

# Agenda of Regular Meeting

## The Board of Trustees Seguin ISD

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A Regular Meeting of the Board of Trustees of Seguin ISD will be held March 26, 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 3
  - B. Campus Highlight 4
3. **Audience with the Board**

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

  - A. those wishing to speak shall sign up before the meeting begins stating the concern or noting the agenda item they wish to address; audience participation is limited to five minutes; the Board shall not deliberate any subject that is not on the posted agenda.
4. **Reports/Information Items:**
  - A. City Of Seguin - Saegert Easement Update 5
  - B. Seguin ISD Bond Construction Update 12
  - C. Matador Special Services Department (MSSD) Program Review 22
  - D. Elementary & Secondary Middle of the Year Data Review 31
5. **Closed Session:** Board will adjourn into closed session pursuant to the following sections of the Texas Open Meetings Act
  - A. Pursuant to Texas Government Code Section §§§ 551.071, 551.074, 551.129 - Consultation with legal counsel including possible telephone consultation with legal counsel, as necessary, to address legal concerns, implications, and answer any legal questions regarding posted agenda items.

- B. Pursuant to Texas Government Code Section § 551.074 - Discuss personnel matters, including appointment, employment, evaluation, reassignment, duties, discipline or dismissal of an employee(s).
- C. Pursuant to Texas Government Code Section § 551.072 - Discuss the sale, purchase, exchange, lease, or value of real property.
- 6. **Reconvene to Open Meeting**, the Board will take appropriate action on items, if necessary, as discussed in Closed Session
  - A. Possible action on professional personnel, including appointment, employment, evaluation, assignment, duties, discipline or dismissal of a public employee(s).
- 7. **Consent Agenda Items - Consider and Possible Approval as Applicable**  
 Policy BE (Local) states that the consent agenda shall include items of a routine and/or recurring nature grouped together under one action item. All such items shall be acted upon by one vote without separate discussion, unless a Board Member requests that an item be withdrawn for individual consideration. The remaining items shall be adopted under a single motion and vote as applicable.
  - A. Approval of Board Minutes of Special Meeting - February 15, 2024; Public Hearing - February 27, 2024, and Regular Meeting - February 27, 2024. 42
  - B. Approval of Tax Collection Reports for February 2024 59
  - C. Approval of District-Wide Vehicle Maintenance, Parts, And Services (RFP #: 24-01) 60
  - D. Approval of District-Wide HVAC Systems Maintenance, Equipment, Parts, & Services (RFP #: 24-03) 62
  - E. Approval of District-Wide Facilities Maintenance, Electrical Equipment, Parts, And Services (RFP #: 24-04) 64
  - F. Approval of District-Wide Special Education Services (RFP #: 24-05) 66
  - G. Approval of District-Wide Educational Consulting Services (RFP #: 24-06) 68
  - H. Personnel Information - Professional Employees 70
  - I. Acknowledge Public Information Act Requests February-March 2024 72
- 8. **Board Comments and Request**
- 9. **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 Weinert Elementary School, Barnes Middle School 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, Superintendent

Submitted by: Veronica Vijil                     Date Submitted: 03/26/24  
(Signature) Dr. Veronica Vijil, Superintendent  
(Name) 1221 E. Kingsbury St., Seguin, TX 78155  
(Address) (830) 401-8642  
(Telephone)

**RECOGNITION ITEM:**     **Campus Highlight**

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

Tonight's presentation is provided courtesy of Seguin High School. Principal Christine Perez will highlight the work the Cosmetology Department has engaged in to grow student capacity and career readiness. It will also include a highlight of MatCast and its transition from a pre-recorded news broadcast of campus events to a live broadcast this year.

**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:**     Dr. Veronica Vijil, Superintendent

Submitted by: \_\_\_\_\_ Date Submitted: 03/26/24  
(Signature) Veronica Vijil  
(Name) Dr. Veronica Vijil, Superintendent  
(Address) 1221 E. Kingsbury St., Seguin, TX 78155  
(Telephone) (830) 401-8614

**INFORMATION ITEM:**      **City Of Seguin - Saegert Easement Update**

**RECOMMENDATION:**      That the Board of Trustees receive an update on the Saegert Easement that will impact Seguin Independent School District Property located at 1616 W Court St, Seguin, TX 78155.

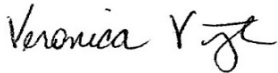
**RATIONALE:**      To provide the Board of Trustees with a preliminary plan to minimize the impact to Seguin Independent School District Property located at 1616 W Court St, Seguin, TX 78155.

**REFERENCE and COMPLIANCE:**      CDB (LEGAL) Other Revenues: Sales, Lease, or Exchange of School-Owned Property

**BUDGET IMPACT / INFORMATION:**      None

**EXHIBITS:**      Presentation

**RESOURCE PERSONNEL:**      Perla Romero, Chief Financial Officer, CTSBS  
James Pizana, Construction Project Manager  
Timothy Howe - City of Seguin Representative

Submitted by:  Date Submitted: 03/26/24  
(Signature) \_\_\_\_\_  
(Name) Dr. Veronica Vijil, Superintendent  
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# **SEGUIN WASTEWATER UTILITY PROJECT NEAR SAEGERT MIDDLE SCHOOL**

Timothy J. Howe

March 26, 2024

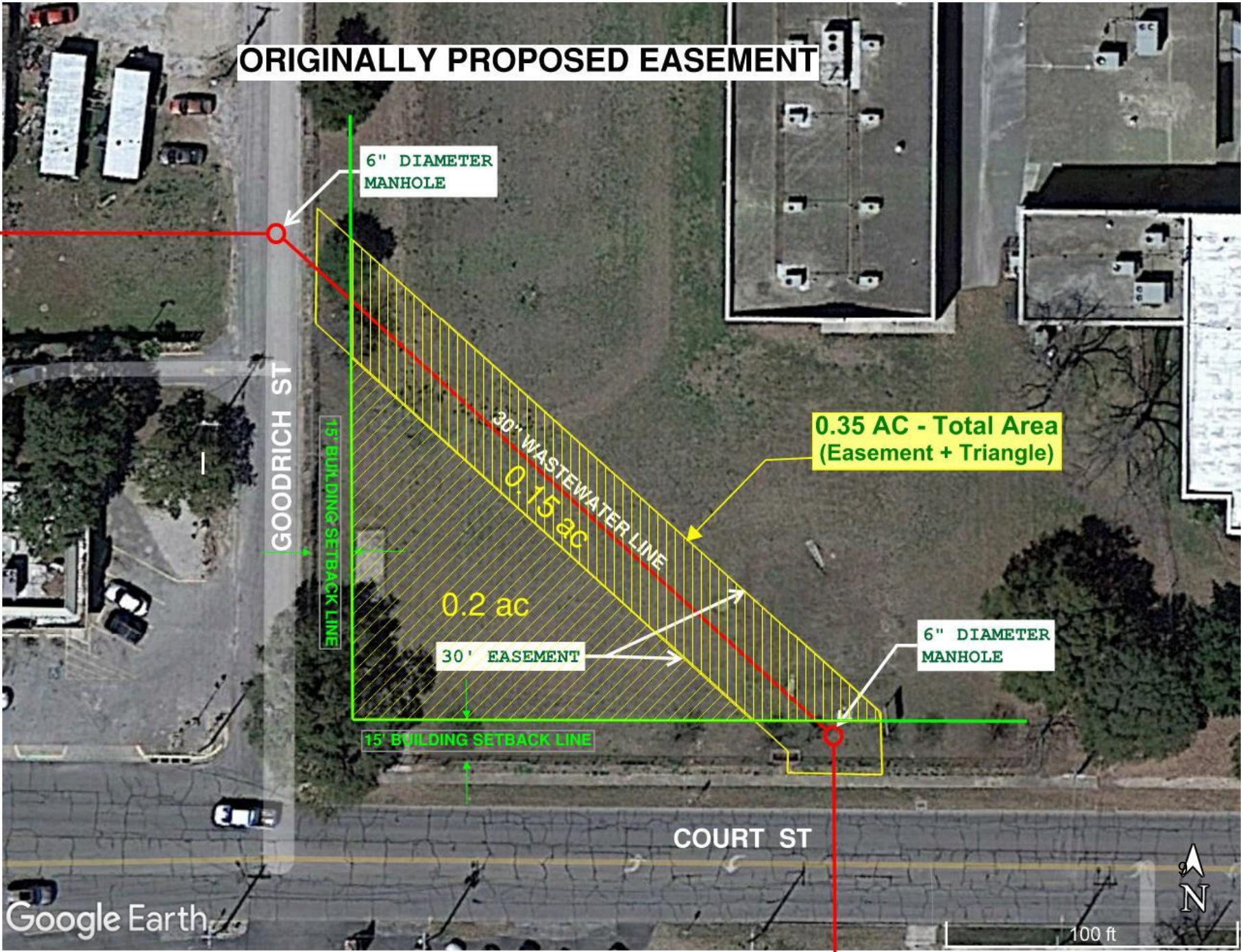


**It's real.**





# ORIGINALLY PROPOSED EASEMENT



# ALTERNATE ALIGNMENT OPEN CUT - SISD EASEMENT

0.12 AC - EASEMENT INSIDE  
BUILDING SETBACK LINE

30' PERMANENT EASEMENT  
(BUILDING SETBACK IS 15')

EXISTING  
DETENTION  
POND

15' BUILDING SETBACK LINE

15' BUILDING SETBACK LINE

OPEN CUT



# Next Steps:

- Right of Entry
  - Survey
  - Environmental due diligence
- Appraisal
  - An appraiser will contact the district to meet on site
- City makes an offer
- Negotiations
- Execute Purchase Agreement
  - School Board Approval
  - City Council Approval
- Set a closing date

**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: 03/26/24

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

# Bond Project Updates

SEGUIN ISD BOARD MEETING  
March 26, 2024

**pfluger**

planning · architecture · interior design

**pbGroup** LLC

architecture · interior design · design build



**Visual Techniques Inc.**

# AJ Briesemeister Middle School Renovation

- **Building E Anticipated Completion Dates:**
  - March 11- 15 - Furniture delivered and installed
  - March 24 - Special Services & Robotics Classrooms
- **Landscaping 90% complete**
- **Tennis courts complete**
- **Access controls complete**
- **Athletic area roofing -all major work complete**
- **Greenhouse skin has been replaced**
- **4 of 6 Portables have been removed**
- **Interior/Exterior punch starts March 27 through April 10**





**Main Hall**



**Classroom**



**Greenhouse**



**Exterior**



# Ball Early Childhood Center - Classroom Additions

## Exterior of building:

- Site grading, site concrete, handrails, and exterior fixtures complete
- Site landscaping in progress

## Interior of building:

- Ceramic tile and bathroom resinous flooring complete
- Partitions and toilet accessories installed

**90% Complete**

## Classrooms:

- Electrical and plumbing complete
- Millwork, fixtures, and sinks installed
- Markerboards, projectors, speakers, doors and hardware in progress
- FEC and AED installed
- Vinyl tile in progress
- Wrapping up HVAC controls and Test and Balance to be scheduled
- Mechanical final scheduled in early April
- Punch List walkthrough will be in early April



**New Facade**



**Classroom**

- **Transportation**
  - Design approved
  - Geotech and construction documents in progress - August bid date
- **Furniture**
  - Summer 2024 Installation - Barnes, MBLC, DAEP
  - Summer 2025 Installation - Elementary schools
- **Agriculture Science Facility**
  - Continued conceptual design meetings
  - Schematic design in progress - December bid date
- **Roofing**
  - 95% complete
- **Safety and Security: Fencing Phase II**
  - Posted for bid
  - April 2024 Board Meeting - Present contractor recommendation
- **New Elementary & Barnes Middle School Barnes MS**
  - Posted for bid
  - April 2024 Board Meeting - Present contractor recommendation



# Baseball/Softball Complex

**35% Complete**

- Concessions blocking in progress
- Curbs around fields in place
- Batting cage work continues through June
- March 25, turf delivery (1 month early)
- Base layer is complete
- Baseball Field
  - April 4 - Turf Installation
  - Fencing in progress
- Softball Field
  - April 4 - Turf Installation
  - Fencing in progress
- Light poles arrive April 17

## Bond Oversight Committee

**Next Meeting: April 16**  
**Tour of Baseball & Softball Fields**

**This committee will serve in an advisory capacity to the Seguin ISD School Board and administration to ensure project work remains faithful to the priorities and planning of the 2022 and 2023 Bond projects.**



**Restroom  
Entrance**



**Softball  
Batting  
Cage**



**Baseball  
Fence Posts  
and Curbs**



**Concession  
Stand**



# Questions?



**pbGroup** LLC

architecture · interior design · design build

planning · architecture · interior design

**INFORMATION ITEM:** **Matador Special Services Department (MSSD) Program Review**

**RECOMMENDATION:** That the Board of Trustees receives an update regarding the Matador Special Services Department.

**RATIONALE:** The purpose of this report is to review the district's Special Education program. This will serve as an annual program review for the board.

**REFERENCE and COMPLIANCE:** EHBA (Legal) Special Programs: Special Education. EHBAA (Legal) Equal Education Opportunity, EHBAB (Legal) Special Education Identification, Evaluation and Eligibility, FB (Legal) Special Education: ARD Committee and Individualized Education Program

**PAPERWORK IMPACT:** None

**BUDGET IMPACT/ INFORMATION:** None

**EXHIBITS:** Presentation

**RESOURCE PERSONNEL:** Halcy Martin-Dean, Director of Special Education  
Monica Lyons, Chief Academic Officer

Submitted by: \_\_\_\_\_ Date Submitted: 03/26/24  
(Signature) Veronica V. J.  
(Name) Dr. Veronica Viji, Superintendent  
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# SPECIAL EDUCATION PROGRAM Update



MATADOR SPECIAL SERVICES DEPARTMENT (MSSD)

# WHAT IS SPECIAL EDUCATION?

- We serve all students that reside in our attendance zone who are found to be eligible for services.
- We serve students aged 3-22. Additionally, we serve students with visual or hearing impairments from birth through age 22.
- As of October 2023 our student count was **1330** (the “October Count” is the official PEIMS count for SPED”) which is approximately 18.2% of our total population are served in SPED programs.
- Since the 2018-19 school year to our current 2023-24 school year, we have experienced a 17.23% growth rate in students eligible for services

# STUDENTS SERVED—STUDENT COUNT BY CAMPUS

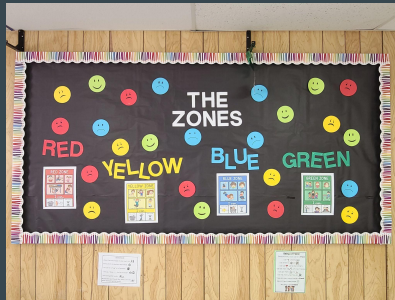
Campus	Student Count
SHS	317
MBLC / DAEP / JDC	8 / 7 / 7 = 22
Barnes MS	156
AJB MS	121
Jefferson Elementary	76
Rodriguez Elementary	88
McQueeney Elementary	57
Patlan Elementary	80
Vogel Elementary	83
Weinert Elementary	128
Koenecke Elementary	94
Ball Elementary	108

# Special Education Programs and Supports

## Intervention and Resource



## Behavior Reset Centers



## PLUS Behavioral Support



## Essential Academics / Structured Learning

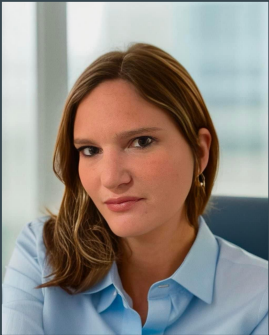


## Seguin Works (18+) Transition Program



# INCREASED SUPPORT TO CAMPUSES 23-24

## Behavioral Specialists



## Support Specialists



## ARD Facilitators



## Special Education PLCs

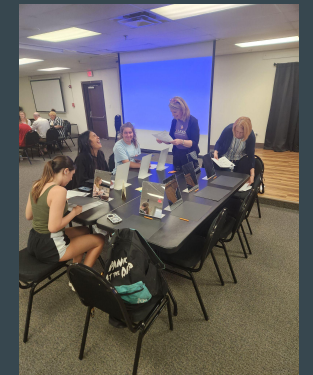


## Parent and Community Engagement Opportunities



Halloween Fun Fest

Showcase and Agency Fair



Christmas Extravaganza

Experience Dyslexia

# What's next:

- We are enhancing the PLC process to support special education teachers
- We are expanding the Behavior Reset Centers to each campus including Seguin High School
- We continue to offer summer “Camp” opportunities to students with disabilities for enrichment and growth opportunities
- We actively work with campus administrators to recruit and retain high quality staff and provide ongoing support to teachers to better serve students.
- We are preparing for routine TEA cyclical monitoring in 2024-25.

## **MSSD LEADERSHIP TEAM:**

**Halcy Martin-Dean, Director**

**Allison Higginbotham, Special Programs Coordinator**

**Chelsea Long, Behavioral Coordinator**

**Dawn Lynn, Special Education Coordinator**

**INFORMATION ITEM:**     **Elementary & Secondary Middle of the Year Data Review**

**RECOMMENDATION:**     That the Board of Trustees receives an update regarding benchmark and interim data.

**RATIONALE:**             The purpose of this report is to present the middle of the year data from the campus interim and benchmarks. This data will be used to assess progress and inform decision - making moving forward.

**REFERENCE and COMPLIANCE:**     EA - Instructional Goals and Objectives

**PAPERWORK IMPACT:**             None

**BUDGET IMPACT/ INFORMATION:**     None

**EXHIBITS:**                     Presentation

**RESOURCE PERSONNEL:**             Monica Lyons, Chief Academic Officer

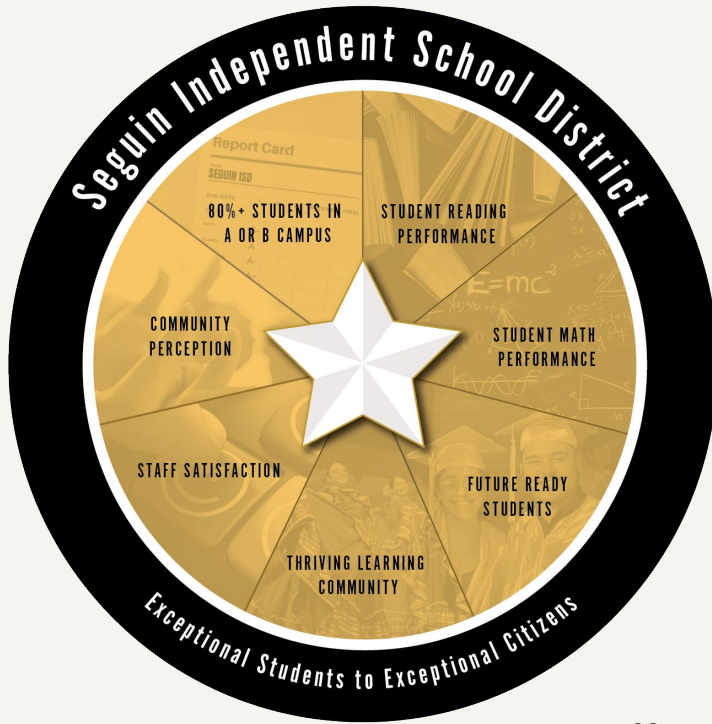
Submitted by: \_\_\_\_\_ Date Submitted: 03/26/24  
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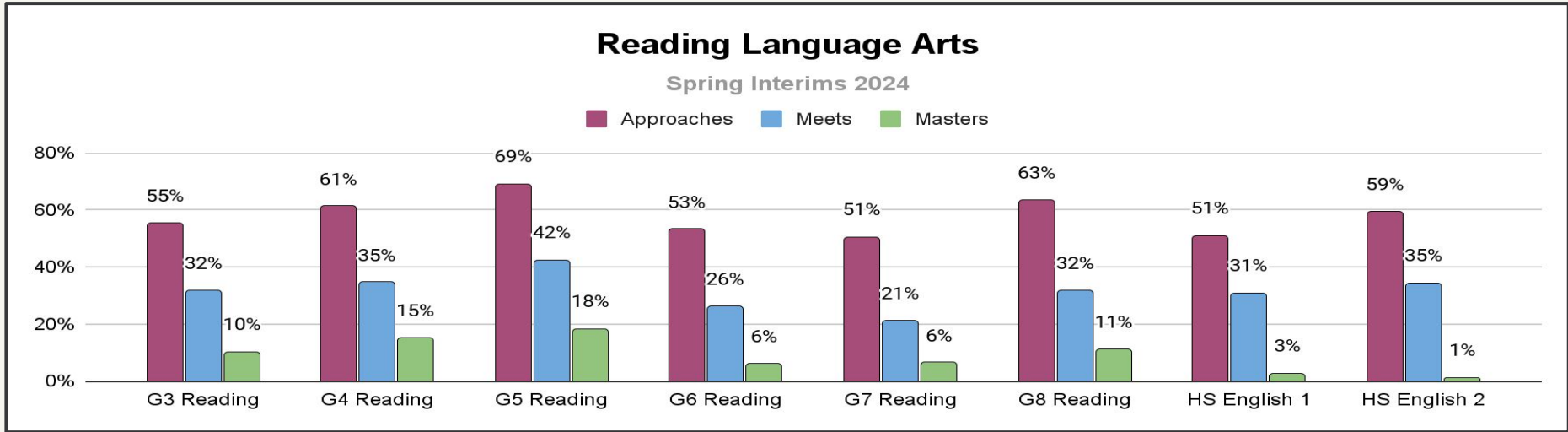
# Seguin ISD Benchmark and Interim Board Update

March 2024

Seguin ISD Board of Trustees



# Reading Language Arts



Reading Spring Interims 2024								
	G3 Reading	G4 Reading	G5 Reading	G6 Reading	G7 Reading	G8 Reading	HS English 1	HS English 2
Masters	10%	15%	18%	6%	6%	11%	3%	1%
Meets	32%	35%	42%	26%	21%	32%	31%	35%
Approaches	55%	61%	69%	53%	51%	63%	51%	59%

	Third Grade RLA Benchmark (English)			Last Year's Third Grade RLA Benchmark based on Eduphoria		
	2023- 2024			2022-2023		
Campus	App.	Meets	Masters	App.	Meets	Masters
District	58%	32%	11%	60%	24%	9%
Jefferson	39%	22%	3%	28%	10%	28%
Koennecke	62%	41%	12%	62%	29%	10%
McQueeney	60%	35%	7%	67%	30%	20%
Patlan	63%	28%	7%	68%	30%	11%
Rodriguez	58%	30%	13%	74%	11%	0%
Vogel	72%	46%	20%	62%	32%	12%
Weinert	67%	36%	12%	61%	21%	9%

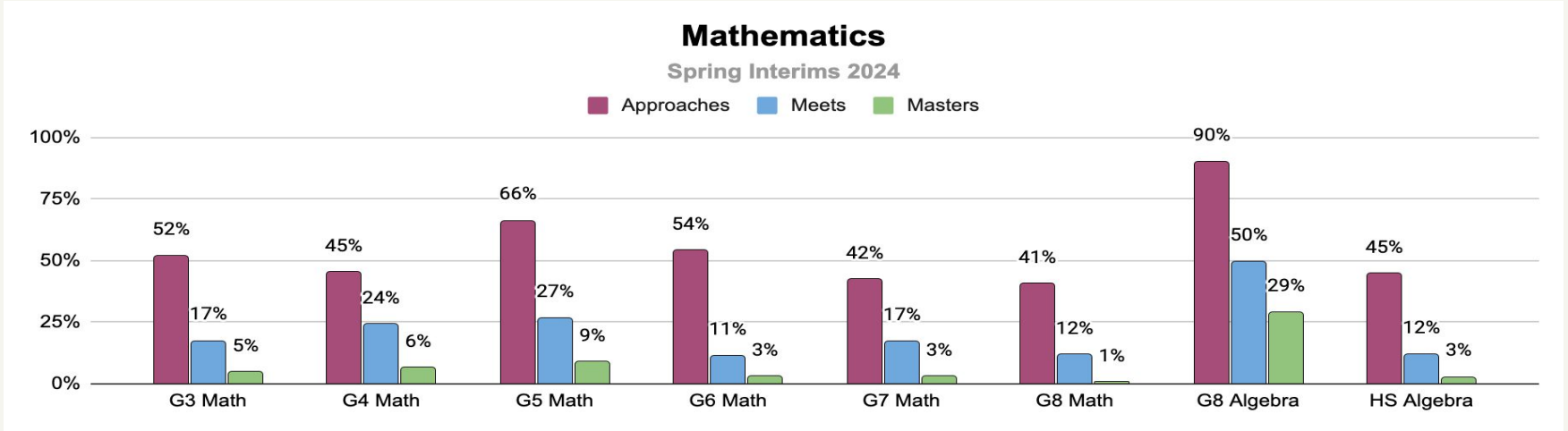
	Fourth Grade RLA Benchmark (English)				Last Year's Fourth Grade RLA Benchmark (English)		
	2023- 2024				2023- 2024		
Campus	% Score	App.	Meets	Masters	App.	Meets	Masters
District	43%	64%	35%	14%	64%	23%	4%
Jefferson	29%	29%	10%	0%	50%	5%	0%
Koennecke	50%	78%	48%	25%	75%	34%	6%
McQueeney	42%	63%	33%	6%	68%	22%	2%
Patlan	54%	84%	55%	26%	69%	22%	5% <sub>34</sub>
Rodriguez	39%	60%	25%	8%	63%	23%	4%
Vogel	47%	67%	45%	18%	52%	19%	3%
Weinert	40%	59%	28%	10%	69%	27%	8%

	Fifth Grade RLA Benchmark (English)				Last Year's Fifth Grade RLA Benchmark (English)		
	2023-2-24				2023-2024		
Campus	% Score	App.	Meets	Masters	App.	Meets	Masters
District	53%	70%	42%	18%	75%	45%	18%
Jefferson	39%	46%	13%	0%	68%	33%	10%
Koennecke	59%	75%	56%	30%	77%	52%	25%
McQueeney	60%	83%	57%	24%	78%	38%	10%
Patlan	54%	71%	42%	20%	81%	47%	16%
Rodriguez	52%	68%	40%	16%	82%	50%	23%
Vogel	50%	63%	35%	14%	69%	44%	21%
Weinert	55%	74%	44%	20%	70%	45%	18%

AJB	English Language Arts		
Grade	Approaches	Meets	Masters
6th	64%	36%	10%
7th	50%	21%	5%
8th	71%	36%	13%

Barnes	English Language Arts		
Grade	Approaches	Meets	Masters
6th	43%	17%	4%
7th	52%	25%	11% 35
8th	55%	28%	11%

# Mathematics



Math Spring Interims 2024								
	G3 Math	G4 Math	G5 Math	G6 Math	G7 Math	G8 Math	G8 Algebra	HS Algebra
Masters	5%	6%	9%	3%	3%	1%	29%	3%
Meets	17%	24%	27%	11%	17%	12%	50%	12%
Approaches	52%	45%	66%	54%	42%	41%	90%	45%

	Third Grade Math Benchmark (English)			Last Year's Third Grade Math Benchmark based on (English)		
	2023-2024			2023-2024		
Campus	App.	Meets	Masters	App.	Meets	Masters
District	54%	17%	5%	53%	27%	10%
Jefferson	40%	14%	2%	30%	11%	5%
Koennecke	49%	18%	5%	57%	34%	10%
McQueeney	59%	21%	7%	50%	22%	9%
Patlan	52%	21%	6%	62%	37%	21%
Rodriguez	64%	22%	5%	70%	32%	5%
Vogel	67%	23%	5%	56%	26%	9%
Weinert	48%	23%	6%	49%	22%	9%

	Fourth Grade Math Benchmark (English)			Last Year's Fourth Grade Math Benchmark based on (English)		
	2023-2024			2023-2024		
Campus	App.	Meets	Masters	App.	Meets	Masters
District	46%	24%	7%	58%	35%	16%
Jefferson	12%	2%	2%	49%	23%	4%
Koennecke	53%	27%	8%	63%	43%	23%
McQueeney	24%	10%	2%	47%	25%	13%
Patlan	64%	29%	10%	54%	32%	15%
Rodriguez	76%	44%	7%	67%	47%	20%
Vogel	52%	37%	7%	58%	34%	11%
Weinert	31%	13%	7%	60%	36%	18%

	Fifth Grade Math Benchmark (English)			Last Year's Fifth Grade Math Benchmark based on (English)		
	2023-2024			2023-2024		
Campus	App.	Meets	Masters	App.	Meets	Masters
District	67%	27%	9%	60%	33%	14%
Jefferson	36%	2%	2%	42%	13%	5%
Koennecke	67%	31%	6%	60%	32%	14%
McQueeney	71%	29%	9%	58%	30%	10%
Patlan	78%	27%	11%	63%	34%	15%
Rodriguez	77%	41%	14%	81%	63%	36%
Vogel	77%	26%	11%	57%	32%	9%
Weinert	59%	25%	9%	64%	27%	11%

AJB	Math		
Grade	Approaches	Meets	Masters
6th	58%	14%	2%
7th	34%	3%	0%
8th	51%	21%	1%
Algebra 1	89%	48%	30%

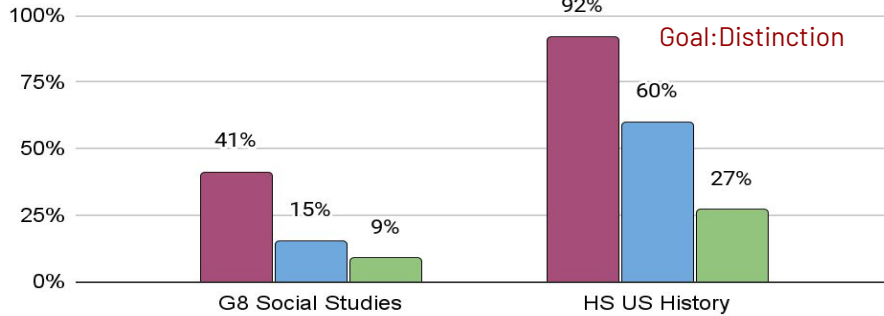
Barnes	Math		
Grade	Approaches	Meets	Masters
6th	49%	8.9%	9%
7th	14%	3%	0%
8th	82%	39%	11%
Algebra 1	85%	47%	25%

# Social Studies

## Social Studies

Spring Interims 2024

Approaches Meets Masters



Social Studies Spring Interims 2024

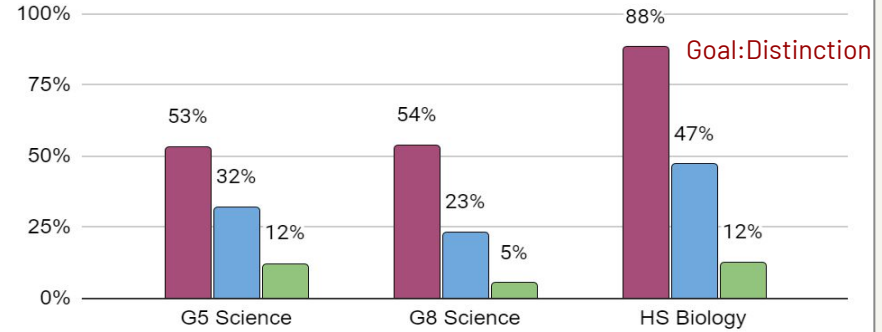
	G8 Social Studies	HS US History
Masters	9%	27%
Meets	15%	60%
Approaches	41%	92%

# Science

## Science

Spring Interims 2024

Approaches Meets Masters



Science Spring Interims 2024

	G5 Science	G8 Science	HS Biology
Masters	12%	5%	12%
Meets	32%	23%	47%
Approaches	53%	54%	88%

## 5th Grade Science Benchmark

Campus	2023-2024 Fifth Grade Science Benchmark				Campus	2022-2023 Fifth Grade Science Benchmark			
	Percent Score	Approaches	Meets	Masters		Percent Score	Approaches	Meets	Masters
<b>District</b>	50%	56%	28%	10%	<b>District</b>	59%	58%	16%	9%
<b>Jefferson</b>	32%	12%	0%	0%	<b>Jefferson</b>	50%	40.00%	8.00%	4.00%
<b>Koennecke</b>	49%	56%	27%	10%	<b>Koennecke</b>	59%	58%	16%	6%
<b>McQueene</b>	50%	64%	25%	7%	<b>McQueene</b>	64%	70%	18%	13%
<b>Patlan</b>	48%	49%	23%	9%	<b>Patlan</b>	62%	61%	23%	13%
<b>Rodriguez</b>	52%	60%	29%	12%	<b>Rodriguez</b>	61%	69%	15%	9%
<b>Vogel</b>	55%	66%	40%	13%	<b>Vogel</b>				
<b>Weinert</b>	49%	48%	24%	7%	<b>Weinert</b>	57%	54%	15%	10%

## 8th & Biology Interim 2

Campus	2023-2024 8th Grade Science Interim 2				Campus	2022-2023 8th Grade Science Interim 2			
	Percent Score	Approaches	Meets	Masters		Percent Score	Approaches	Meets	Masters
<b>District</b>	41%	49%	23%	5%	<b>District</b>	55%	56%	23%	10%
AJ B	41%	50%	24%	3%	AJ B	49%	45%	14%	6%
Barnes	41%	47%	22%	7%	Barnes	59%	66%	31%	14%
2023-2024 Biology Interim 2					2022-2023 Biology Interim 2				
High School	46%	88%	47%	10%	High School	45%	62%	30%	7%

# Next Steps

1. Principals analyzed data to identify strengths, challenges, goals and predictions. Principals shared ideas for their “plan of action”.
2. Coordinators supporting teachers with, STAAR review strategies, closing student gaps and quick assessments to check for student understanding.
3. Support resources, have been created for teachers to have quick checks for understanding for students, to review for STAAR testing.
4. Focus on Math review for the next few weeks.

# Minutes of Special Meeting

## The Board of Trustees

### Seguin ISD

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A Special Meeting of the Board of Trustees of Seguin ISD was held Thursday, February 15, 2024 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, and Dr. Veronica Vijil, Interim Superintendent

Absent: Grace Mueller

Also Present: Nikki Bittings, Chief Student Services Officer; Steve Gonzalez, Chief Technology Officer; Sean Hoffmann, Chief Communications Officer; Dr. Samuel Hogue, Deputy Superintendent; Andrea Jaramillo, Deputy Chief Innovation and Learning and Learning; Perla Romero, Chief Financial Officer; Joel Trevino, Chief Human Resources Officer; Danica Murillo, Deputy Chief of Human Resources, James Pizana, Construction Project Manager; Florin Popa, Partner with PB Group LLC; and Nancy Ramirez, Superintendent Secretary and Media.

#### 1. Call to Order

A. Mr. Guerra called the meeting to order at 5:02 p.m. and a quorum was established.

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

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

#### 2. Audience with the Board

No one signed up to address the Board.

#### 3. Closed Meeting: The Board went into closed session at 5:04 p.m.

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

1. Discussion Regarding Possible Bond Election in May 2024

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

1. Discussion Regarding Superintendent's Contract

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

#### 4. Reconvene to Open Meeting –The Board reconvened at 5:52 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. Consideration and Possible 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**

Mr. Bright moved, seconded by Ms. Duncan to uphold the recommendation from the administration to not take action at this time on Bond 2024. This would allow the administration team more time to evaluate and communicate efforts to the community.

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

**Nays: None**

Dr. Vijil and the Board thanked the staff and community for all they have done with regard to the Bond.

**C. Possible Action and Approval to Employ New Superintendent**

Mr. Bright moved, seconded by Mr. Amador to employ Dr. Veronica Vijil as the new Seguin ISD Superintendent. Mr. Guerra read Dr. Vijil's bio and shared his support on hiring her. Dr. Vijil thanked the board for the opportunity to continue to serve the district and looks forward to building the team of eight and doing what is in the best interest of our students.

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

**Nays: None**

**5. Adjourn**

Mr. Bright moved, seconded by Mr. Jenkins to adjourn the meeting. The meeting adjourned at 6:08 p.m.

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

**Nays: None**

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Secretary/March 26, 2024

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President/March 26, 2024

# Minutes of Public Hearing

## The Board of Trustees

### Seguin ISD

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A Public Hearing of the Board of Trustees of Seguin ISD was held Tuesday, February 27, 2024, 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, Carl Jenkins, Grace Mueller, and Dr. Veronica Vijil, Superintendent

Absent:

Also Present: Nikki Bittings, Chief Student Services Officer; Steve Gonzalez, Chief Technology Officer; Dr. Samuel Hogue, Deputy Superintendent; Andrea Jaramillo, Deputy Chief Innovation and Learning and Learning; Monica Lyons, Chief Academic Officer; Perla Romero, Chief Financial Officer; Joel Trevino, Chief Human Resources Officer; Danica Murillo, Deputy Chief Human Resources Officer, and Nancy Ramirez, Superintendent Secretary.

#### 1. Call to Order

Mr. Guerra called the public hearing meeting to order at 6:03 p.m. and a quorum was established.

#### 2. Public Hearing to Allow Community Comment on Seguin ISD District of Innovation Amendment: Teacher Certification

Dr. Hogue presented the Seguin ISD District of Innovation Amendment for Teacher Certification to the Board and community. The amendment allows continued flexibility in recruiting and hiring teachers from the field, including experienced individuals from unique trades or vocations, and may lead to more dual credit and/or industry certification opportunities for students enrolled in Career and Technology Education (CTE) courses. This amendment will add the following language:

- 1) Non-certified DOI teachers will be employed under a non-chapter 21 contract
- 2) Require teachers (other Career and Technical Education (CTE), Languages Other Than English (LOTE), and Theatre Arts) to obtain certification within two years.

All board questions and comments were addressed. There were no questions or comments from the community.

#### 3. Adjourn

Mr. Bright moved, seconded by Ms. Duncan, to adjourn the meeting. The meeting adjourned at 6:12 p.m.

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

**Nays: None**

# Minutes of Regular Meeting

## The Board of Trustees

### Seguin ISD

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A regular board meeting of the Board of Trustees of Seguin ISD was held Tuesday, February 27, 2024, 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, Superintendent

Absent:

Also Present: Nikki Bittings, Chief Student Services Officer; Steve Gonzalez, Chief Technology Officer; Dr. Samuel Hogue, Deputy Superintendent; Andrea Jaramillo, Deputy Chief Innovation and Learning; Monica Lyons, Chief Academic Officer; Perla Romero, Chief Financial Officer; Joel Trevino, Chief Human Resources Officer; Christine Perez, Seguin High School Principal; Dr. Cristobal Saldana, Seguin High School Associate Principal; Trisha Eckols, McQueeney Elementary School Principal; Allison Seidenberger, Director of ACE; Rick Bough, Director of CTE; Pete Silvius, Director of Whole Child Initiatives; Victor Quiroga, Managing Director with Specialized Public Finance, Inc.; Kara Hall, Seguin ISD District Lead Nurse; Robyn Popa, Partner with Pfluger Architects; Nancy Ramirez, Superintendent Secretary and Media.

#### 1. Call to Order

A. Mr. Guerra called the meeting to order at 6:30 p.m. and a quorum was established. The meeting of the Seguin ISD has been duly called and notice of this meeting has been posted in accordance with the Texas Open Meetings Act, Section 551.043 of the Texas Government Code.

B. The pledges were led by Leah Bernal, fourth grade student from Koennecke Elementary School, 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 also invited the community to the third annual Kite Festival on March 23 at Manuel Castillo Park. This event is co-sponsored by Seguin ISD and the City of Seguin and is a free community event.

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 Koennecke ES, McQueeney ES, Briesemeister MS and Seguin High School**

Dr. Vijil was honored to recognize Leah Bernal, fourth grade student at Koennecke Elementary School; Hunter Hopkins, fifth grade student at McQueeney Elementary School; Zoey Martinez, sixth grade student at Briesemeister Middle School; and April Acuna, ninth grader at Seguin High School for going above and beyond as leaders and exceptional students in and out of the classroom. They are all excellent role models working hard to achieve their goals while assisting their peers.

- **Superintendent’s Award**

Dr. Vijil was honored to recognize Jackie Silvius as the February 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 McQueeney Elementary School. Mrs. Eckols, principal, and her staff shared information highlighting the work of her AVID team that support all K-5 students in a weekly, rotating writing lab while modeling growth and writing strategies for McQueeney faculty.

**3. Audience with the Board**

Emily Prochnow signed up to address the Board regarding High School Start Time.  
Samanthia Noble signed up to address the Board regarding High School Start Time.  
Kimberly Saunders signed up to address the Board regarding High School Start Time.  
Ella Saine addressed the Board regarding the Renaming of the Mercer-Blumberg Learning Center Portion of the Seguin ISD Administration Building.

**4. Reports/Information Items:**

**A. Seguin ISD Proposed Start and Stop Times for the 2024-2025 School Year**

Mr. Guerra announced that item 4A would not be presented today. This would allow District staff more time to fully understand and review the impact of the proposed changes to the stop and start times for 2024-2025. Mr. Guerra thanked the community for sharing their concerns for further review.

**B. Career and Technical Education (CTE) Update and Evaluation**

The Board of Trustees received an update from Mr. Bough on the Career and Technical Education (CTE) program and evaluation of the program.

**C. Seguin ISD Bond 2022 - Furniture Update**

The Board of Trustees received information from Mrs. Popa regarding an update on current furniture projects for Bond 2022.

**D. Elementary Istation Update**

The Board of Trustees received an update from Ms. Jaramillo and Mrs. Lyons regarding data in grades Kindergarten - 5th and RenSTAR reading data in grades 6th - English II. The purpose of this report is to present the reading progress of students using Istation & Freckle, a nationally normed assessment. The assessment measures student growth with an engaging, computer-adaptive diagnostic and screening program.

**E. Intersession Update**

The Board of Trustees received an update from Ms. Jaramillo regarding Intersession programs

across the district. The purpose of this report is to present attendance data, student data, and student / teacher testimonials regarding intersession. The benefits of intersession include:

- better relationships with teachers and peers
- positive school experiences
- SEL competencies reporting increasing
- increased attendance rates
- academic growth
- STAAR performance maintained or increased

#### **F. ACE Program Update**

The Board of Trustees received an update from Mrs. Seidenberger on the ACE program. She shared program information to include examples of how the opportunities successfully impact student achievement.

#### **G. Submission of a Class Size Waiver to the Texas Education Agency**

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

#### **H. Information of Newly Appointed Administrators**

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

- **Monica Lyons – Chief Academic Officer**

The Board recessed from 8:54 p.m. until 9:00 p.m.

#### **5. Closed Meeting** –The Board went into closed session at 9:01 p.m.

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

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

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

#### **6. Reconvene to Open Meeting:** The Board reconvened at 10:06 p.m.

**A.** Possible action to approve professional personnel, including appointment, employment, evaluation, assignment, duties, discipline or dismissal of employee(s). The Board did not take action on this item. No action was taken.

#### **7. Consent Agenda Items – Consider and Possible Approval:**

##### **A. Approval of Board Minutes for:**

Regular Meeting, January 23, 2024

Board Workshop, February 7, 2024

##### **B. Approval of Tax Collection Reports for January 2024**

The Board of Trustees approved the Guadalupe County Tax Office Monthly Recap from Daryl John, Guadalupe County Tax Assessor-Collector for January 2024. The Texas Property Tax Code requires the collector of taxes for a taxing unit prepare a written report of tax collections made for the preceding month. The Guadalupe County Tax Assessor-Collector collects ad valorem taxes for

the District.

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

The Board of Trustees approved the proposed budget amendments and financial statements for the General Fund, Child Nutrition Fund, and Debt Service Fund as of December 31, 2023.

**D. Approval of Proposed Budget Amendments & Financial Statements for January 2024**

The Board of Trustees approved the proposed budget amendments and financial statements for the General Fund, Child Nutrition Fund, and Debt Service Fund as of January 31, 2024.

**E. Approval of Donations Received December 2023**

The Board of Trustees approved the donations received by the District during the month of December 2023 in the amount of \$550.00 from various business and individuals. District Board policy CDC (Local) states "...any (unsolicited) gift that the potential donor has expressly made conditional upon the District's use for a specified purpose, or any gift of real property, shall require Board approval."

**F. Approval of District-Wide Plumbing Systems Maintenance, Equipment, Parts, and Services (RFP #: 24-02)**

The Board of Trustees approved to contract with each of the recommended respondents, as reflected in the exhibit, for Plumbing Systems Maintenance, Equipment, Parts, and Services. A Request for Proposals (RFP#: 24-02) was issued on June 5, 2023 for Plumbing Systems Maintenance, Equipment, Parts, and Services. The bid was competitively solicited in compliance with Board Policy. Of the 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: MTX General Contractors, LLC and Central Texas Aerobics. 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.

**G. Approval of District-Wide HVAC Systems Maintenance, Equipment, Parts, and Services (RFP #: 24-03)**

The Board of Trustees approved to contract with each of the recommended respondents, as reflected in the exhibit, for HVAC Systems Maintenance, Equipment, Parts, and Services. A Request for Proposals (RFP#: 24-03) was issued on June 5, 2023 for HVAC Systems Maintenance, Equipment, Parts, and Services. The bid was competitively solicited in compliance with Board Policy. Of the one responses received, all met the RFP requirements. With approval from the Board of Trustees, the following respondents will be added to the list of approved vendors for this RFP: MTX General Contractors. 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

**H. 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 Facilities Maintenance, Electrical, 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: MTX General Contractors and Orkin Pest Control. 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 Special Education Services (RFP #: 24-05)**

The Board of Trustees approved to contract with each of the recommended respondents, as reflected in the exhibit, for Special Education Services. A Request for Proposals (RFP#: 24-05) 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: Twyla Painter. 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 Educational Consulting 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: Greg White Designs and Alejandro Yanez. 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. Seguin ISD Resolution Regarding the Office of the Governor’s Truancy Prevention Grant**

The Board of Trustees approved the resolution for the application to update the Authorized Official for the Office of the Governor Truancy Prevention Grant. 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, and 2022-23 school years. The current grant expires on August 31, 2023. 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.

**L. First Reading for Consideration of Approval of the Texas Association of School Boards (TASB) Policy Update 122, Affecting LEGAL and LOCAL Policies**

The Board of Trustees reviewed updated (LEGAL) policies and replaced, deleted, or added (LOCAL) policies as recommended by TASB Policy Service and according to the Instruction Sheet for TASB Localized Policy Manual Update 122. Local policies may be adopted or amended by a majority of the Board at any regular or special meeting, provided that Board members have had advance written notice of the proposed change. Members of the Superintendent’s Leadership Team, as pertinent, have received policies applicable to their functional areas and have reviewed the policies with their staff as appropriate. Update 122 encompasses changes in law from the 88<sup>th</sup> Regular Legislative Session that have an immediate effect on the governance and management of the district. Changes to local policies offered for consideration address the following topics: cybersecurity; employment of bus drivers; dyslexia and related services; accelerated instruction;

career investigation days; opioid antagonists; threat assessments; student records; and safety and security. The update includes one hundred nine (109) LEGAL policies, and twelve (12) LOCAL policies:

**REPLACE:**

AF(LEGAL) – Innovation Districts  
AIB(LEGAL) – Accountability: Performance Reporting  
BBB(LEGAL) – Board Members: Elections  
BBBA(LEGAL) – Elections: Conducting Elections  
BBBB(LEGAL) – Elections: Post-Election Procedures  
BBBC(LEGAL) – Elections: Campaign Finance  
BBC(LEGAL) – Board Members: Vacancies and Removal from Office  
BBD(LEGAL) – Board Members: Training and Orientation  
BBI(LEGAL) – Board Members: Technology Resources and Electronic Communications  
BE(LEGAL) – Board Meetings  
C(LEGAL) – Business and Support Services  
CCA(LEGAL) – Local Revenue Sources: Bond Issues  
CDA(LEGAL) – Other Revenues: Investments  
CDB(LEGAL) – Other Revenues: Sale, Lease, or Exchange of School Owned Property  
CHE(LEGAL) – Purchasing and Acquisition: Vendor Disclosure and Contracts  
CJA(LEGAL) – Contracted Services: Criminal History  
CK(LEGAL) – Safety Program/Risk Management  
CKA(LEGAL) – Safety Program/Risk Management: Safety and Security Audits and Monitoring  
CKC(LEGAL) – Safety Program/Risk Management: Emergency Plans  
CKE(LEGAL) – Safety Program/Risk Management: Security Personnel  
CKEA(LEGAL) – Security Personnel: Commissioned Peace Officer  
CKEB(LEGAL) – Security Personnel: School Marshals  
CKEC(LEGAL) – Security Personnel: School Resource Officers  
CLA(LEGAL) – Buildings, Grounds, and Equipment Management: Security  
CLE(LEGAL) – Buildings, Grounds, and Equipment Management: Flag Displays  
CMD(LEGAL) – Equipment and Supplies Management: Instructional Materials Care and Accounting  
CNA(LEGAL) – Transportation Management: Student Transportation  
CNC(LEGAL) – Transportation Management: Transportation Safety  
CQA(LEGAL) – Technology Resources: District, Campus, and Classroom Websites  
CQB(LEGAL) – Technology Resources: Cybersecurity  
CQB(LOCAL) – Technology Resources: Cybersecurity  
CQC(LEGAL) – Technology Resources: Equipment  
CS(LEGAL) – Facility Standards  
CV (LEGAL) – Facilities Construction  
DBAA(LEGAL) – Employment Requirements and Restrictions: Pre-Employment Reviews  
DBE(LEGAL) – Employment Requirements and Restrictions: Nepotism  
DC(LOCAL) – Employment Practices  
DEAA(LEGAL) – Compensation Plan: Incentives and Stipends  
DEC(LEGAL) – Compensation and Benefits: Leaves and Absences  
DF(LEGAL) – Termination of Employment  
DG(LEGAL) – Employee Rights and Privileges  
DGC(LEGAL) – Employee Rights and Privileges: Immunity

**REPLACE (con'td):**

DH(LEGAL) – Employee Standards of Conduct  
DI(LEGAL) – Employee Welfare  
DIA(LEGAL) – Employee Welfare: Freedom from Discrimination, Harassment, and Retaliation  
DL(LEGAL) – Work Load  
DLB(LEGAL) – Work Load: Required Plans and Reports  
DMA(LEGAL) – Professional Development: Required Staff Development  
DP(LEGAL) – Personnel Positions  
EEB(LEGAL) – Instructional Arrangements: Class Size  
EF(LEGAL) – Instructional Resources  
EFA(LEGAL) – Instructional Resources: Instructional Materials  
EFB(LEGAL) – Instructional Resources: Library Materials  
EHAA(LEGAL) – Basic Instructional Program: Required Instruction (All Levels)  
EHAB(LEGAL) – Basic Instructional Program: Required Instruction (Elementary)  
EHAC(LEGAL) – Basic Instructional Program: Required Instruction (Secondary)  
EHB(LEGAL) – Curriculum Design: Special Programs  
EHB(LOCAL) – Curriculum Design: Special Programs  
EHBAA (LEGAL) – Special Education: Identification, Evaluation, and Eligibility  
EHBAB (LEGAL) – Special Education: ARD Committee and Individualized Education Program  
EHBAD (LEGAL) – Special Education: Transition Services  
EHBC(LEGAL) – Special Programs: Compensatory Services and Intensive Programs  
EHBCA(LEGAL) –Compensatory Services and Intensive Programs: Accelerated Instruction  
EHBCA(LOCAL) –Compensatory Services and Intensive Programs: Accelerated Instruction  
EHBG(LEGAL) – Special Programs: Prekindergarten  
EHBK(LEGAL) – Special Programs: Other Instructional Initiatives  
EHDD(LEGAL) – Alternative Methods for Earning Credit: College Course Work/Dual Credit  
EHDE(LEGAL) – Alternative Methods for Earning Credit: Distance Learning  
EI(LEGAL) – Academic Achievement  
EIA(LEGAL) – Academic Achievement: Grading/Progress Reports to Parents  
EIE(LEGAL) – Academic Achievement: Retention and Promotion  
EIF(LEGAL) – Academic Achievement: Graduation  
EKB(LEGAL) – Testing Programs: State Assessment  
F(LEGAL) - Students  
FD(LEGAL) – Admissions  
FD(LOCAL) – Admissions  
FDA(LEGAL) – Admissions: Interdistrict Transfers  
FDB(LEGAL) – Admissions: Intradistrict Transfers and Classroom Assignments  
FEA(LEGAL) – Attendance: Compulsory Attendance  
FEA(LOCAL) – Attendance: Compulsory Attendance  
FEB(LEGAL) – Attendance: Attendance Accounting  
FEC(LEGAL) – Attendance: Attendance for Credit  
FED(LEGAL) – Attendance: Attendance Enforcement  
FFAC(LEGAL) – Wellness and Health Services: Medical Treatment  
FFAC(LOCAL) – Wellness and Health Services: Medical Treatment  
FFAF(LEGAL) – Wellness and Health Services: Care Plans  
FFB(LEGAL) – Student Welfare: Crisis Intervention  
FFB(LOCAL) – Student Welfare: Crisis Intervention

**REPLACE (con'td):**

FFBA(LEGAL) – Crisis Intervention: Trauma-Informed Care  
FFEA(LEGAL) – Counseling and Mental Health: Counseling  
FFG(LEGAL) – Student Welfare: Child Abuse and Neglect  
FL(LEGAL) – Student Records  
FL(LOCAL) – Student Records  
FM(LEGAL) – Student Activities  
FNCA(LEGAL) – Student Conduct: Dress Code  
FNCC(LEGAL) – Student Conduct: Prohibited Organizations and Hazing  
FNCD(LEGAL) – Student Conduct: Tobacco Use and Possession  
FNCF(LEGAL) – Student Conduct: Alcohol and Drug Use  
FNCG(LEGAL) – Student Conduct: Weapons  
FNG(LEGAL) – Student Rights and Responsibilities: Student and Parent Complaints/Grievances  
FO(LEGAL) – Student Discipline  
FOC(LEGAL) – Student Discipline: Placement in a Disciplinary Alternative Education Setting  
FOCA(LEGAL) – Student Discipline: Placement in a Disciplinary Alternative Education Program Operations  
FOD(LEGAL) – Student Discipline: Expulsion  
FODA(LEGAL) – Expulsion: Juvenile Justice Alternative Education Program  
GBA(LEGAL) – Public Information Program: Access to Public Information  
GBAA(LEGAL) – Access to Public Information: Requests for Information  
GC(LEGAL) – Public Notices  
GKA(LEGAL) – Community Relations: Conduct on School Premises  
GKC(LEGAL) – Community Relations: Visitors  
GKG(LEGAL) – Community Relations: School Volunteer Program  
GRAC(LEGAL) – State and Local Governmental Authorities: Juvenile Service Providers  
GRB(LEGAL) – Relations with Governmental Entities: Interlocal Cooperation Contracts

**ADD:**

CSA(LEGAL) – Facility Standards: Safety and Security  
CSA(LOCAL) – Facility Standards: Safety and Security  
CSB(LEGAL) – Facility Standards: Safety and Security  
CSC(LEGAL) – Facility Standards: Asbestos Management  
FA(LEGAL) – Parent Rights and Responsibilities

**NO POLICY:**

DP(LOCAL) – Personnel Positions  
EIC(LOCAL) – Academic Achievement: Class Ranking

**DELETE:**

EHBC(LOCAL) – Special Programs: Compensatory Services and Intensive Programs  
EHDF(LEGAL) – Alternative Methods for Earning Credit: Local Remote Learning Program

**M. Request for Professional Development Waiver 2024-2025**

The Board of Trustees approved the application to request a waiver for professional development minutes. This Expedited General Staff Development waiver allows districts to train staff on various educational strategies designed to improve student performance instead of a maximum of 2100 minutes of student instruction. The following days are recommended for staff development in the

2024-2025 proposed calendar: There are 172 student days on the proposed calendar that exceed the 75600 required minutes by at least 1800 minutes. The waiver provides more flexibility in the schedule.

**Proposed Staff Development Dates**

- November 1, 2024 – Full Day PD
- January 6, 2025 – Full Day PD
- January 7, 2025 – Full Day PD
- February 17, 2025 – Full Day PD
- April 21, 2025 - Full Day PD
- May 29, 2024 – Full Day PD

**N. Request for Low Attendance Waivers**

The Board of Trustees approved Seguin ISD to apply for a Low Attendance Waiver for January 16, 2024. On January 16, 2024, our region faced an extraordinary bout of sub-freezing temperatures. Consequently, numerous parents within our community chose to keep their children at home, leading to a significant decline in attendance rates.

District attendance comparison:

<b>District</b>	<b>2022-2023 School Year 91.66%</b>	<b>January 16, 2024 62.09%</b>
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**O. Request for Low Attendance Waivers**

The Board of Trustees approved Seguin ISD to apply for a Low Attendance Waiver for November 10, 2023. On November 9, 2023, a troubling incident unfolded within and around the vicinity of the school premises, gaining attention on social media. This occurrence generated an atmosphere of anxiety and fear, prompting numerous parents to exercise caution and opt for a temporary withdrawal of their children from the school environment. As a result, attendance significantly decreased on the subsequent day, November 10, 2023. The incident heightened substantial safety concerns for both students and parents, compelling them to choose to keep their children at home on that particular day.

District attendance comparison:

<b>District</b>	<b>2022-2023 School Year 91.66%</b>	<b>November 10, 2023 64.36%</b>
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**Q. 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:**

\* Returning Seguin ISD employee

Name	Campus	Effective
Bowers, Robert	A.J.B. Middle School	01/31/24

**Resignations:**

**Bryan, Nathan, Seguin High School, effective 05/31/24**

Mr. Bryan, Teacher, has resigned due to personal reasons.  
Mr. Bryan has 3 years with Seguin ISD.

**Conner, Braedyn, Koennecke Elementary, effective 12/15/23**

Ms. Conner, Teacher, has resigned due to other employment.  
Ms. Conner has 91 days with Seguin ISD.

**Dr. Hardwick, Amanda, Secondary RLA & Social Studies Coordinator, effective 02/23/24**

Dr. Hardwick, Secondary RLA & Social Studies Coordinator, has resigned due to personal reasons.  
Dr. Hardwick has 3 years with Seguin ISD.

**Johnson, Tiyan, Seguin High School, effective 05/31/24**

Ms. Johnson, Teacher, has resigned due to personal reasons.  
Ms. Johnson has 2 years with Seguin ISD.

**Johnston, Cherrilyn, Seguin High School, effective 06/18/24**

Ms. Johnston, College Pathways Specialist, has resigned and elected to retire.  
Ms. Johnston has 2 years with Seguin ISD.

**Jones, Lewelldyn, Seguin High School, effective 05/31/24**

Mr. Jones, Teacher, has resigned due to personal reasons.  
Mr. Jones has 2 years with Seguin ISD.

**Longacre, Joseph, Seguin High School, effective 05/31/24**

Mr. Longacre, Teacher, has resigned due to personal reasons.  
Mr. Longacre has 3 years with Seguin ISD.

**Longacre, Shaylyn, Seguin High School, effective 05/31/24**

Ms. Longacre, Teacher, has resigned due to relocation.  
Ms. Longacre has 3 years with Seguin ISD.

**Robertson, Bryan, Seguin High School, effective 06/30/24**

Mr. Robertson, ROTC Teacher, has resigned due to personal reasons.  
Mr. Robertson has 8 years with Seguin ISD.

**Stephens, Diana, Jefferson, effective 05/24/24**

Ms. Stephens, Teacher, has resigned and elected to retire.  
Ms. Stephens has 29 years with Seguin ISD.

**Volpe, Tanner, Jefferson Elementary, effective 01/31/24**

Mr. Volpe, Teacher, has resigned due to personal reasons.  
Mr. Volpe has 111 days with Seguin ISD.

**Wells, Aubrie, Seguin High School, effective 05/31/24**

Ms. Wells, Teacher, has resigned due to personal reasons.  
Ms. Wells has 4 years with Seguin ISD.

**R. Acknowledge Public Information Act Requests January-February 2024**

The Board of Trustees received information regarding the Public Information Act requests received since February 14, 2024. The purpose of this agenda item is to keep trustees apprised of the District's Public Information program.

**Mr. Bright requested item 7P. be pulled for discussion.**

**P. Information Regarding Seguin ISD Purchase of Professional Services from PB Group, LLC.**

The Board of Trustees received information regarding Seguin ISD purchase of professional services

for two (2) district facilities at a cost of \$726,658. PB Group provided professional services for two sites for Seguin ISD. These proposals provided information for the following projects: the addition and parking lot expansion at the existing Seguin ISD Transportation Facility and the new Seguin ISD Agricultural Science Facility. The cost for services is based on a percentage (7%) of the estimated construction cost.

**Mr. Amador moved, seconded by Mr. Bright to accept Consent Agenda Item 7P as presented.**

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

**Nays: None**

**Mr. Amador moved, seconded by Ms. Duncan to approve Consent Action Items:**

**A. Approval of Board Minutes for:**

**Regular Meeting, January 23, 2024**

**Board Workshop, February 7, 2024**

**B. Approval of Tax Collection Reports for January 2024**

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

**D. Approval of Proposed Budget Amendments & Financial Statements for January 2024**

**E. Approval of Donations Received December 2023**

**F. Approval of District-Wide Plumbing Systems Maintenance, Equipment, Parts, and Services (RFP #: 24-02)**

**G. Approval of District-Wide HVAC Systems Maintenance, Equipment, Parts, and Services (RFP #: 24-03)**

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

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

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

**K. Seguin ISD Resolution Regarding the Office of the Governor's Truancy Prevention Grant**

**L. First Reading for Consideration of Approval of the Texas Association of School Boards (TASB) Policy Update 122, Affecting LEGAL and LOCAL Policies**

**M. Request for Professional Development Waiver 2024-2025**

**N. Request for Low Attendance Waivers**

**O. Request for Low Attendance Waivers**

**Q. Personnel Information – Professional Employees**

**R. Acknowledge Public Information Act Requests January-February 2024**

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

**Nays: None**

**8. Action Items:**

**A. Consider Approval of the Renaming of the Mercer-Blumberg Learning Center Portion of the Seguin ISD Administration Building**

Mr. Jenkins moved, seconded by Mr. Amador, to rename the Mercer-Blumberg Learning Center Portion of the Seguin ISD Administration Building to the Jack Lee Learning Center. The Board shared Mr. Jack Lee's legacy and how he poured out his heart and soul to inspire and positively influence a whole generation of students to care and help out their community by volunteering their time in so many different ways. The Board would also like to create other opportunities to name facilities in the future.

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

**Nays: None**

**B. Review of the 2022-2023 Optional Flexible School Day Program and Approval of the 2023-2024 Application for Seguin High School and Mercer Blumberg Learning Center at Saegert**  
Ms. Duncan moved, seconded by Mrs. Mueller, to review the 2022-2023 Optional Flexible School Day Program and approve the 2023-2024 application for Seguin High School and Mercer Blumberg Learning Center at Saegert. The Optional Flexible School Day Program (OFSDP) allows SISD to provide flexible hours and days of attendance for students who meet at least one of the requirements of the Texas Education Code §29.0822(a). The goal of the program is to improve graduation rates for students who are in danger of dropping out of school, have poor attendance patterns, are returning dropouts, or are behind in credits.

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

**C. CONSIDERATION AND APPROVAL OF AN ORDER AUTHORIZING THE ISSUANCE OF THE DISTRICT’S UNLIMITED TAX SCHOOL BUILDING BONDS, SERIES 2024A IN THE MAXIMUM AMOUNT OF \$91,000,000; LEVYING AN AD VALOREM TAX FOR THE PAYMENT THEREOF; DELEGATING THE AUTHORITY TO DISTRICT STAFF TO APPROVE AND EXECUTE RELATED DOCUMENTS; AND OTHER MATTERS IN CONNECTION THEREWITH**

Mrs. Crettenden moved, seconded by Mr. Amador, to adopt an order approving the issuance of Seguin Independent School District Unlimited Tax School Building Bonds, Series 2024A and authorizing the Superintendent of Schools and Chief Financial Officer to approve the final sales terms of the Bonds. On November 8, 2022, voters approved issuance of school building bonds of \$131,000,000 for the purposes of designing, constructing, renovating, improving, upgrading, updating, acquiring, and equipping school facilities (and any necessary or related removal of existing facilities), the purchase of the necessary sites for school facilities, and the purchase of new school buses. Bonds are to be sold in multiple issues with this first issue of approximately \$40 million to fund initial design and construction costs and the second issuance not to exceed \$91,000,000.

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

**D. CONSIDERATION AND APPROVAL OF AN ORDER AUTHORIZING THE ISSUANCE OF THE DISTRICT’S UNLIMITED TAX REFUNDING BONDS, SERIES 2024B IN THE MAXIMUM AMOUNT OF \$22,984,950.90; LEVYING AN AD VALOREM TAX FOR THE PAYMENT THEREOF; DELEGATING THE AUTHORITY TO DISTRICT STAFF TO APPROVE AND EXECUTE RELATED DOCUMENTS; AND OTHER MATTERS IN CONNECTION THEREWITH**

Mrs. Crettenden moved, seconded by Ms. Duncan, to approve the order as presented. The District’s financial advisor, Specialized Public Finance, has identified an opportunity to pursue a refunding for the outstanding Series 2020 taxable refunding bonds. By law a district can advance refund taxable bonds on a tax-exempt basis. A refunding of a series of bonds more than ninety days prior to the call date constitutes an advanced refunding. The proposed Unlimited Tax Refunding Bonds Series 2024B will be considered an advanced refunding of the taxable Series 2020 bonds, as the bonds will be escrow to maturity. This refunding has the potential to create an additional interest cost savings of approximately \$1,154,171 over the remaining life of the bonds.

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

**E. Consider Appointing a Budget Committee for the Board of Trustees**

Ms. Duncan moved, seconded by Mr. Bright, to appoint Denise Crettenden, Joshua Bright, and Ben Amador for the budget committee. The budget committee will receive preliminary information and updates from the Business Department during the development of the 2023-24 proposed budgets for the General Operating, Child Nutrition, and Debt Service funds. The function of the committee shall be fact finding, deliberative, and advisor, but not administrative. The committee will dissolve upon adoption of the 2023-24 budget. The Budget Committee members for the prior year were Trustees Crettenden, Jenkins, and Bright.

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

**Nays: None**

**F. Consideration and Adoption of Human Sexuality Instructional Materials Based on School Health Advisory Council Recommendations**

Mr. Bright moved, seconded by Mrs. Crettenden, to adopt use of the Proctor and Gamble puberty video *Always Changing* for use with 5th grade students in Seguin ISD. In compliance with Texas Education Code Chapter 28, Section 28.004 parents/guardians must opt-in their student to be included in this instructional opportunity. Texas Education Code Chapter 28, Section 28.004 requires school boards to consider the recommendation of the local school health advisory council before adopting or changing the district’s health education curriculum or instruction.

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

**Nays: None**

**G. Seguin ISD District of Innovation Amendment: Teacher Certification**

Ms. Duncan moved, seconded by Mr. Bright, to approve the District of Innovation Amendment as presented. Amendment allows continued flexibility in recruiting and hiring teachers from the field, including experienced individuals from unique trades or vocations, may lead to more dual credit and/or industry certification opportunities for students enrolled in Career and Technology Education (CTE) courses.

This amendment will add the following language:

- 1) Non-certified DOI teachers will be employed under a non-chapter 21 contract
- 2) Require teachers (other Career and Technical Education (CTE), Languages Other Than English (LOTE), and Theatre Arts) to obtain certification within two years.

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

**Nays: None**

**H. Personnel Action – Professional Employees**

Mr. Bright moved, seconded by Mr. Amador, to approve the hiring of the new professional hires under the District of Innovation designation for the 2023-2024 school year and listed below:

**Board Approved Teachers:**

Name	Campus	Assignment	Effective
Cameron Dilworth	Seguin High School	Math	2/28/24

Austin Sanchez	Seguin High School	Math	2/28/24
John Vijil	Seguin High School	Math	2/28/24

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

**Nays: None**

**9. Board Comments and Request**

There were no new comments or request from the Board.

All prior Board requests have been addressed.

**10. Adjourn**

Mr. Amador moved, seconded by Mrs. Crettenden, to adjourn the meeting. The meeting adjourned at 10:47 p.m.

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

**Nays: None**

\_\_\_\_\_  
Secretary/March 26, 2024

\_\_\_\_\_  
President/March 26, 2024

**ACTION ITEM:**

**Approval of Tax Collection Reports for February 2024**

**RECOMMENDATION:**

That the Board of Trustees approves the Guadalupe County Tax Office Monthly Recap from Daryl John, Guadalupe County Tax Assessor-Collector for February 2024.

**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 February 2024:

Current	\$	9,212,329
Delinquent		58,917
Penalty and Interest		79,001
Total Monthly Collections	\$	<u>9,350,246</u>
Total Tax Collections Year to Date	\$	<u>51,296,779</u>
Delinquent Tax Levy		3,471,813
Percent Collected through February 2024		50.18%
Percent of Tax Levy Collected last year		47.18%

**EXHIBITS:**

None

**RESOURCE PERSONNEL:**

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

Submitted by:

(Signature)

(Name)

(Address)

(Telephone)

*Veronica Vijil*

Date Submitted: 03/26/24

Dr. Veronica Vijil, Superintendent

1221 E. Kingsbury St., Seguin, TX 78155

(830) 401-8614

**ACTION ITEM:** **Approval of District-Wide Vehicle Maintenance, Parts, And Services (RFP #: 24-01)**

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

**RATIONALE:** 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 respondent will be added to the list of approved vendors for this RFP: Seguin Diesel. 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

**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

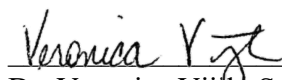
Submitted by:

(Signature)

(Name)

(Address)

(Telephone)



Dr. Veronica Vijil, Superintendent

1221 E. Kingsbury St., Seguin, TX 78155

(830) 401-8614

Date Submitted : 03/26/24

**SEGUIN INDEPENDENT SCHOOL DISTRICT**  
**VENDOR RECOMMENDATION FORM**

**RFP #:** 24-01, VEHICLE MAINTENANCE PARTS & SERVICES

**BID CLOSING DATE:** June 30, 2026

**ISSUING DEPARTMENT(S):** TRANSPORTATION AND MAINTENANCE

VENDOR	SERVICES PROVIDED	Recommended
Seguin Diesel	Bus repairs	<b>Y</b>

**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 Hvac Systems Maintenance, Equipment, Parts, & Services (RFP #: 24-03)**

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

**RATIONALE:** A Request for Proposals (RFP#: 24-03) was issued on June 5, 2023 for HVAC Systems Maintenance, Equipment, Parts, & Services. The bid was competitively solicited in compliance with Board Policy. Of the one responses received, all met the RFP requirements. With approval from the Board of Trustees, the following respondent will be added to the list of approved vendors for this RFP: Diamond Air. 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 remains 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

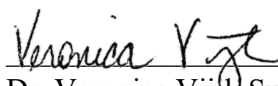
Submitted by:

(Signature)

(Name)

(Address)

(Telephone)



Dr. Veronica Viji, Superintendent

1221 E. Kingsbury St., Seguin, TX 78155

(830) 401-8614

Date Submitted: 03/26/24

**SEGUIN INDEPENDENT SCHOOL DISTRICT**  
**VENDOR RECOMMENDATION FORM**

**RFP #:** 24-03, HVAC

**BID CLOSING DATE:** June 30, 2026

**ISSUING DEPARTMENT(S):** MAINTENANCE

VENDOR	SERVICES PROVIDED	Recommended
Diamond Air	HVAC services and supplies	<b>Y</b>

**Note:**

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

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

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

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

**RATIONALE:** A Request for Proposals (RFP#: 24-04) was issued on June 5, 2023 for Facilities Maintenance, Electrical Equipment, Parts, and Services. The bid was competitively solicited in compliance with Board Policy. Of the one responses received, all met the RFP requirements. With approval from the Board of Trustees, the following respondent will be added to the list of approved vendors for this RFP: 210 Window Tint. 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

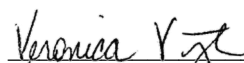
Submitted by:

(Signature)

(Name)

(Address)

(Telephone)



Dr. Veronica Vigil, Superintendent

1221 E. Kingsbury St., Seguin, TX 78155

(830) 401-8614

Date Submitted: 03/26/24

**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
210 Window Tint	Security Film	<b>Y</b>

**Note:**

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

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

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

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

**RATIONALE:** A Request for Proposals (RFP#: 24-05) was issued on June 5, 2023 for Special Education Services. The bid was competitively solicited in compliance with Board Policy. Of the seven responses received, all met the RFP requirements. With approval from the Board of Trustees, the respondents listed in the Exhibit will be added to the list of approved vendors for this RFP. The list of previously approved vendors is available on the Bids page of the District [website](#). All approved vendors will continue to qualify under this RFP for the remaining contract term, which will end on June 30, 2026, and will remain active for one year thereafter.

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

**PAPERWORK IMPACT:** None

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

**EXHIBITS:** Vendor Recommendation Form

**RESOURCE PERSONNEL:** Perla Romero, Chief Financial Officer, CTSBS  
Jennifer Raske Martinez, Purchasing Coordinator, CTSBO

Submitted by: \_\_\_\_\_ Date Submitted: 03/26/24  
(Signature) Veronica Vigil  
(Name) Dr. Veronica Vigil, Superintendent  
(Address) 1221 E. Kingsbury St., Seguin, TX 78155  
(Telephone) (830) 401-8614

**SEGUIN INDEPENDENT SCHOOL DISTRICT**  
**VENDOR RECOMMENDATION FORM**

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

VENDOR	SERVICES PROVIDED	Recommended
Assessment Intervention Management, INC	Special Education Services, LSSP, SLP, SLPA, OT, PT	<b>Y</b>
Lango Deaf & Hard of Hearing, LLC	ASL Interpretation	<b>Y</b>
Apex Teletherapy	Speech/language pathologist	<b>Y</b>
Speech Specialist of SA, P.C.	Speech, Occupational, and Physical Therapy	<b>Y</b>
New Direction Solutions	Diagnosticians, therapy, assessments, deaf and hard of hearing services	<b>Y</b>
Schoolforce Solutions, Inc	Special education pathologists, therapists, diagnosticians	<b>Y</b>
Brecht's Database Solutions, Inc	Multicounty Educational services	<b>Y</b>

**Note:**

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

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

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

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

**RATIONALE:** A Request for Proposals (RFP#: 24-06) was issued on June 5, 2023 for Educational Consulting Services. The bid was competitively solicited in compliance with Board Policy. Of the one responses received, all met the RFP requirements. With approval from the Board of Trustees, the respondents will be added to the list of approved vendors for this RFP: Dr. Miguel Guajardo. 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: \_\_\_\_\_ Date Submitted: 03/26/24  
(Signature) *Veronica Viji*  
(Name) Dr. Veronica Viji, Superintendent  
(Address) 1221 E. Kingsbury St., Seguin, TX 78155  
(Telephone) (830) 401-8614

**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
Dr. Miguel Guajardo	Education, organization, and community development	<b>Y</b>

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

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

**INFORMATION ITEM:    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
*Leon, Melina	Koennecke Elementary	03/18/24
Lundgren, Brenda	Seguin High School	03/25/24

\*Returning Seguin ISD Employee

**BOARD’S  
ACKNOWLEDGEMENT  
RESIGNATIONS:**

**Bloxham, Rebecca, Special Education Supervisor, effective 3/22/24**

Ms. Bloxham, Special Education Supervisor, has resigned due to other employment.

Ms. Bloxham has 7 years with Seguin ISD.

**Brown, Joe, Seguin High School, effective 3/08/24**

Mr. Brown, Criminal Justice Teacher, has resigned due to other employment.

Mr. Brown has 1 year with Seguin ISD.

**Hoffmann, Sean, Chief Communications Officer, effective 2/29/24**

Mr. Hoffmann, Chief Communications Officer, has resigned and elected to retire.

Mr. Hoffmann has 12 years with Seguin ISD.

**Miller, Julie, Rodriguez Elementary, effective 5/31/24**

Ms. Miller, Kindergarten Teacher, has resigned due to personal reasons.

Ms. Miller has 20 years with Seguin ISD.

**Palomares, Brandon, Seguin High School, effective 5/31/24**

Mr. Palomares, Social Studies Teacher, has resigned due to personal reasons.

Mr. Palomares has 1 year with Seguin ISD.

**Sumpter, Lydia, Koennecke Elementary, effective 2/22/24**

Ms. Sumpter, Kindergarten Bilingual Teacher, has resigned due to medical reasons.

Ms. Sumpter has 1 year with Seguin ISD.

**True, John, Seguin High School, effective 5/31/24**

Mr. True, English Teacher, has resigned and elected to retire.

Mr. True has 3 years with Seguin ISD.

**Williford, Anna Lisa, Seguin High School, effective 3/08/24**

Ms. Williford, CCMR Director, has resigned due to other employment.

Ms. Williford has 15 years with Seguin ISD.

**RATIONALE:** Strategic Priority 4: Creating a Thriving Learning Community.

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

**BUDGET IMPACT/ INFORMATION:** None

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

**EXHIBITS:** Information Sheet

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

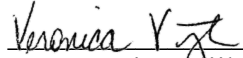
Submitted by:

(Signature)

(Name)

(Address)

(Telephone)



Dr. Veronica Yzuel, Superintendent

1221 E. Kingsbury St., Seguin, TX 78155

(830) 401-8614

Date Submitted: 03/26/24

**INFORMATION ITEM:** **Acknowledge Public Information Act Requests February-March 2024**

**RECOMMENDATION:** That the Board of Trustees acknowledge Public Information Act requests received since Feb. 15, 2024.

**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:** Feb. 15-March 6, 2024 Public Information Act request roster

**RESOURCE PERSONNEL:** Dr. Veronica Vijil, Superintendent

Submitted by: \_\_\_\_\_ Date Submitted: 03/26/24  
(Signature) Veronica Vijil  
(Name) Dr. Veronica Vijil, Superintendent  
(Address) 1221 E. Kingsbury St., Seguin, TX 78155  
(Telephone) (830) 401-8614

Seguin ISD PIA Requests received from Feb. 15-March 6, 2024				
Date	Requester	Requested Documents	Status	Action
050 030124	Alexandra Squires, Equitable Advisors	Employee directory information	In progress	