minimal

EXHIBITS:

(LOCAL) Policy Comparisons

RESOURCE PERSONNEL:

Dr. Sam Hogue, Deputy Superintendent

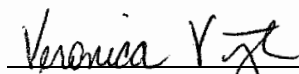
Submitted by:

(Signature)

(Name)

(Address)

(Telephone)



Dr. Veronica Viji, Interim Superintendent

1221 E. Kingsbury St., Seguin, TX 78155

(830) 401-8614

Date Submitted: 01/23/24

PROPOSED REVISIONS

Relation to Essential Knowledge and Skills

The District shall establish instructional objectives that relate to the essential knowledge and skills for grade-level subjects or courses. These objectives shall address the skills needed for successful performance in the next grade or next course in a sequence of courses.

Assignments, tests, projects, classroom activities, and other instructional activities shall be designed so that each student's performance indicates the level of mastery of the designated District objectives.

Guidelines for Grading

The Superintendent or designee shall ensure that each campus or instructional level develops guidelines for teachers to follow in determining grades for students. These guidelines shall ensure that grading reflects a student's relative mastery of an assignment and that a sufficient number of grades are taken to support the grade average assigned. Guidelines for grading shall be clearly communicated to students and parents.

The District shall permit a student who meets the criteria detailed in the grading guidelines a reasonable opportunity to redo an assignment or retake a test for which the student received a failing grade.

Progress Reporting

Using a form approved by the Superintendent or designee, the District shall issue grade reports/report cards for students in prekindergarten every 12 weeks, **and** for students in kindergarten–grade **12⁵** every nine weeks, ~~and for students in grades 6–12 every six weeks~~. Performance shall be measured in accordance with this policy and the standards established in EIE.

Interim Reports

Interim progress reports shall be issued for students in prekindergarten after the sixth week of each grading period, **and** for students in kindergarten–grade **12⁵** after the **fourth-third and the sixth** week of each grading period, ~~and for students in grades 6–12 after the third week of each grading period~~. Supplemental progress reports may be issued at the teacher's discretion.

Conferences

In addition to conferences scheduled on the campus calendar, conferences may be requested by a teacher or parent as needed.

Academic Dishonesty

A student found to have engaged in academic dishonesty shall be subject to grade penalties on assignments or tests and disciplinary penalties in accordance with the Student Code of Conduct. Academic dishonesty includes cheating or copying the work of another student, plagiarism, and unauthorized communication between students during an examination. The determination that a student has engaged in academic dishonesty shall be based on the judg-

ment of the classroom teacher or another supervising professional employee, taking into consideration written materials, observation, or information from students.

PROPOSED REVISIONS

**Consistent
Application for
Graduating Class**

The District shall apply the same class rank calculation method and rules for local graduation honors for all students in a graduating class, regardless of the school year in which a student first earned high school credit.

Calculation

The District shall include in the calculation of class rank semester grades earned in courses taken in grades 9–12 only for state graduation credit, unless excluded below.

The class rank calculation shall not include semester grades from a course that is retaken after a passing grade has been earned.

The calculation shall include failing grades.

~~**Note:**—The following provisions shall apply to students in the graduating class of 2021.~~

~~Exclusions~~

~~The calculation of class rank shall exclude grades earned:~~

- ~~• In summer school;~~
- ~~• In local credit courses;~~
- ~~• In credit recovery courses;~~
- ~~• In pass/fail courses;~~
- ~~• In distance learning courses, unless taken through the Texas Virtual School Network (TxVSN) or offered as a course option along with traditional District courses; or~~
- ~~• Through credit by examination, with or without prior instruction.~~

~~**Note:**—The following provisions shall apply to students beginning with the graduating class of 2022.~~

Exclusions

The calculation of class rank shall exclude grades earned:

- In local credit courses;
- In credit recovery courses;
- In pass/fail courses;
- In distance learning courses, unless ~~taken through the TxVSN~~ or offered as a course option along with traditional District courses; or

- Through credit by examination, with or without prior instruction.

~~**Note:** —The following provisions shall apply to all students, regardless of their graduating class.~~

Weighted Grade System

Categories

The District shall categorize and weight eligible courses as AP/Dual Credit, Advanced, and Regular in accordance with provisions of this policy and as designated in appropriate District publications.

AP / Dual Credit

Eligible Advanced Placement (AP) courses, dual credit courses, and courses locally designated as AP/dual credit shall be categorized and weighted as AP/Dual Credit courses.

Advanced

Locally designated eligible Advanced courses shall be categorized and weighted as Advanced courses.

Regular

All other eligible courses shall be categorized and weighted as Regular courses.

Weighted Numerical Grade Average

The District shall assign weights to semester grades earned in eligible courses and shall calculate a weighted numerical grade average in accordance with the following:

Category	Weight
AP/Dual Credit	Multiplied by 1.10
Advanced	Multiplied by 1.05
Regular	Multiplied by 1

The District shall record unweighted numerical grades on student transcripts.

Transferred Grades

When a student transfers semester grades for courses that would be eligible under the Regular category and the District has accepted the credit, the District shall include the grades in the calculation of class rank.

When a student transfers semester grades for courses that would be eligible to receive additional weight under the District's weighted grade system, the District shall assign additional weight to the grades based on the categories and grade weight system used by the District.

Local Graduation Honors

For the purpose of determining honors to be conferred during graduation activities, the District shall calculate class rank in accordance with this policy and administrative regulations by using grades available at the time of calculation at the end of the ~~fifth~~ ~~six~~**third nine**-week grading period of the senior year.

For the purpose of applications to institutions of higher education, the District shall also calculate class rank as required by state law. The District's eligibility criteria for local graduation honors shall apply only for local recognitions and shall not restrict class rank for the purpose of automatic admission under state law. [See EIC(LEGAL)]

Valedictorian and Salutatorian

The valedictorian and salutatorian shall be the eligible students with the highest and second highest rank, respectively. To be eligible for this local graduation honor, a student must:

1. Have been enrolled in the District high school ~~for no fewer than four semesters and have been continuously enrolled in the District high school~~ for the ~~two~~**four** semesters immediately preceding graduation;
2. **Be graduating after exactly eight semesters of enrollment in high school** ~~Have completed the foundation program with the distinguished level of achievement~~; and
3. **Have completed the foundation program with the distinguished level of achievement** ~~Be graduating after exactly eight semesters of enrollment in high school.~~

Breaking Ties

In case of a tie in weighted numerical grade averages after calculation to the thousandths place, the District shall calculate a weighted numerical grade average using only eligible grades in weighted courses taken by each student involved in the tie.

If the tie is not broken after applying this method, the District shall recognize all students involved in the tie as sharing the honor and title.

Highest-Ranking Graduate

The District shall recalculate class rank at the end of the school year to determine the highest ranking graduate for purposes of receiving the honor graduate certificate from the state of Texas. To be considered the highest-ranking graduate, a student must:

1. **Have the highest rank;**
2. **Have been continuously enrolled in the District high school for the four semesters immediately preceding graduation;**

3. Be graduating after exactly eight semesters of enrollment in high school; and
4. Have completed the foundation program with the distinguished level of achievement.

The student recognized as valedictorian at graduation activities shall only be considered the highest ranking graduate if he or she meets these criteria at recalculation of class rank at the end of the school year.

~~The student meeting the local eligibility criteria for recognition as the valedictorian shall also be considered the highest-ranking graduate for purposes of receiving the honor graduate certificate from the state of Texas.~~

Seguin ISD



Proposed Change in Secondary Reporting Periods

Policy Amendments

- ***EIA(LOCAL)***
- ***EIC(LOCAL)***



Moving Secondary from six-week to nine-week reporting periods

Rationale

- Aligns elementary and secondary reporting periods.
- Reduces start/stop time and increase time for instruction.

Other Information

- Parents will continue to get progress reports every three-weeks, but on the ninth-week, the report cards will go home.
- It will not affect UIL eligibility, because students will continue to be accountable for grades after the first six-weeks of the school year and eligible to return to activities after three more weeks.
 - After the first six-weeks, grades will be checked at the end of the progress report period according to Texas Education Agency and UIL about eligibility for extracurricular activities criteria.

Timeline

- November 2023: Discussion initiated during campus meetings including various stakeholders.
- November 2023: Discussions with campus principals to take to campus teams for discussion and feedback.
 - November 17, 2023: email campus and program stakeholders for feedback/concerns.
- December 6: Meeting with TASB for policy guidance EIC and EIA local
- December 11, 2023: Presented to DEIC for feedback.
- January 24, 2024: Seguin ISD School Board.

Policy Amendments

EIC(LOCAL)

- Amend “*kindergarten-5*” to *kindergarten -12*. Strike out “*and for students 6-12 every six weeks*”

EIA(LOCAL)

- TASB recommendation : Strike out obsolete text related to class of 2021 as well as exclusions and notes since there are no exceptions for any graduating class.
- Amend honors calculations for purpose of graduation activities from “*end of fifth six-week*” to “*end of third nine weeks*”
- Add: Language that clarifies **Highest Ranking Graduate** is recalculated at end of school year to ensure accuracy/integrity for the State of Texas reporting.
 - Language removed that contradicts this criteria regardless of official end of year rank.

ACTION ITEM:

Approval of Local District Update to DC(LOCAL)

RECOMMENDATION:

Recommended that the Board of Trustees approve the amended board policy DC(LOCAL) regarding the ability of the Superintendent to have final hiring authority of all contractual personnel.

RATIONALE:

Due to the increasingly competitive hiring season, this authority will allow Seguin ISD to offer immediate employment opportunities to the strongest, highly qualified teacher, librarian, school counselor and school nurse applicant pools.

REFERENCE and COMPLIANCE:

Strategic Priority #5: Staff Satisfaction - Seguin ISD will improve staff satisfaction as determined by the Organizational Health Inventory (OHI).

PAPERWORK IMPACT:

Minimal

BUDGET IMPACT/ INFORMATION:

None

EXHIBITS:

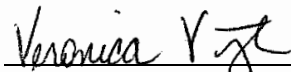
DC(LOCAL) Policy Comparison

RESOURCE PERSONNEL:

Joel S. Treviño, Chief Human Resources Officer

Submitted by:

(Signature)



Date Submitted: 01/23/24

(Name)

Dr. Veronica Vijil, Interim Superintendent

(Address)

1221 E. Kingsbury St., Seguin, TX 78155

(Telephone)

(830) 401-8614

Personnel Duties

The Superintendent shall define the qualifications, duties, and responsibilities of all positions and shall ensure that job descriptions are current and accessible to employees and supervisors.

Posting Vacancies

The Superintendent or designee shall establish guidelines for advertising employment opportunities and posting notices of vacancies. These guidelines shall advance the Board's commitment to equal opportunity employment and to recruiting well-qualified candidates. Current District employees may apply for any vacancy for which they have appropriate qualifications.

Applications

All applicants shall complete the application form supplied by the District. Information on applications shall be confirmed before a contract is offered for a contractual position and before hiring or as soon as possible thereafter for a non contractual position.

[For information related to the evaluation of criminal history records, see DBAA.]

Employment of Contractual Personnel

[The Board delegates to the Superintendent final authority to employ contractual personnel in the following categories: classroom teacher, librarian, school counselor and school nurses. The employees in these categories shall receive the appropriate contract as required by law and Board policy.](#)

The Superintendent has sole authority to make recommendations to the Board regarding the selection of contractual personnel.

The Board retains final authority for employment of contractual personnel. [See DCA, DCB, DCC, and DCE as appropriate]

Employment of Noncontractual Personnel

The Board delegates to the Superintendent final authority to employ and dismiss non contractual employees on an at-will basis. [See DCD]

Employment Assistance Prohibited

No District employee shall assist another employee of the District or of any school district in obtaining a new job if the employee knows, or has probable cause to believe, that the other employee engaged in sexual misconduct regarding a minor or student in violation of the law. Routine transmission of an administrative or personnel file does not violate this prohibition. [See CJ for

EMPLOYMENT PRACTICES

DC
(LOCAL)

prohibitions relating to contractors and agents and DH(EXHIBIT)
for the Educators' Code of Ethics.]

Seguin ISD



Proposed Change Local Policy DC Employment Practices

Policy Amendments

- *DC(LOCAL)*



Change from Temporary to Permanent the Superintendent's Authority to Hire Certified Personnel

Rationale

- Decreases processing time to hire new contractual employees
- Advantage over neighboring School Districts

Other Information

- Hiring of new contractual employees will continue as an informational item to the Board of Trustees
- Vetting of candidates recommended for employment will continue to be closely monitored

Policy Amendments

DQ(LOCAL)

- Add “The Board delegates to the Superintendent final authority to employ contractual personnel in the following categories: classroom teacher, librarian, school counselor and school nurses. The employees in these categories shall receive the appropriate contract as required by law and Board policy”

ACTION ITEM: **Discuss and Possible Approval of Resolution Regarding Volunteer Chaplains**

RECOMMENDATION: That the Board of Trustees of the Seguin Independent School District adopt a resolution pursuant to Texas Education Code 33.002(d) and 48.115(b), not permit the adoption of a policy to hire chaplains in Seguin ISD schools.

RATIONALE: Senate Bill 763, passed by the 88th Texas Legislature requires each school board to take a record vote on whether to adopt a policy authorizing a campus of the District to employ or accept as a volunteer a chaplain under Education Code 23.

REFERENCE and COMPLIANCE: TEC SECTIONS 33.002 AND 48.115

PAPERWORK IMPACT: None

BUDGET IMPACT INFORMATION: None

EXHIBITS: Resolution

RESOURCE PERSONNEL: Nikki Elaine Bittings, Chief Student Services Officer

Submitted by: _____ Date Submitted: 01/23/24
(Signature) Veronica Vijil
(Name) Dr. Veronica Vijil, Interim Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614

RESOLUTION OF THE SEGUIN INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES REGARDING VOLUNTEER CHAPLAINS

WHEREAS, Section 23.001 of the Texas Education Code permits the District to employ or accept as a volunteer a chaplain to provide support, services, and programs for students as assigned by the Board;

WHEREAS, Senate Bill 763, passed by the 88th Texas Legislature, requires each school board to take a record vote between September 1, 2023, and March 1, 2024, on whether to adopt a policy authorizing a campus of the District to employ or accept as a volunteer a chaplain under Education Code 23;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the Seguin Independent School District hereby:

Does not permit a District campus to employ or accept as a volunteer a chaplain to provide support services, and programs for students, at this time.

Adopted this 23rd day of January 2024, by the Seguin Independent School District Board of Trustees.

Alejandro Guerra, Board President

Linda Duncan, Board Secretary

Seguin ISD



Discuss and possible approval of Resolution regarding volunteer Chaplains



Recommendation

The Board of Trustees adopt a resolution pursuant to the Texas Education Code 33.002 (d) and 485.115 (b) not permit the adoption of a policy to hire chaplains in Seguin ISD.

20 Professional School Counselors

8 Communities In Schools Counselors/Social Workers

6 District Social Workers

3 Mental Health Counselors

Partnerships with Texas State School of Social Work, Texas A&M University, and Walden University for Social Work and Counseling Interns

Partnerships with Bluebonnet Trails Community Services and Connections Youth & Family Services

Texas Child Health Access Through Telemedicine (TCHATT)