

Agenda of Regular Meeting

The Board of Trustees Seguin ISD

A Regular Meeting of the Board of Trustees of Seguin ISD will be held May 21, 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. Demographic Study Presented by Zonda Education 6
 - B. Seguin ISD Bond Construction Update 34
 - C. Seguin ISD 24-25 Budget Update 46
 - D. Seguin Independent School District Annual Financial Audit Services 52
Transition
 - E. Seguin ISD Leadership Pipeline and Strategic Plan 2027 Update 72
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) 85
- B. Pursuant to Texas Government Code Section § 551.074 - Discuss personnel matters, including appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a employee(s).
- C. Pursuant to Texas Government Code Section § 551.072 - Discuss the sale, purchase, exchange, lease, or value of real property.
6. **Reconvene to Open Meeting**, the Board will take appropriate action on items, if necessary, as discussed in Closed Session
 - A. Possible action on professional personnel, including appointment, employment, evaluation, assignment, duties, discipline or dismissal of a public employee(s).
7. **Consent Agenda Items - Consider and Possible Approval as Applicable**

Policy BE (Local) states that the consent agenda shall include items of a routine and/or recurring nature grouped together under one action item. All such items shall be acted upon by one vote without separate discussion, unless a Board Member requests that an item be withdrawn for individual consideration. The remaining items shall be adopted under a single motion and vote as applicable.

 - A. Approval of Board Minutes of Regular Meeting - April 23, 2024; Special Meeting - May 1, 2024 and Special Meeting - May 8, 2024. 86
 - B. Approval of Tax Collection Reports for April 2024 99
 - C. Approval of Proposed Budget Amendments & Financial Statements for March 2024 100
 - D. Approval of Donations Received April 2024 108
 - E. Approval of District-Wide Plumbing Systems Maintenance, Equipment, Parts, And Services (RFP #: 24-02) 110
 - F. Approval of District-Wide HVAC Systems Maintenance, Equipment, Parts, & Services (RFP #: 24-03) 112
 - G. Approval of District-Wide Facilities Maintenance, Electrical Equipment, Parts, And Services (RFP #: 24-04) 114
 - H. Approval of District-Wide Special Education Services (RFP #: 24-05) 116
 - I. Approval of District-Wide Educational Consulting Services (RFP #: 24-06) 118
 - J. Approval of District-Wide Waste Removal Services (RFP #: 24-11) 120
 - K. Seguin Independent School District Purchasing Cooperative Management Fees Report 2023-2024 122
 - L. Information Regarding Seguin ISD's Participation in the ESC XIII Regional Day School Program for the Deaf (RDSPD) 124
 - M. Information Regarding Purchases Through the DIR Purchasing Cooperative for a total cost of \$167,495 125
 - N. Information Regarding Purchases Through the TIPS Purchasing Cooperative for a total cost of \$77,016 126

O. Personnel Information - Professional Employees	127
P. Acknowledge Public Information Act Requests April - May 2024	130
8. Action Items	
A. Approval of Proposed Revisions to DEC (LOCAL) Board Policy	132
B. Deliberation and Possible Action on a Resolution Relating to Establishing the District's Intention to Reimburse Itself for the Prior Lawful Expenditures from Bond Proceeds and Other Matters in Connection Therewith	143
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 Rodriguez Elementary School, Patlan Elementary School, Barnes Middle School, and Seguin High School**
- **Superintendent’s Student Advisory Team**
- **Seguin High School Spring 2024 Associate Degree recipients**
- **Seguin High School 2024 UIL 5A State Track & Field Championship Meet competitors**
- **Seguin High School Esports Team participated in the State Meet**
- **Best Communities for Music Education Award**
- **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: 05/21/24
(Signature) Dr. Veronica Vijil, Superintendent
(Name) 1221 E. Kingsbury St., Seguin, TX 78155
(Address) (830) 401-8614
(Telephone)

RECOGNITION ITEM: Campus Highlight

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

Tonight's presentation is provided courtesy of Patlan Elementary. Principal Annaliza Rangel and her leadership team will highlight their writing initiative, Write Stuff. By fostering a culture of writing and continuous improvement, this initiative empowers students to become better writers.

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: Veronica Vijil Date Submitted: 05/21/24
(Signature) _____
(Name) Dr. Veronica Vijil, Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614

INFORMATION ITEM: **Demographic Study Presented by Zonda Education**

RECOMMENDATION: That the Board of Trustees receive information regarding the demograhpic study performed by Zonda Education.


RATIONALE: Seguin ISD hired constultants to perform an updated demography study to aid in planning specifically to aid in budget and facility planning.

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

BUDGET IMPACT / INFORMATION:

EXHIBITS: Presentation

RESOURCE PERSONNEL: Elizabeth Oaks, Chief Financial Officer, RTSBA

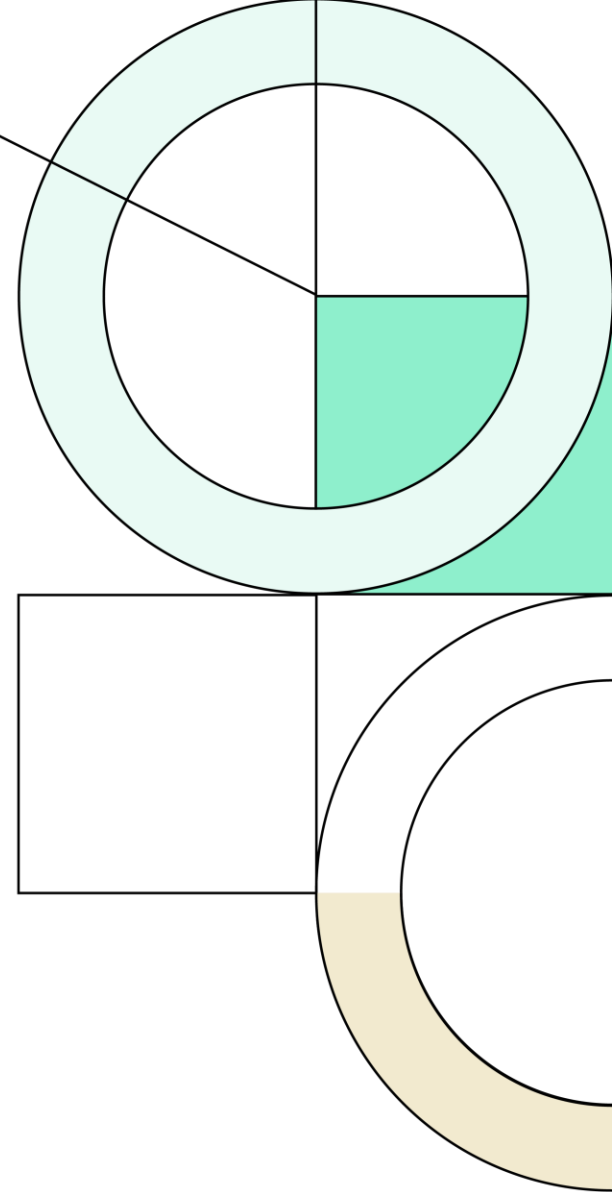
Submitted by:  Date Submitted: 05/21/24
 (Signature) _____
 (Name) Dr. Veronica Vijil, Superintendent
 (Address) 1221 E. Kingsbury St., Seguin, TX 78155
 (Telephone) (830) 401-8614



Seguin Independent School District

Demographic Study Spring 2024

May 21, 2024

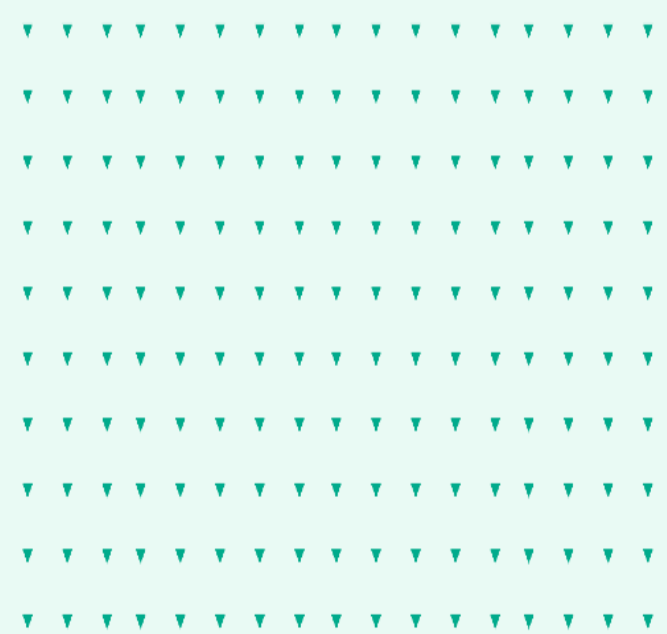
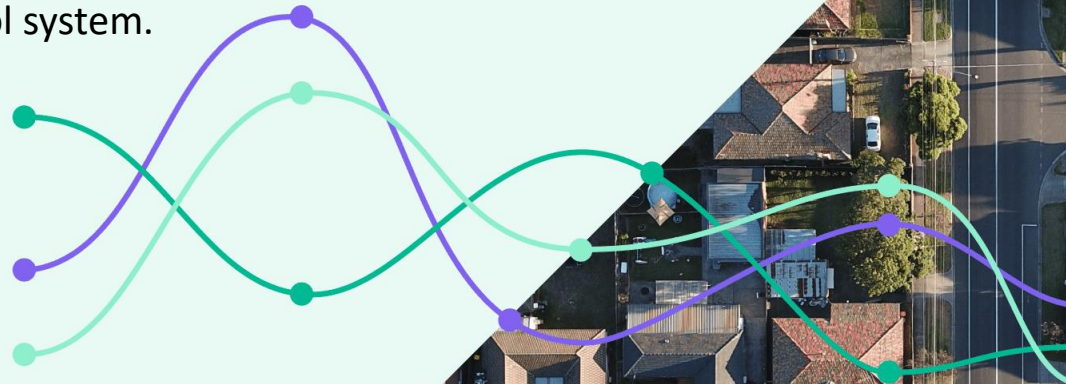


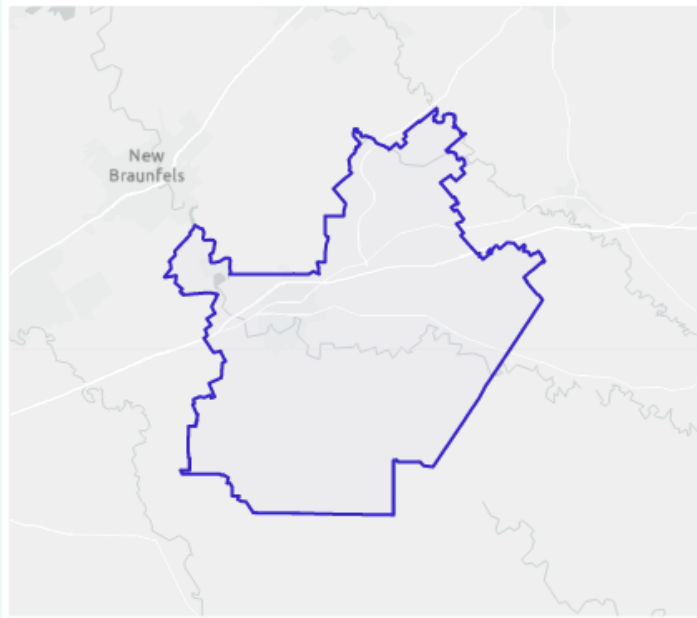
Zonda™

Education

Zonda's demographic division, formerly Templeton Demographics, was established in 2006 and has been assisting public schools with demographic services for over 18 years. From day one, our mission has been to continually improve and provide accurate and timely data combined with outstanding consulting services. The fusion of demographics with unparalleled housing data from Zonda has made us a leader in the market. The data provides an in-depth look at how the impact of housing and development influences decisions made now and in the future across the nation. The 12 dedicated employees in our division work diligently to provide the best possible data and enrollment projections to help you make informed decisions for your school system.

We are the #1 demographer in the state of Texas and now work with clients in Arkansas, Colorado, Georgia, Missouri, Oklahoma, North Carolina and South Carolina.





POPULATION TRENDS AND KEY INDICATORS

SEGUIN ISD
Area: 369.55 square miles

49,284	18,445	2.60	41.4	\$59,491	\$234,916	82	97	79
Population	Households	Avg Size Household	Median Age	Median Household Income	Median Home Value	Wealth Index	Housing Affordability	Diversity Index

MORTGAGE INDICATORS



\$10,674

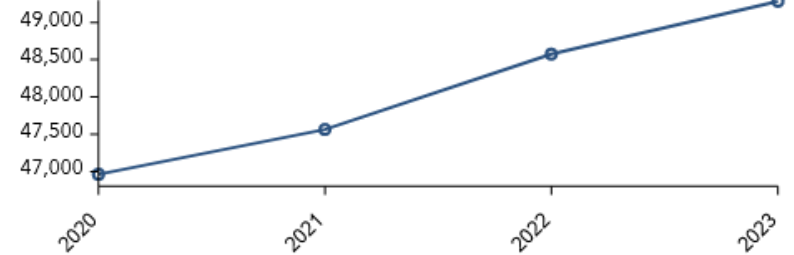
Avg Spent on Mortgage & Basics



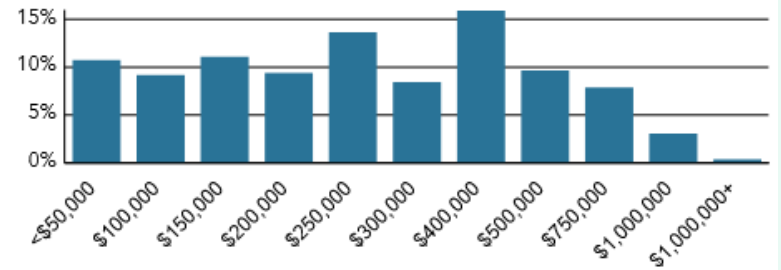
23.7%

Percent of Income for Mortgage

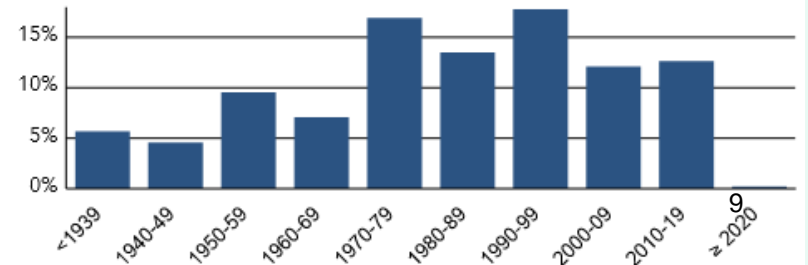
Historical Trends: Population



Home Value



Housing: Year Built

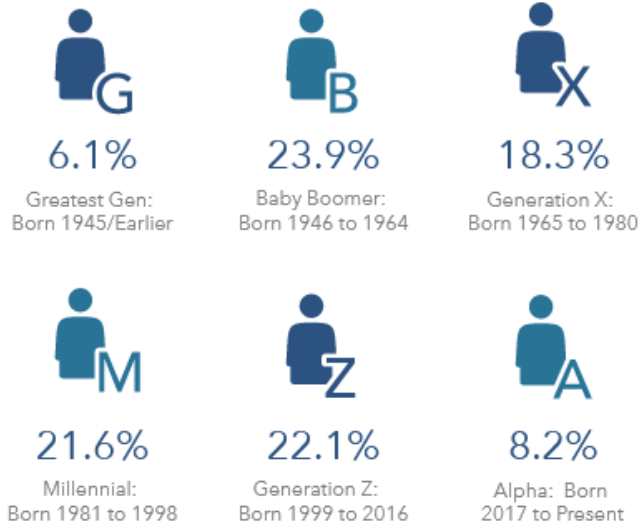


POPULATION BY AGE



■ Under 18 (21.5%)
 ■ Ages 18 to 64 (57.0%)
 ■ Aged 65+ (21.5%)

POPULATION BY GENERATION

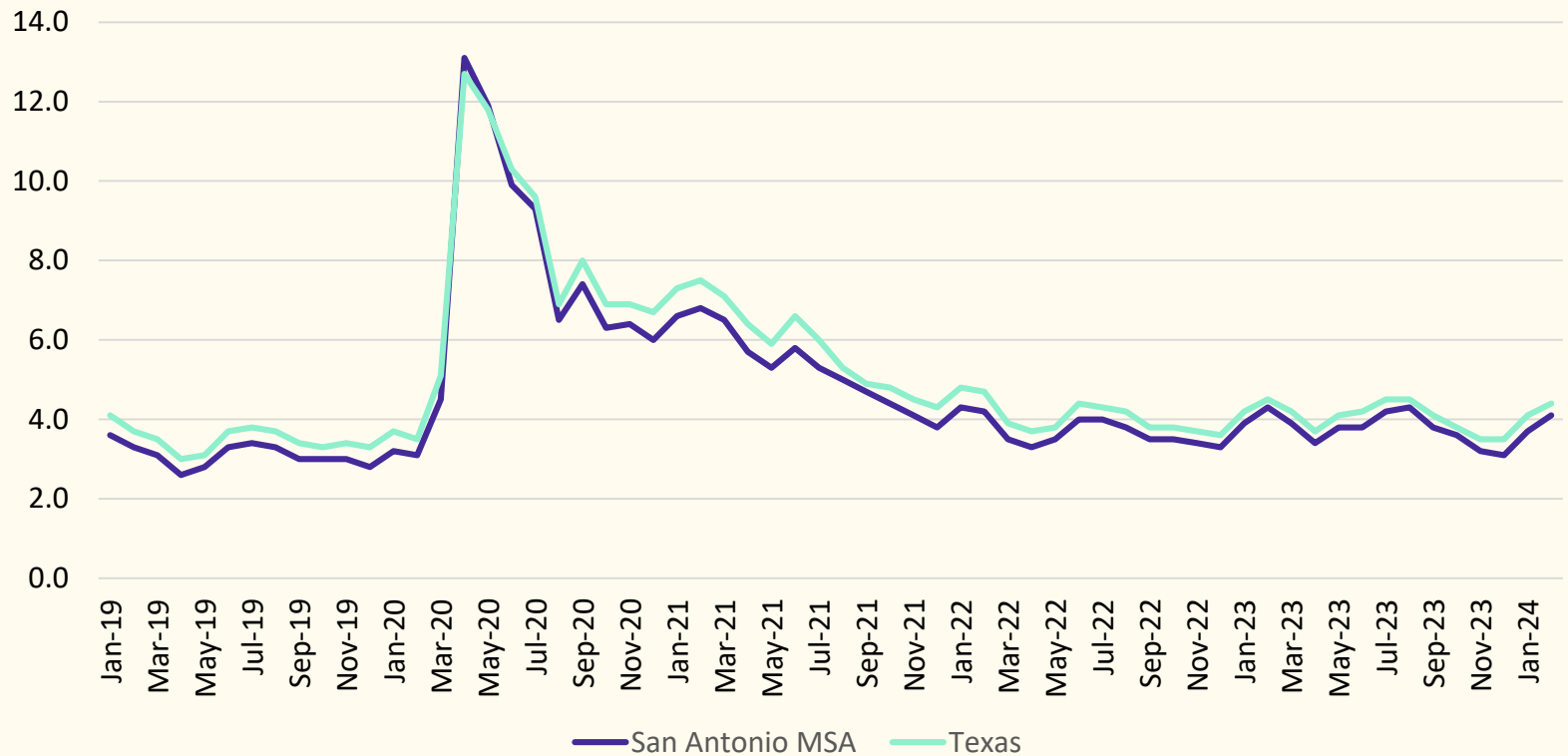


Source: This infographic contains data provided by Esri (2023, 2028), Esri-U.S. BLS (2023), ACS (2017-2021). © 2024 Esri

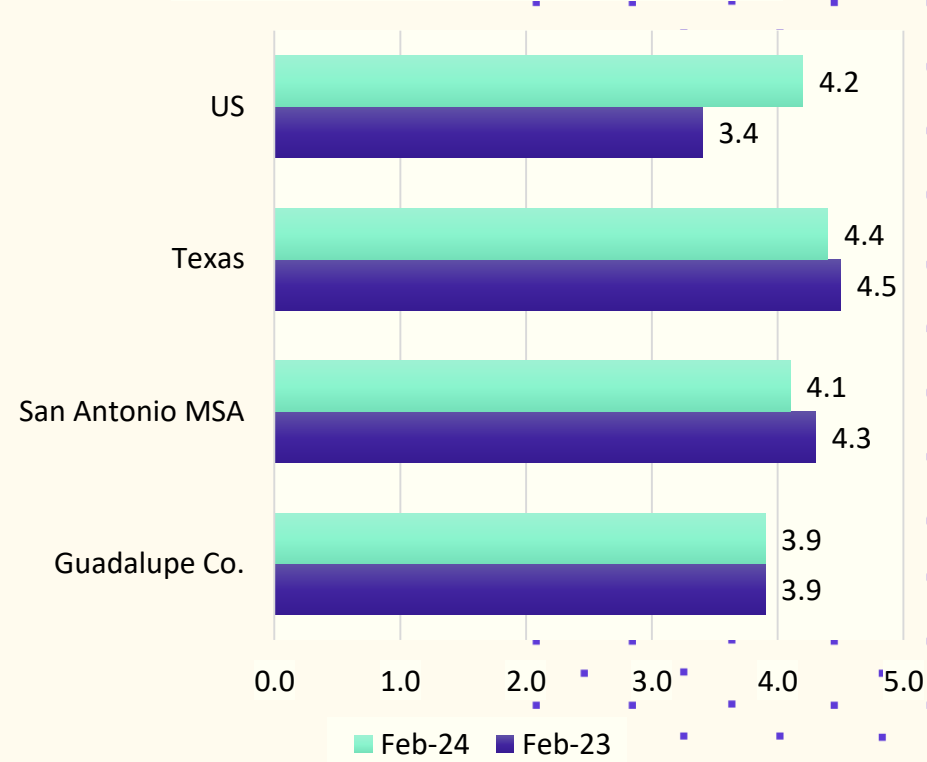


Local Economic Conditions

Unemployment Rate, Jan 2019 - Feb 2023



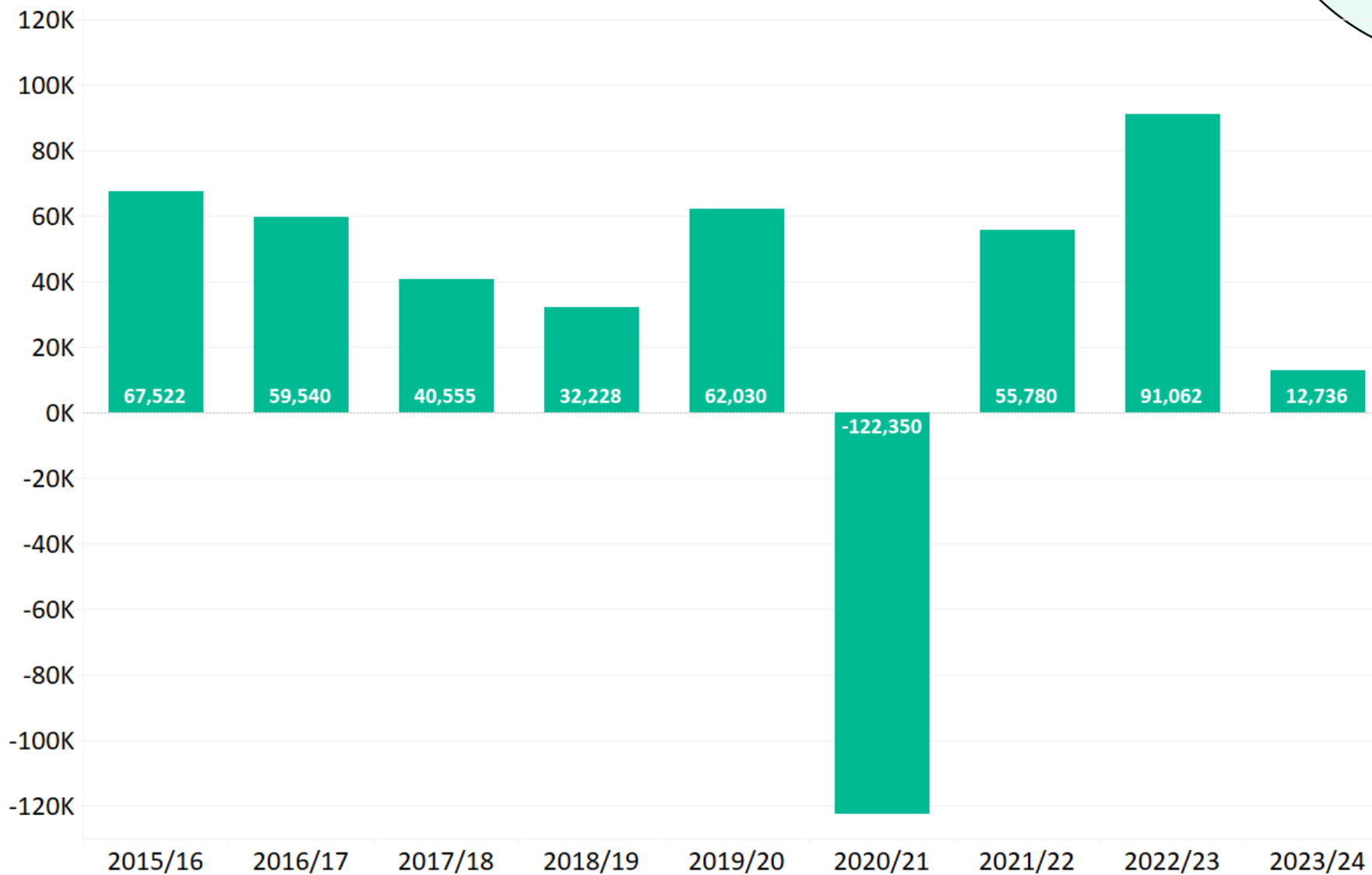
Unemployment Rates, Year Over Year





State Enrollment Trends

Texas ISD Enrollment Change





State Enrollment Trends

2022-2023

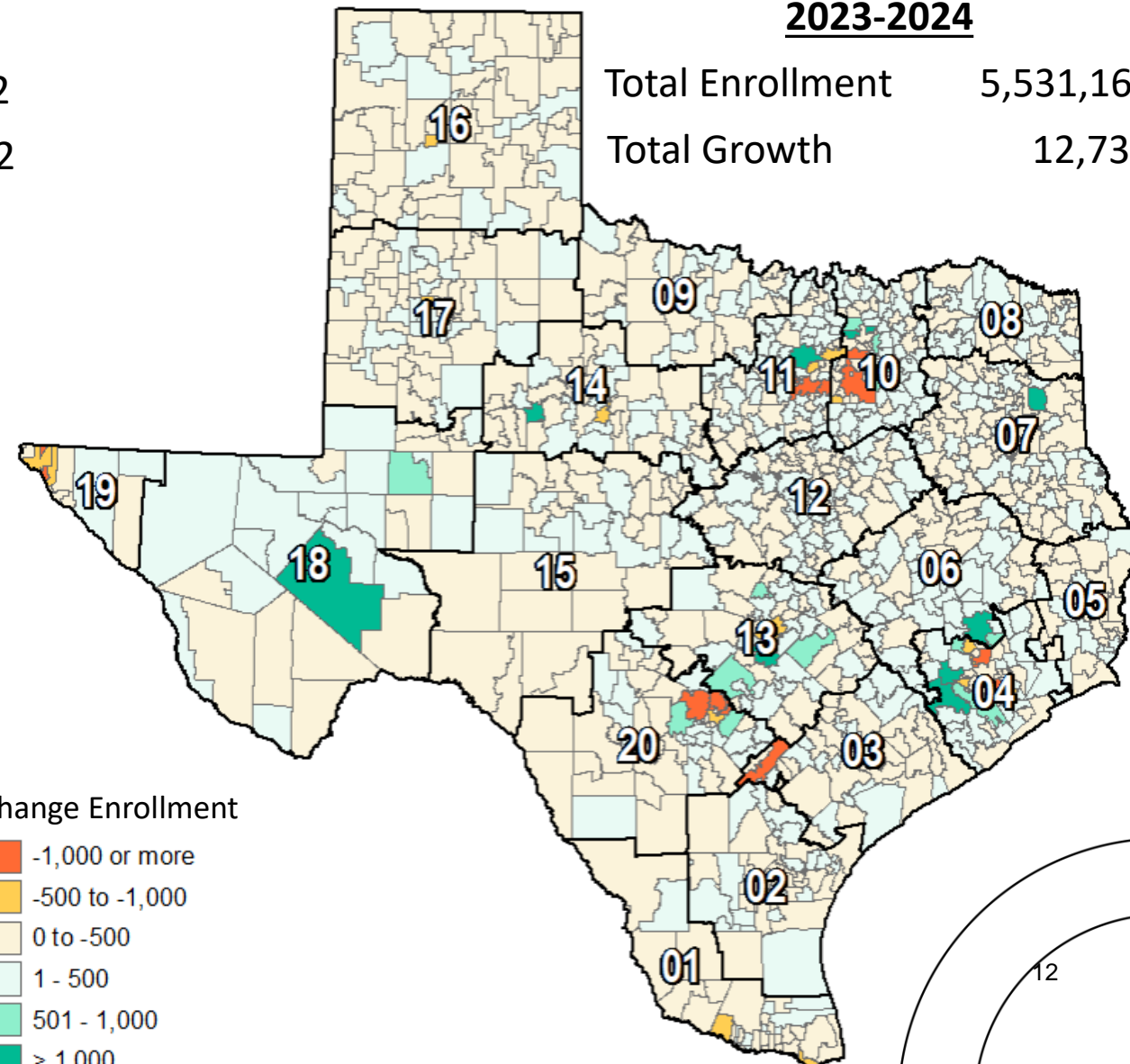
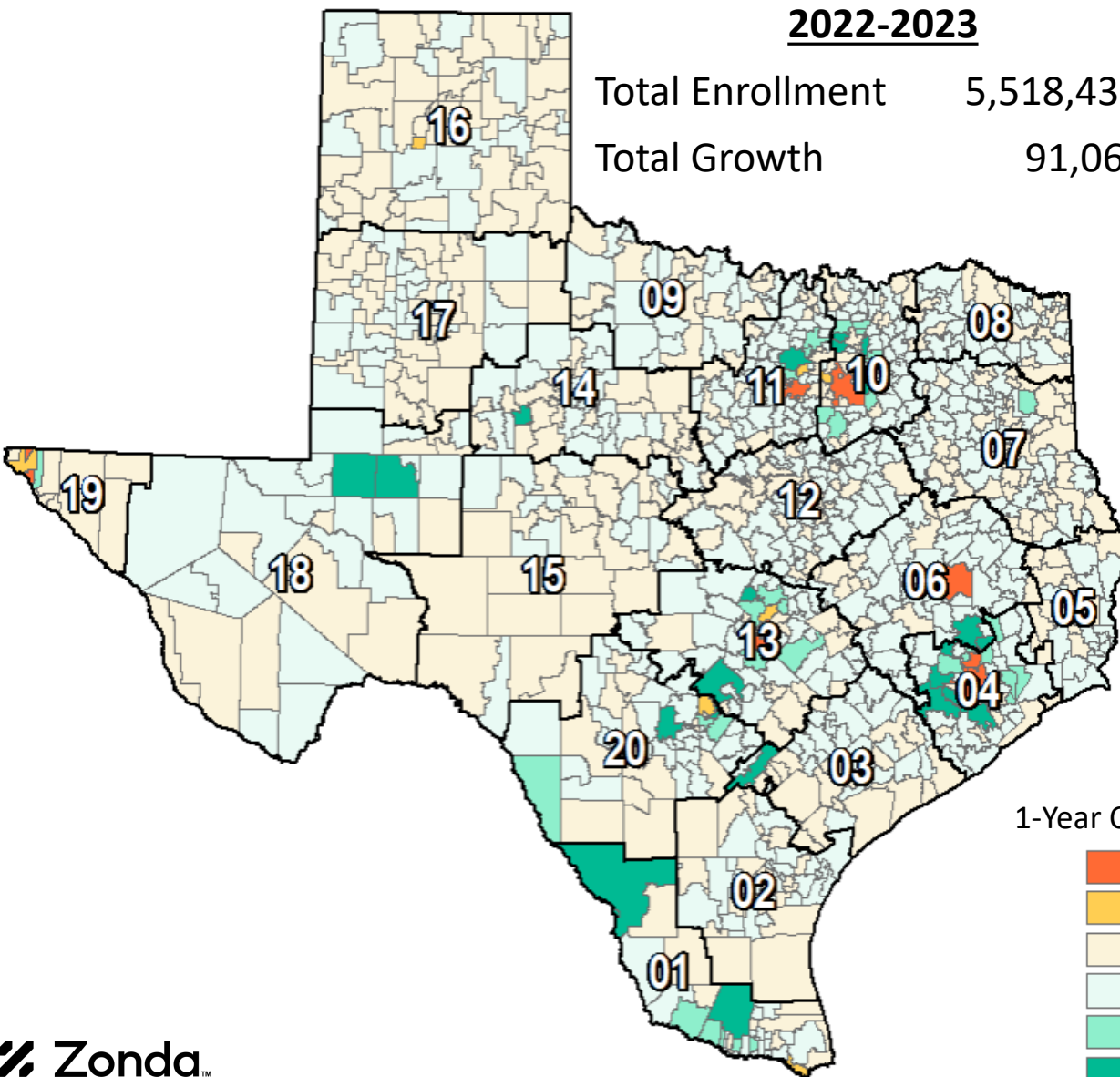
Total Enrollment 5,518,432

Total Growth 91,062

2023-2024

Total Enrollment 5,531,168

Total Growth 12,736



1-Year Change Enrollment

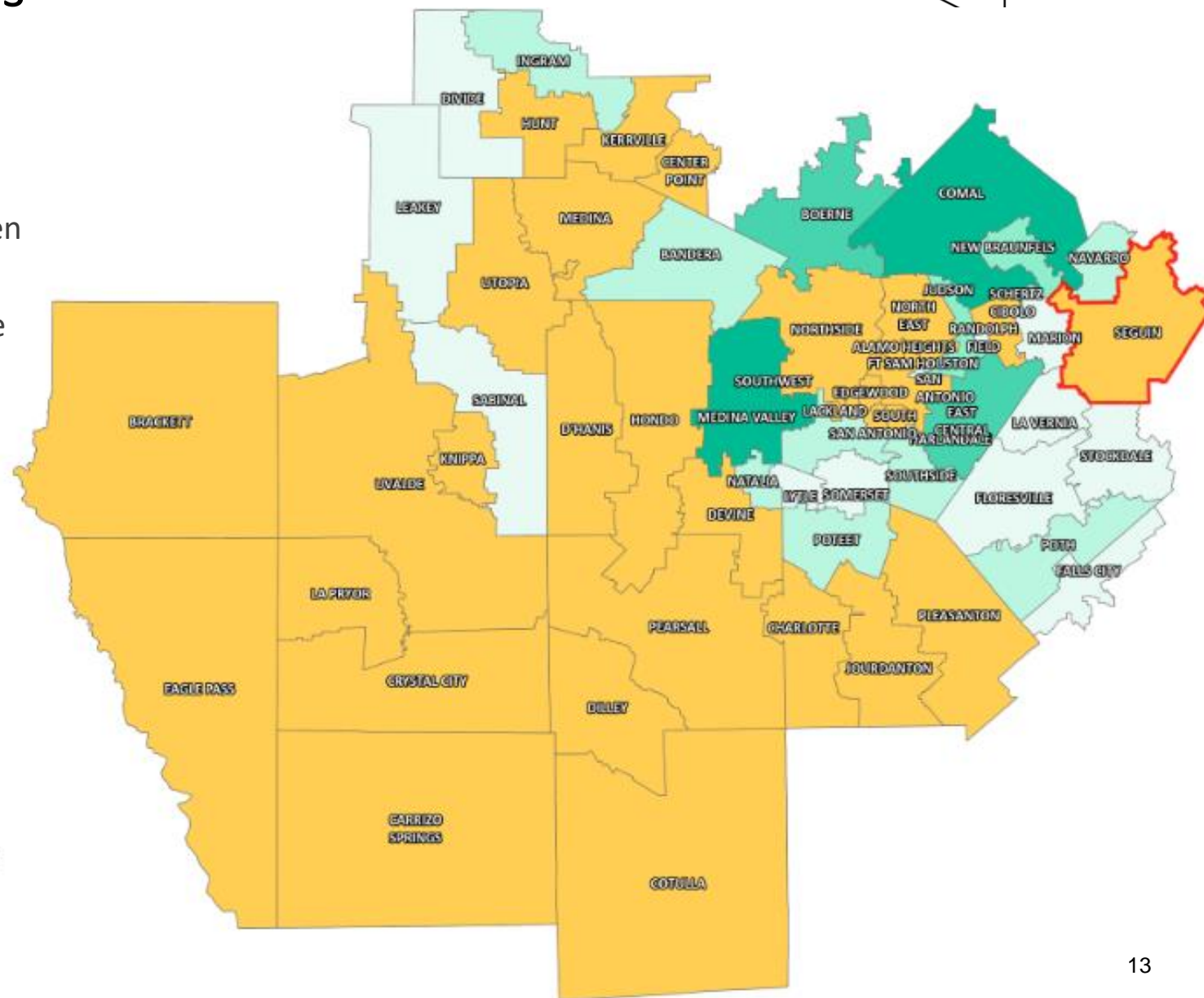
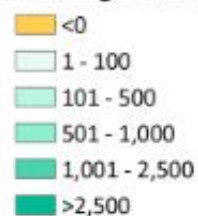
- -1,000 or more
- -500 to -1,000
- 0 to -500
- 1 - 500
- 501 - 1,000
- > 1,000



Region 20 Enrollment Trends

- Seguin ISD enrollment declined by 52 students between 2018/19 and 2023/24 (-0.7%).
- SISD enrollment increased by 75 students, or 1%, since 2022/23
- Student enrollment declined by 4,285 students from 2022/23, in Region 20 (-1% growth).

5-Year Change Enrollment





San Antonio New Home Ranking Report

ISD Ranked by Annual Closings – 1Q24

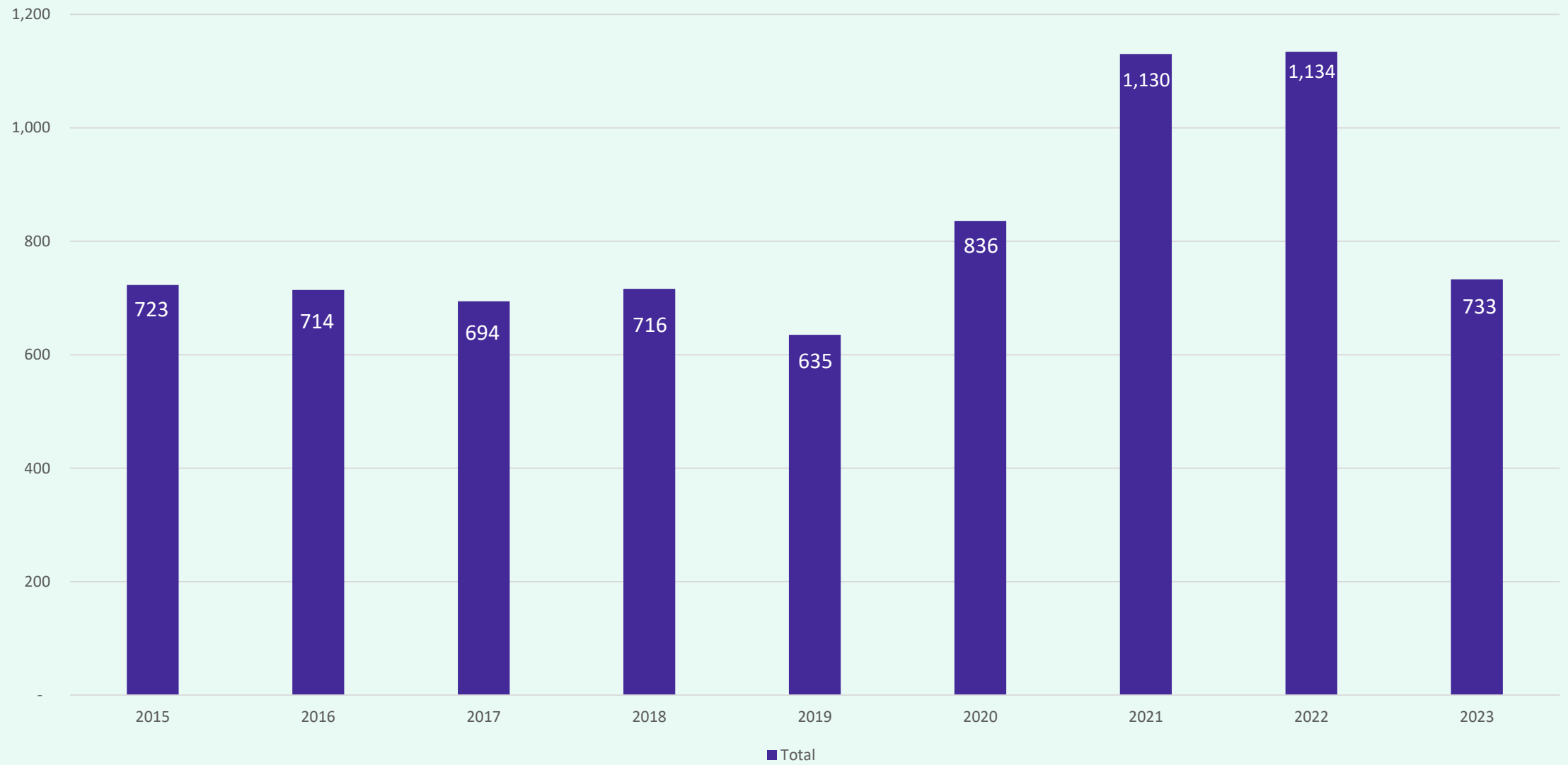
Rank	District Name	Annual Starts	Annual Closings	Inventory	VDL	Future
1	NORTHSIDE ISD (BEXAR)	3,403	3,625	2,242	6,817	22,741
2	COMAL ISD	2,537	2,918	1,865	4,945	23,012
3	EAST CENTRAL ISD	1,653	2,094	964	4,679	24,881
4	MEDINA VALLEY ISD	2,155	2,087	1,456	4,197	28,248
5	SOUTHWEST ISD	1,079	1,186	646	2,295	7,897
6	JUDSON ISD	803	1,068	495	701	1,120
7	SCHERTZ CIBOLO ISD	717	831	453	1,746	6,698
8	NAVARRO ISD	840	824	529	1,443	6,317
9	BOERNE ISD	646	740	518	1,138	10,321
10	NEW BRAUNFELS ISD	490	642	306	1,262	6,275
11	SOUTHSIDE ISD	637	547	349	1,118	12,722
12	NORTH EAST ISD	358	451	234	789	5,491
13	SEGUIN ISD	347	358	224	669	5,630
14	SOUTH SAN ANTONIO ISD	137	203	132	331	620
15	SAN ANTONIO ISD	119	147	171	372	670
16	FLORESVILLE ISD	147	117	91	147	101
17	MARION ISD	157	76	109	202	4,495
18	LYTLE ISD	62	66	41	392	1,046
19	PLEASANTON ISD	59	48	22	59	50
20	ALAMO HEIGHTS ISD	18	46	35	18	19

* Based on additional Zonda Education housing research

** Totals **DO NOT** include Age-restricted communities



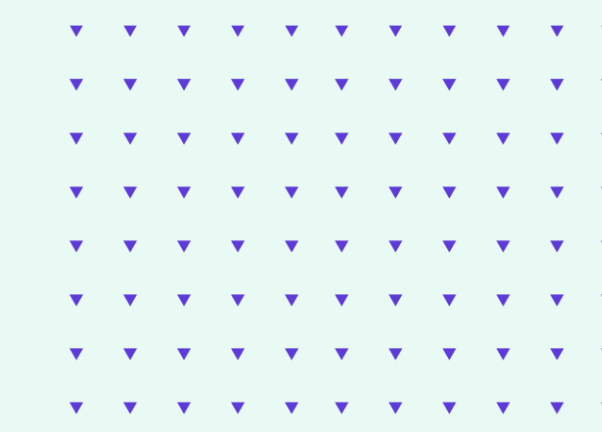
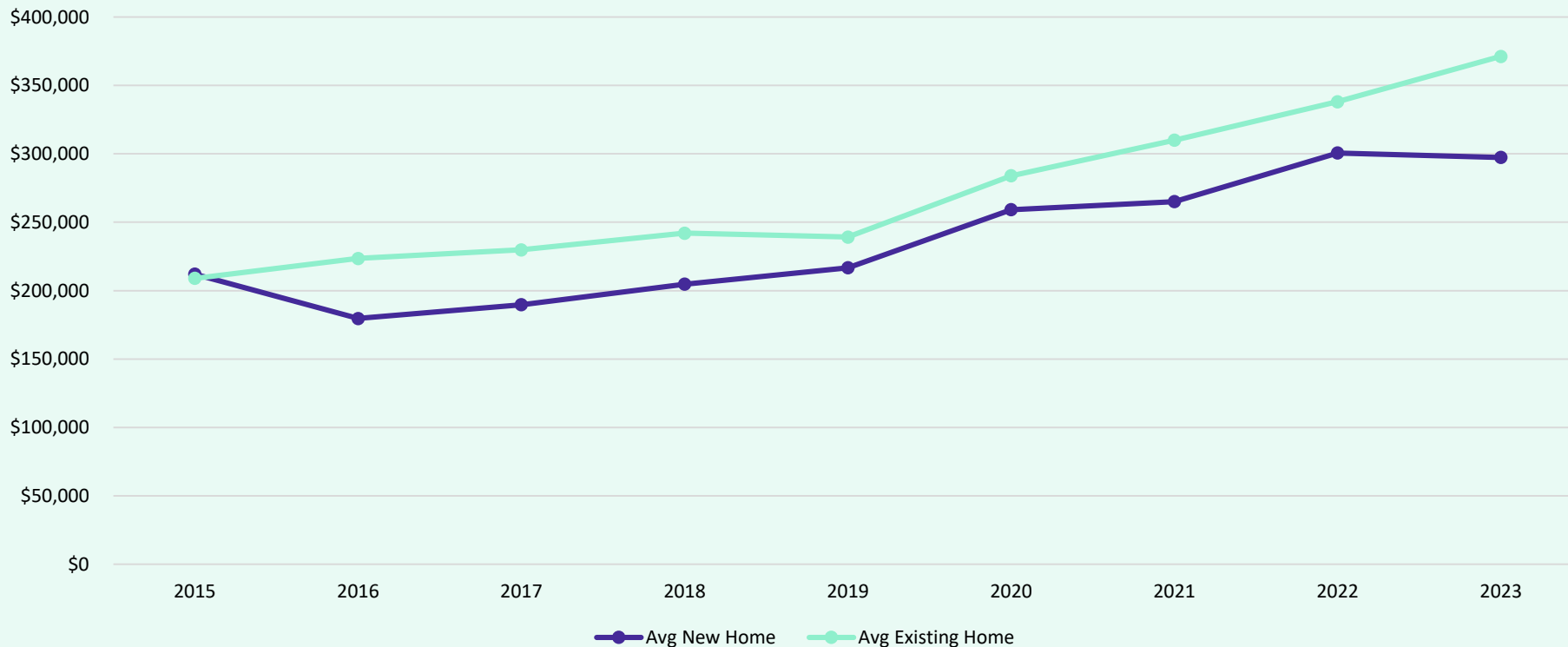
Seguin ISD Historical Home Sales





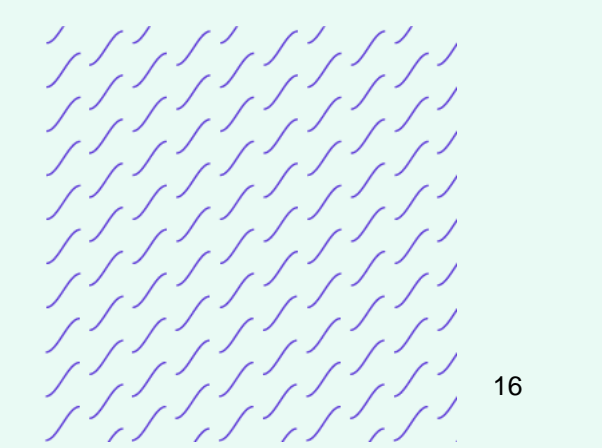
Seguin ISD Home Price Analysis

New vs. Existing Sale Price, 2015 - 2023



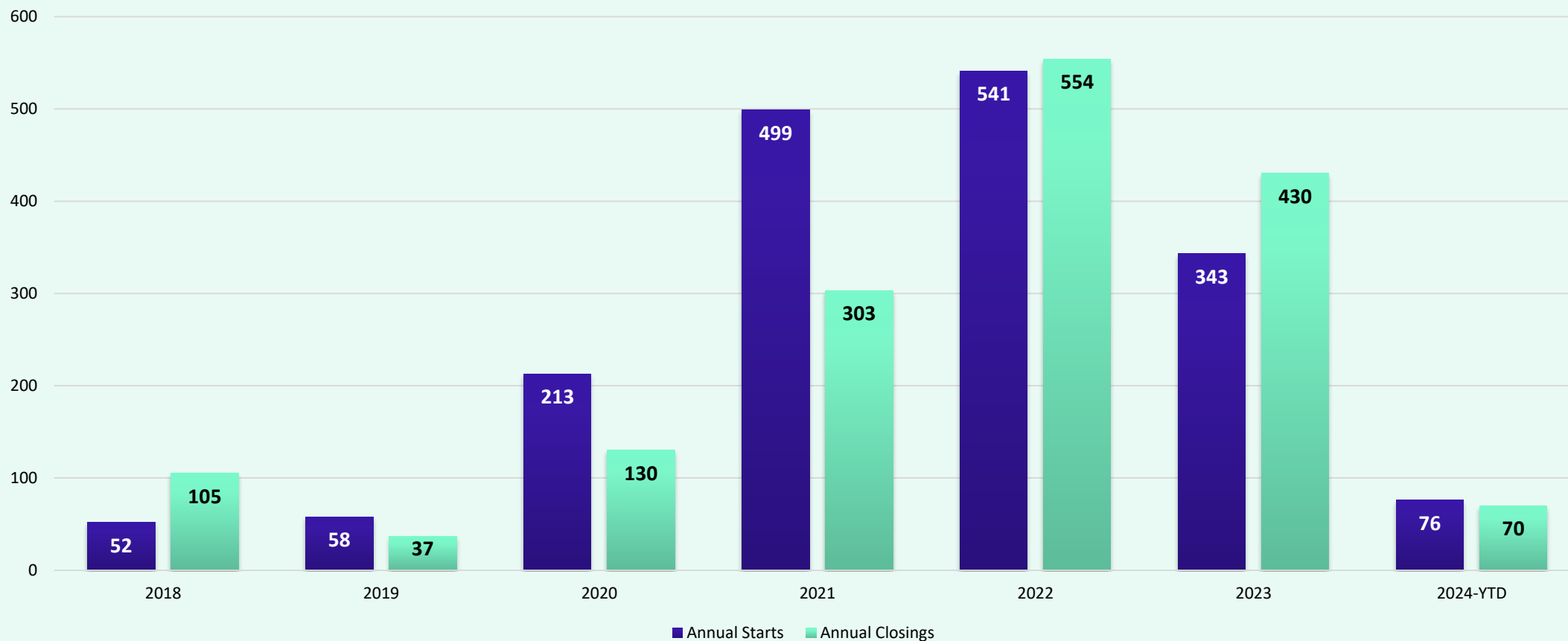
	Avg New Home	Avg Existing Home
2015	\$212,086	\$209,037
2016	\$179,647	\$223,503
2017	\$189,733	\$229,874
2018	\$204,745	\$241,975
2019	\$216,708	\$239,217
2020	\$259,167	\$283,938
2021	\$265,107	\$309,973
2022	\$300,655	\$338,148
2023	\$297,399	\$371,248

- The average new home sale price in Seguin ISD has risen 40% between 2015 and 2023, an increase of over \$85,000
- The average existing home sale price in SISD has risen 78% in the last 8 years, an increase of over \$162,000





Seguin New Home Starts and Closings



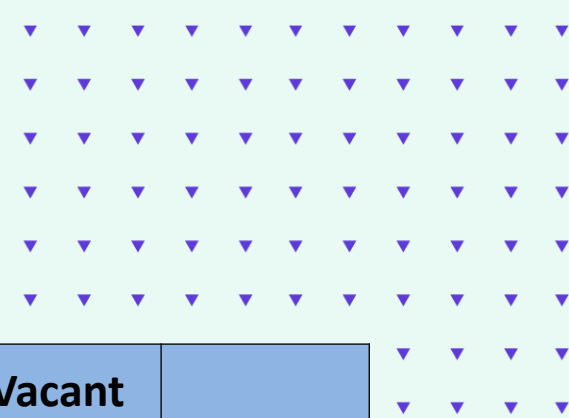
Starts	2018	2019	2020	2021	2022	2023	2024
1Q	29	14	12	111	164	72	76
2Q	20	18	41	56	221	90	
3Q	6	8	72	141	124	131	
4Q	3	18	88	191	32	50	
Total	52	58	213	499	541	343	76

Closings	2018	2019	2020	2021	2022	2023	2024
1Q	22	0	6	39	74	143	70
2Q	38	10	11	96	175	94	
3Q	39	9	60	127	196	115	
4Q	6	18	53	41	109	78	
Total	105	37	130	303	554	430	70



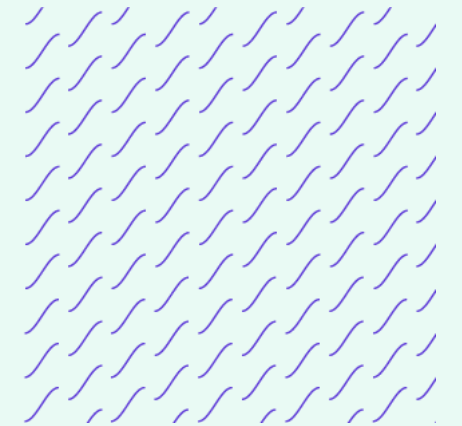


District Housing Overview by Elementary Zone



Elementary	Annual Starts	Quarter Starts	Annual Closings	Quarter Closings	Under Const.	Inventory	Vacant Dev. Lots	Future
JEFFERSON	27	20	12	1	20	25	31	0
KOENNECKE	28	8	30	11	8	17	152	1,143
MCQUEENEY	77	7	73	12	13	70	330	2,192
PATLAN	30	1	21	1	18	33	10	47
RODRIGUEZ	0	0	0	0	0	0	0	449
VOGEL	185	40	221	45	40	79	146	1,589
WEINERT	0	0	0	0	0	0	0	210
Grand Total	347	76	357	70	99	224	669	5,630

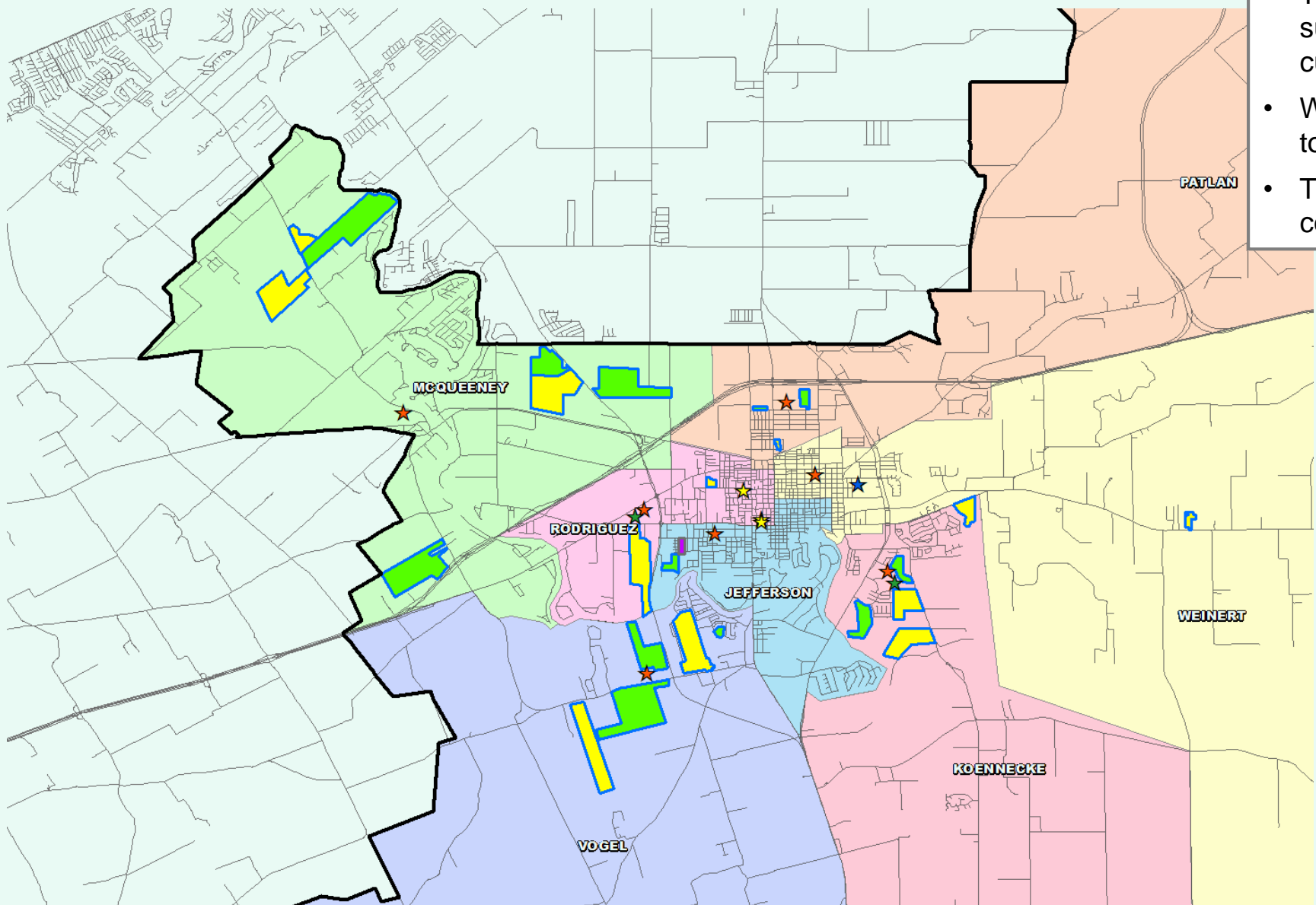
- Highest activity in the category
- Second highest activity in the category
- Third highest activity in the category





District Housing Overview

- The district has 13 actively building subdivisions, with more than 650 vacant lots currently available to build on
- Within SISD there are 12 future subdivisions, totaling more than 5,000 future lots
- There is one multifamily development under construction



Subdivisions

- ACTIVE
- FUTURE

Multi-Family Developments

- UNDER CONSTRUCTION

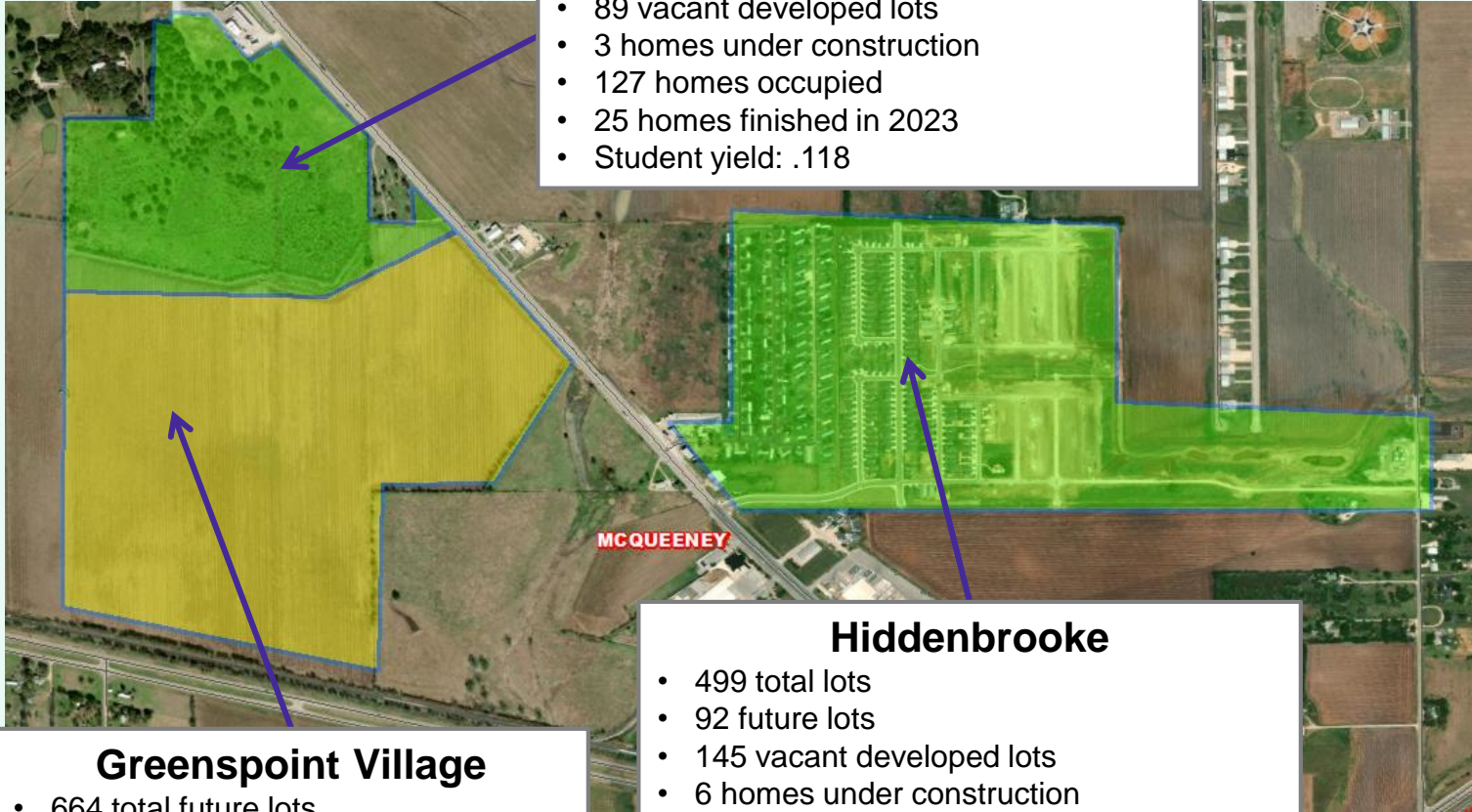


Residential Activity



Greenspoint Heights

- 336 total lots
- 109 future lots
- 89 vacant developed lots
- 3 homes under construction
- 127 homes occupied
- 25 homes finished in 2023
- Student yield: .118



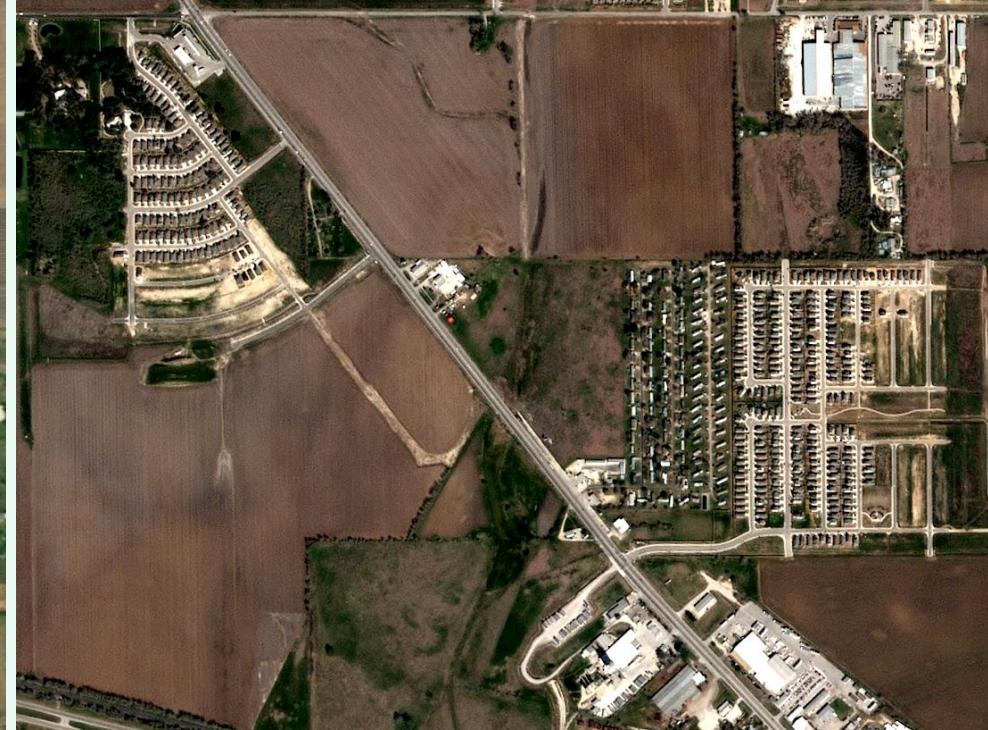
Greenspoint Village

- 664 total future lots

Hiddenbrooke

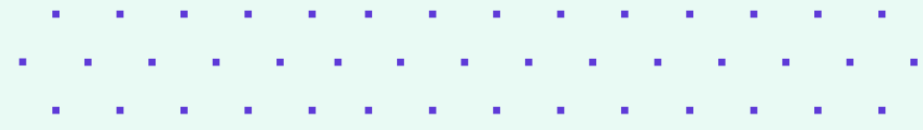
- 499 total lots
- 92 future lots
- 145 vacant developed lots
- 6 homes under construction
- 219 homes occupied
- 23 homes finished in 2023
- Student yield: .731

January 2024

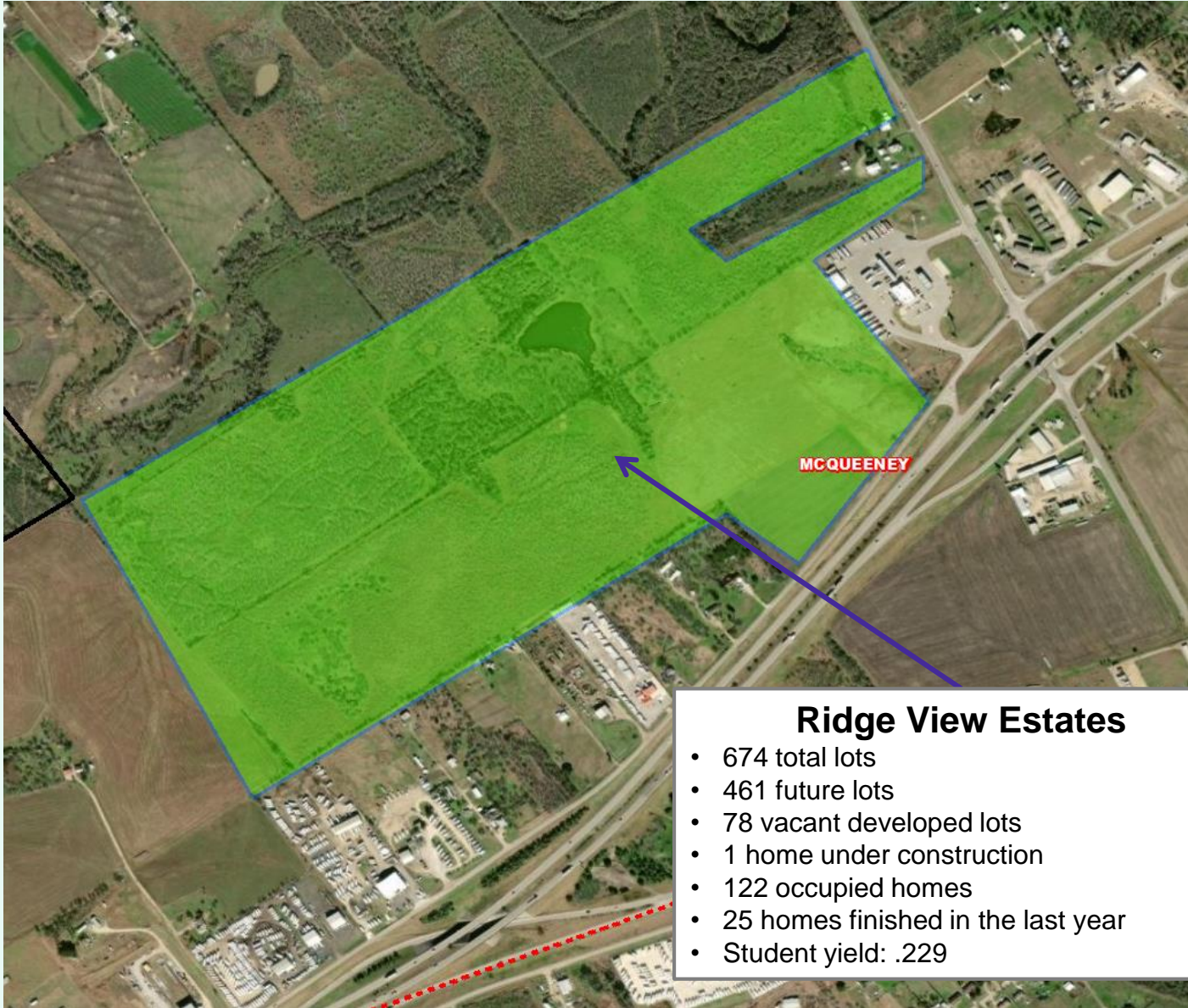




Residential Activity



January 2024



Ridge View Estates

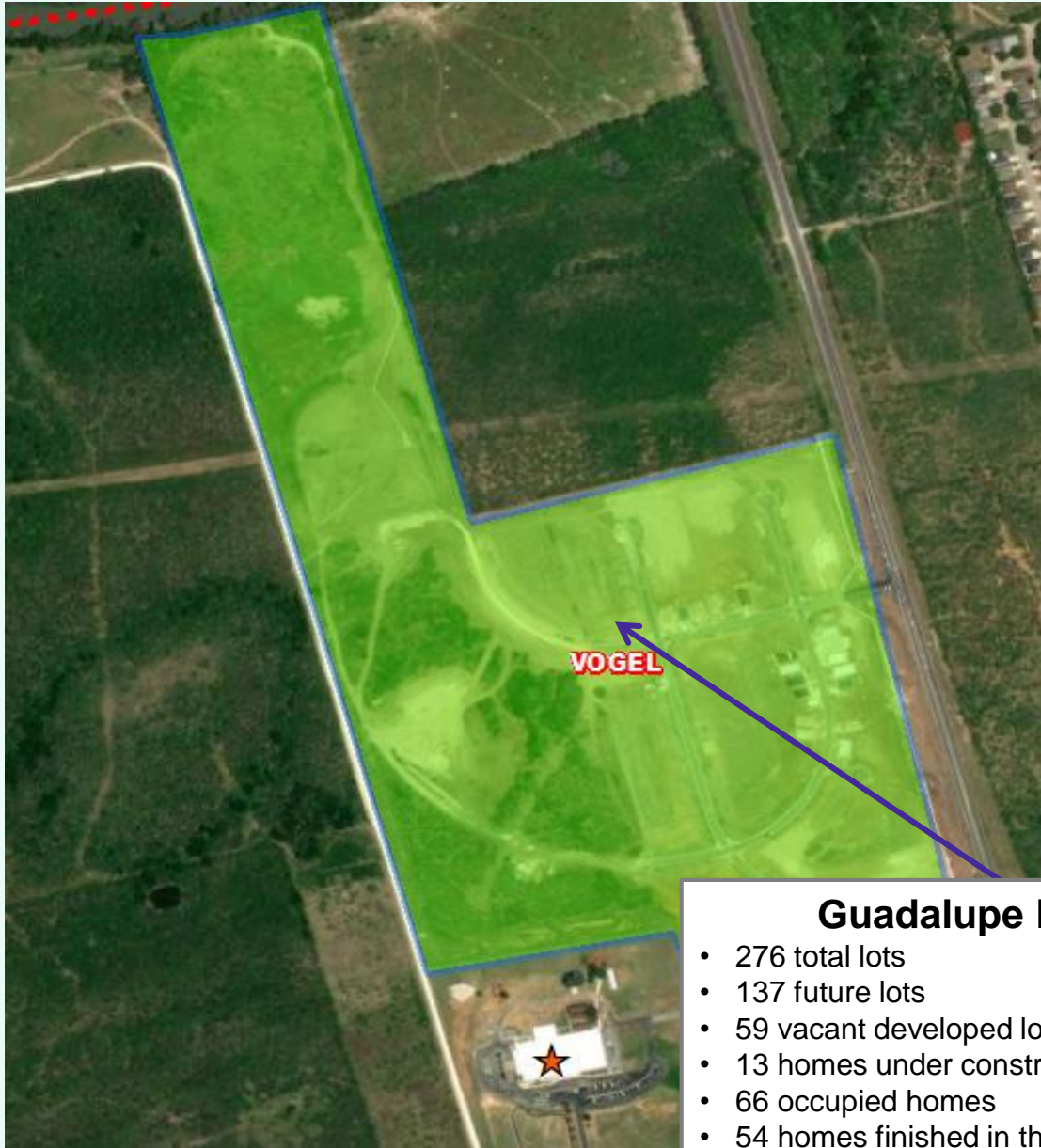
- 674 total lots
- 461 future lots
- 78 vacant developed lots
- 1 home under construction
- 122 occupied homes
- 25 homes finished in the last year
- Student yield: .229





Residential Activity

January 2024



Guadalupe Heights

- 276 total lots
- 137 future lots
- 59 vacant developed lots
- 13 homes under construction
- 66 occupied homes
- 54 homes finished in the last year
- Student yield: .288

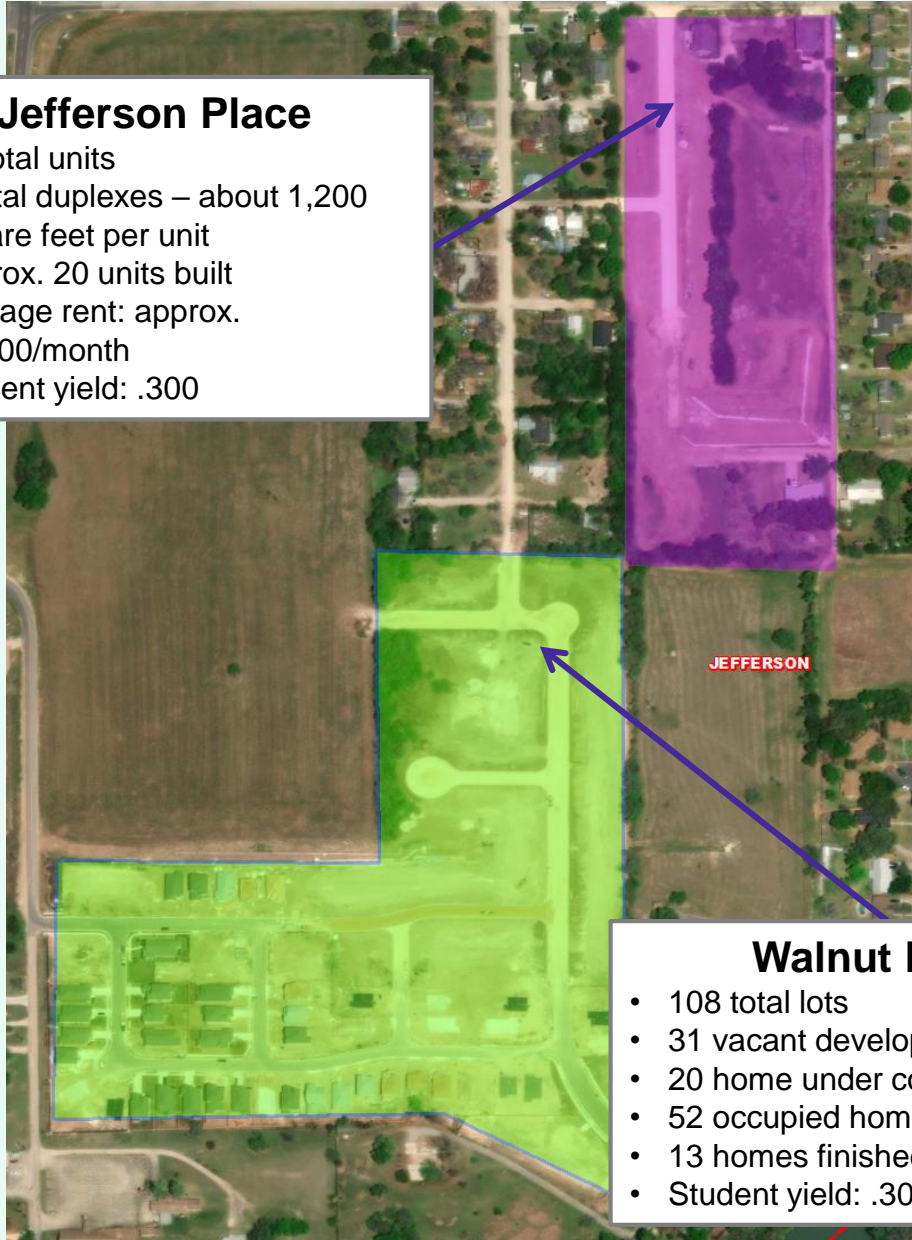


Residential Activity

January 2024

Jefferson Place

- 88 total units
- Rental duplexes – about 1,200 square feet per unit
- Approx. 20 units built
- Average rent: approx. \$1,500/month
- Student yield: .300



Walnut Ridge

- 108 total lots
- 31 vacant developed lots
- 20 home under construction
- 52 occupied homes
- 13 homes finished in the last year
- Student yield: .307





Future Residential Activity

March 2024

Nolte Farms

- 200 total lots
- 123 future homes
- 75 vacant developed lots
- 2 homes under construction

Greenfield

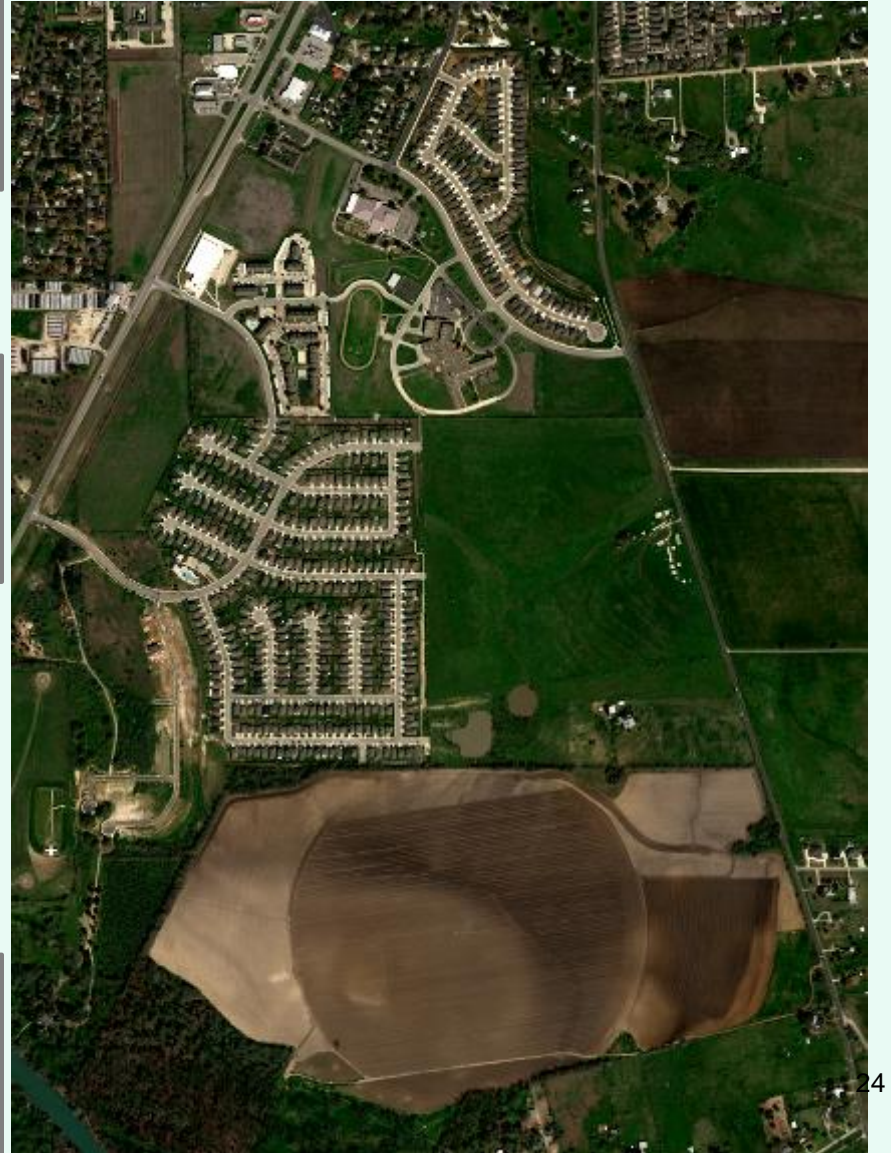
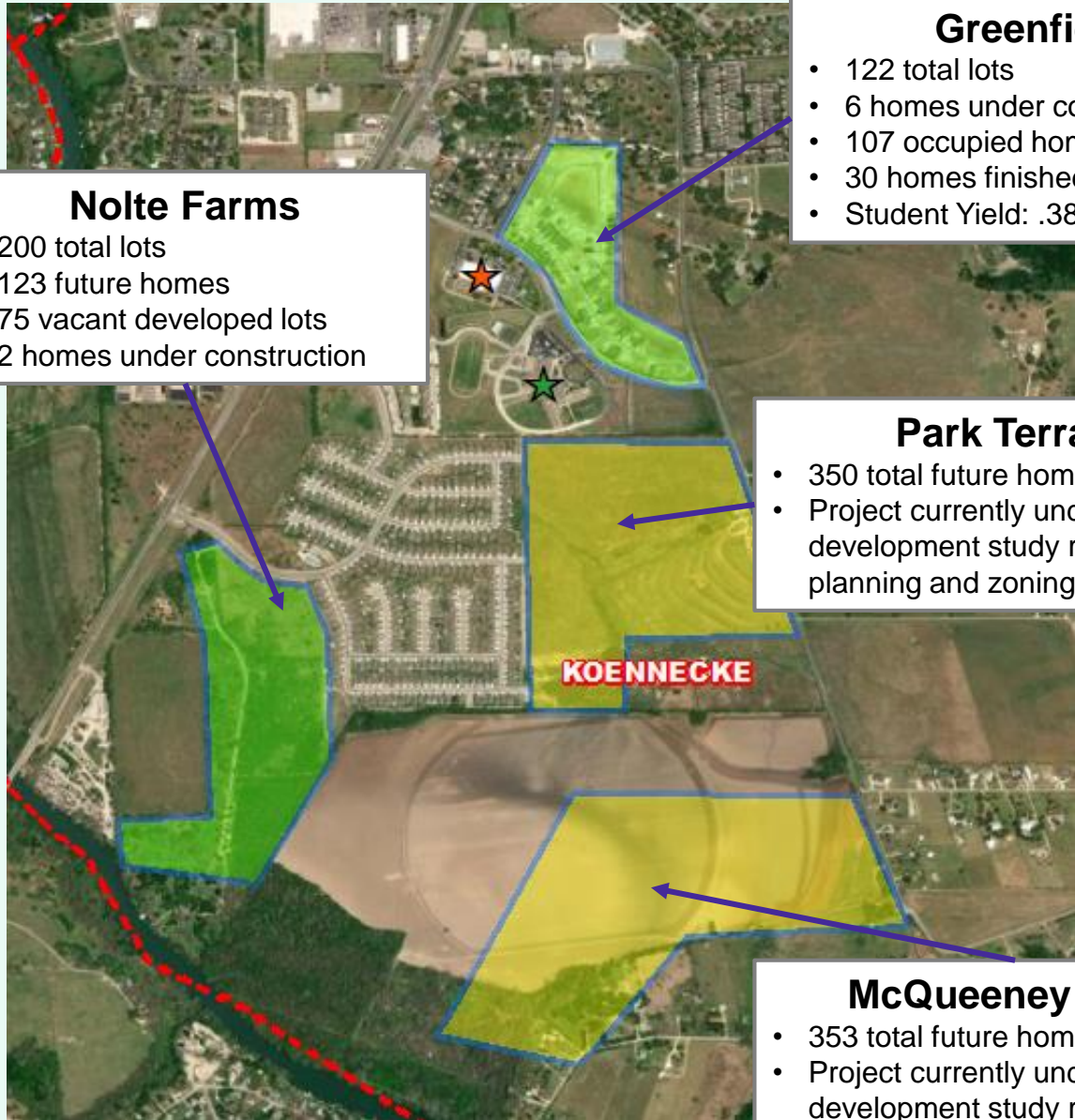
- 122 total lots
- 6 homes under construction
- 107 occupied homes
- 30 homes finished in last year
- Student Yield: .383

Park Terrace

- 350 total future homes
- Project currently under development study review by planning and zoning commission

McQueeney Point

- 353 total future homes
- Project currently under development study review by planning and zoning commission



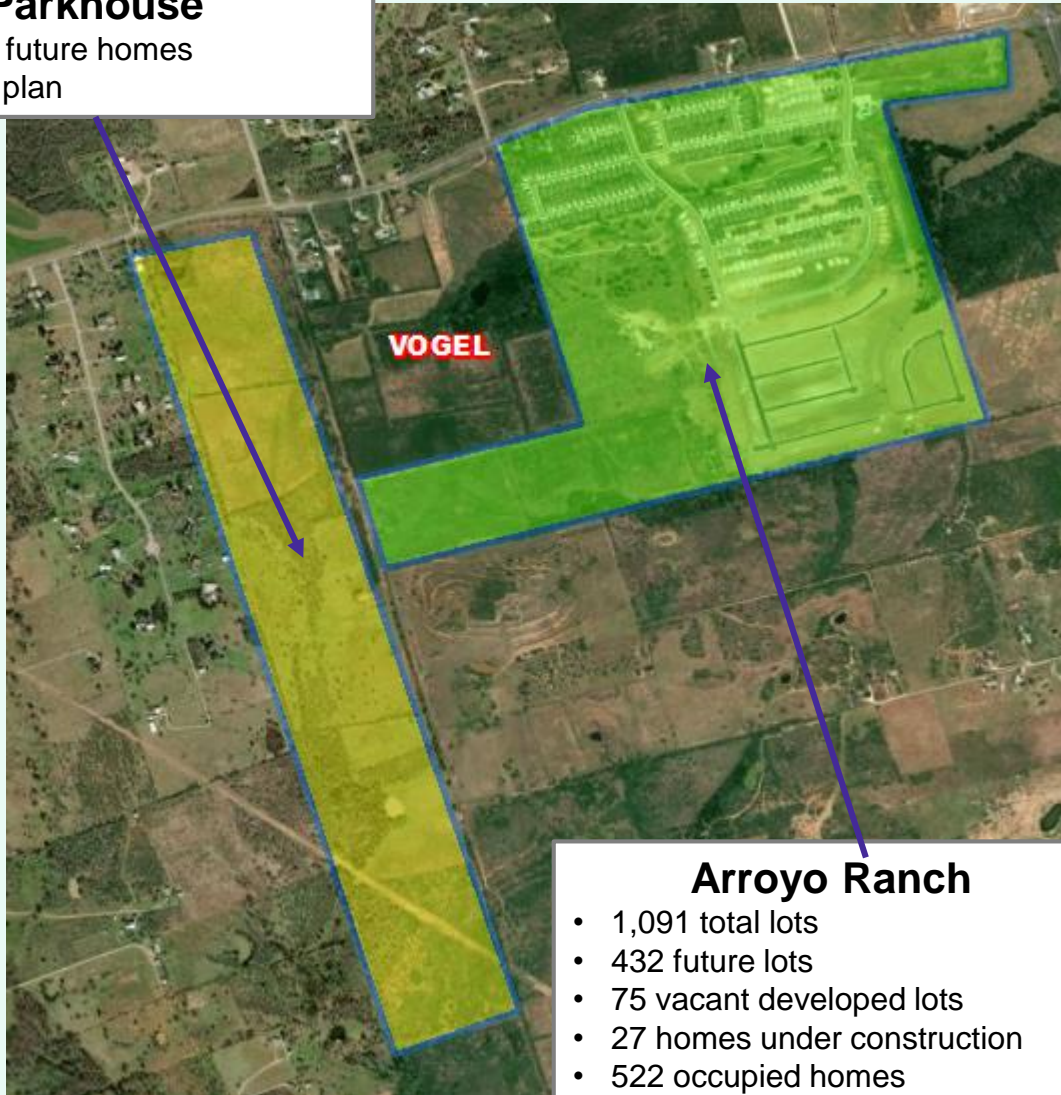


Future Residential Activity



Parkhouse

- 602 total future homes
- Concept plan



Arroyo Ranch

- 1,091 total lots
- 432 future lots
- 75 vacant developed lots
- 27 homes under construction
- 522 occupied homes
- Student yield: 0.375

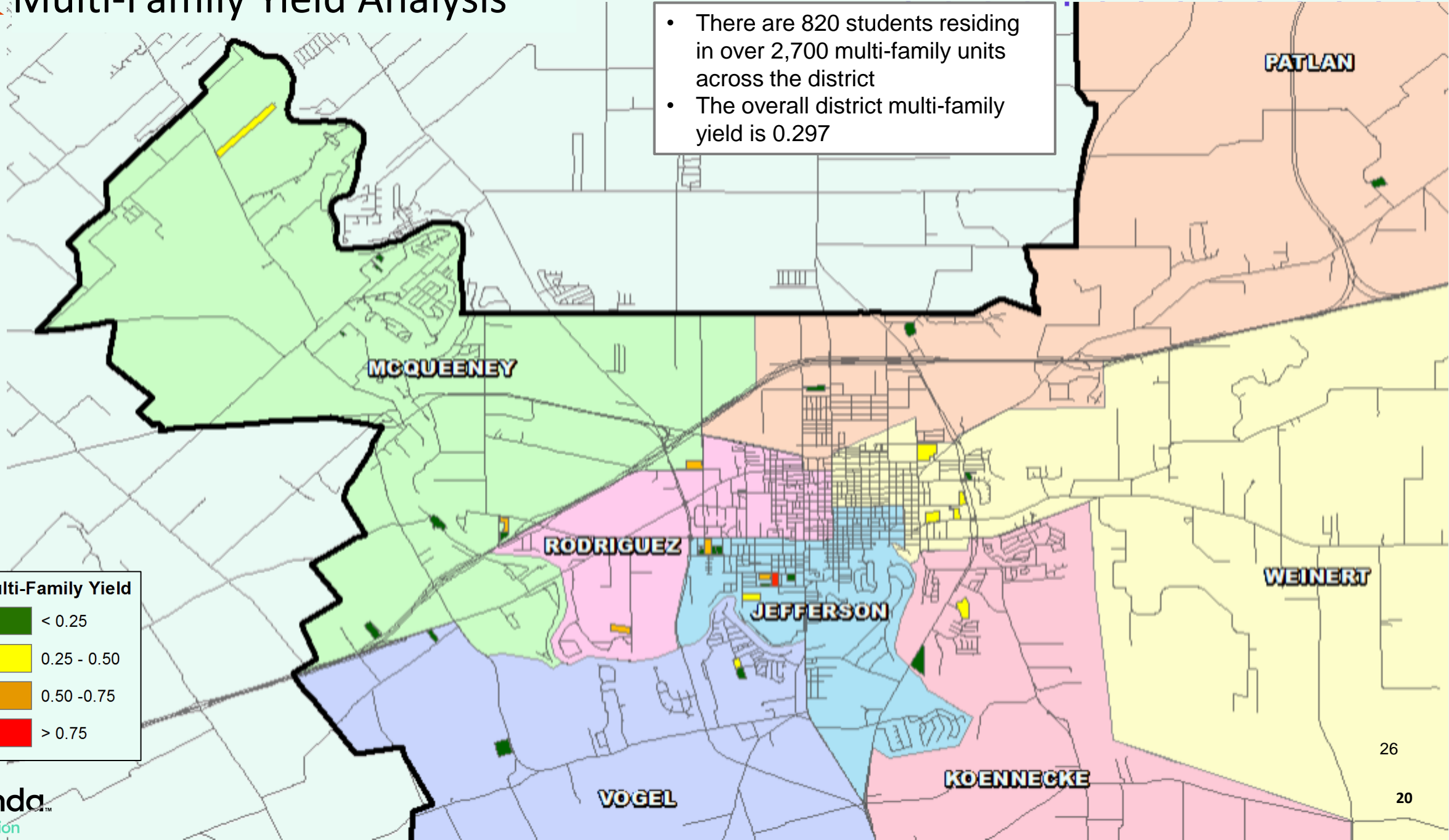
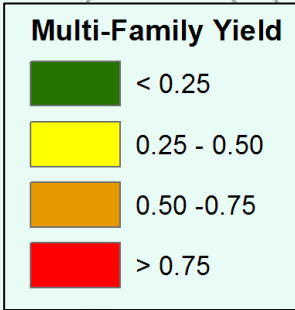
January 2024





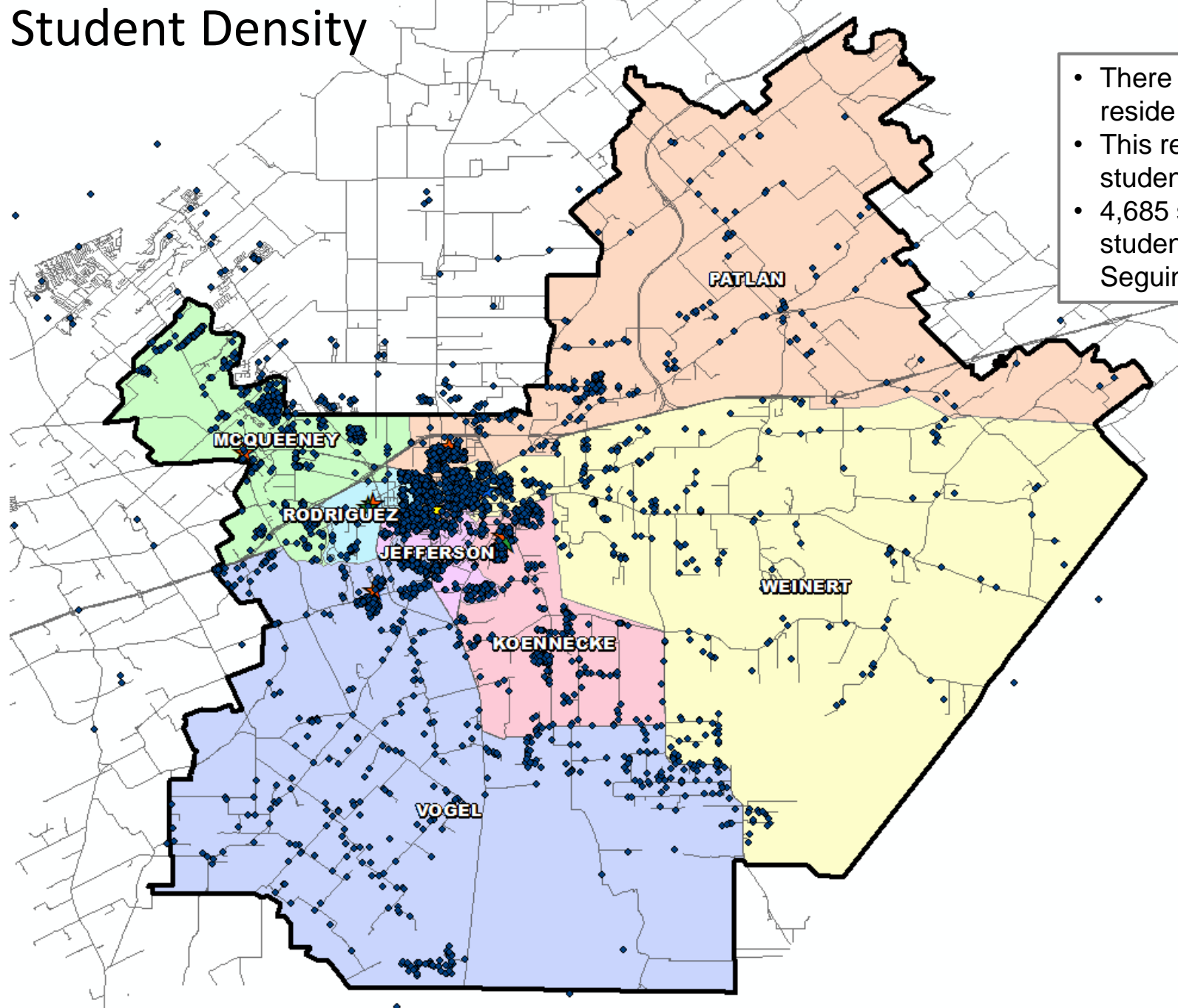
Multi-Family Yield Analysis

- There are 820 students residing in over 2,700 multi-family units across the district
- The overall district multi-family yield is 0.297





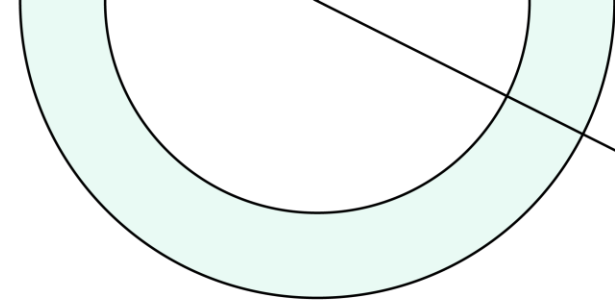
Student Density



- There are 235 students that currently reside outside the district
- This represents roughly 3.2% of the total student population
- 4,685 students, or 64% of the total student population resides within the Seguin city limits



TEA Transfer Report

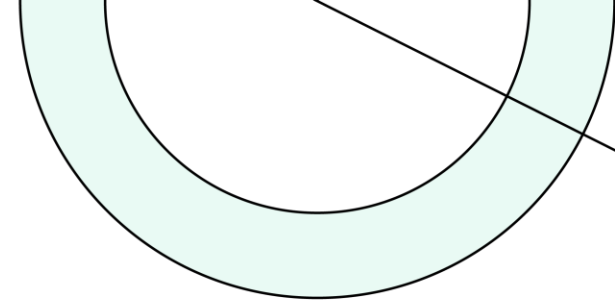


Transfers Out To:	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	5 Year Change
Comal ISD	21	16	14	11	10	10	-11
Fort Stockton ISD	0	0	0	0	0	16	+16
Hallsville ISD (Virtual)	3	13	24	24	24	27	+24
Marion ISD	73	61	57	54	46	42	-31
Navarro ISD	37	42	33	41	49	42	+5
New Braunfels ISD	11	3	11	13	10	12	+1
Premier High Schools	3	3	3	10	3	11	+8
Roscoe Collegiate ISD	0	0	0	3	3	24	+24
San Marcos CISD	0	10	3	3	3	3	+3
Schertz-Cibolo-Universal City (SD	3	3	10	10	3	11	+8
Southwest Preparatory School	187	210	174	210	220	240	+57
Texas College Preparatory Academies	3	3	11	3	15	14	+11
Total Transfers Out*	404	427	416	467	480	545	+141

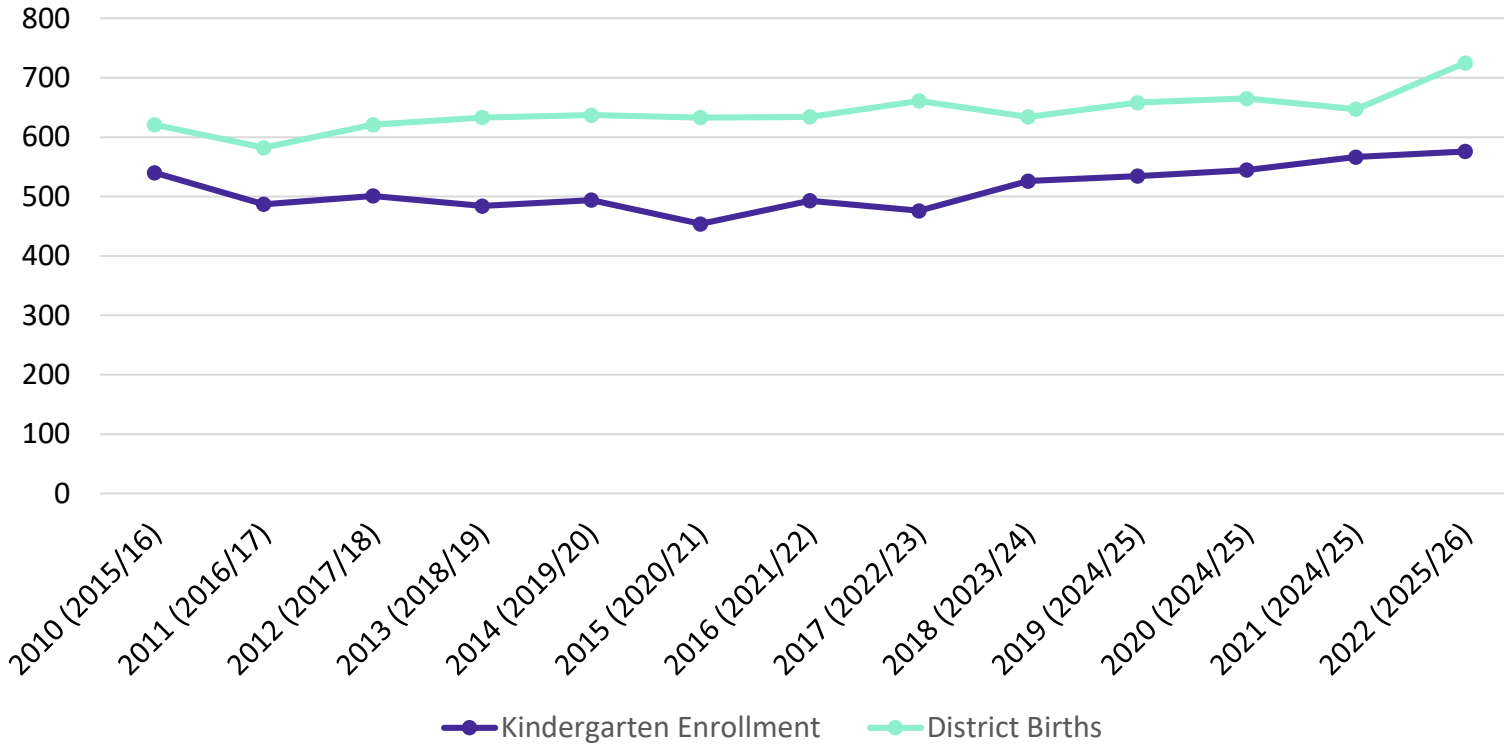
* Totals include additional districts due to TEA rounding rules



Birth Rate Slide



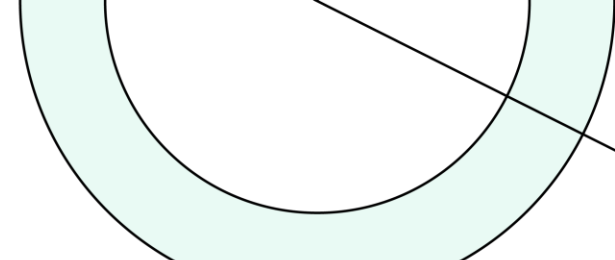
Seguin ISD KG Enrollment vs. District Births



Year	Kindergarten Enrollment	District Births	Ratio
2006 (2011/12)	592	683	0.867
2007 (2012/13)	580	661	0.877
2008 (2013/14)	559	662	0.844
2009 (2014/15)	526	643	0.818
2010 (2015/16)	540	621	0.870
2011 (2016/17)	487	582	0.837
2012 (2017/18)	501	621	0.807
2013 (2018/19)	484	633	0.765
2014 (2019/20)	494	637	0.776
2015 (2020/21)	454	633	0.717
2016 (2021/22)	493	634	0.778
2017 (2022/23)	476	661	0.720
2018 (2023/24)	526	634	0.830
2019 (2024/25)	534	658	0.812
2020 (2024/25)	545	665	0.819
2021 (2024/25)	567	647	0.876
2022 (2025/26)	576	725	0.794



Annual Enrollment Changes



Year	EE	PK	K	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th	Total	Total Growth	% Growth
2020/21	11	223	454	481	515	517	465	499	543	529	530	661	575	471	425	6,899	-327	-4.5%
2021/22	14	331	493	493	506	527	510	447	500	560	531	724	529	469	430	7,064	165	2.4%
2022/23	21	418	476	510	505	519	526	513	473	511	560	732	583	457	435	7,239	175	2.5%
2023/24	23	433	526	496	546	522	537	542	536	499	514	670	533	484	451	7,312	73	1.0%

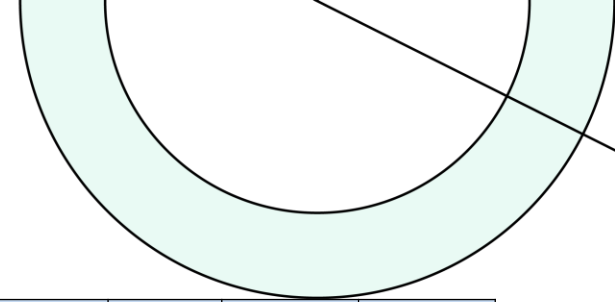
Yellow box = largest grade per year
Green box = second largest grade per year

YEAR	EE	PK	K	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th	ELEM	MID	HIGH
3 Year Avg.	1.289	1.261	1.052	1.054	1.049	1.028	1.006	0.999	1.035	1.036	1.003	1.314	0.778	0.837	0.942	1.031	1.025	0.968
2020/21	0.688	0.513	0.919	0.974	0.970	0.992	0.971	0.982	0.993	0.976	1.002	1.162	0.809	0.987	0.993	0.968	0.990	0.988
2021/22	1.273	1.484	1.086	1.086	1.052	1.023	0.986	0.961	1.002	1.031	1.004	1.366	0.800	0.816	0.913	1.032	1.012	0.974
2022/23	1.500	1.263	0.966	1.034	1.024	1.026	0.998	1.006	1.058	1.022	1.000	1.379	0.805	0.864	0.928	1.009	1.027	0.994
2023/24	1.095	1.036	1.105	1.042	1.071	1.034	1.035	1.030	1.045	1.055	1.006	1.196	0.728	0.830	0.987	1.053	1.035	0.935

- District Enrollment has increased by 73 Students from the Fall of the 2022-23 School Year
- Large Kindergarten Class this School Year
- Positive Cohort Growth in all of the Elementary Grades
- Highest Cohort Increases this Fall were in Kindergarten, 2nd, 6th, and 7th Grade Groups



Ten Year Forecast by Grade Level



Year	EE	PK	K	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th	Total	Total Growth	% Growth
2019/20	16	435	494	531	521	479	508	547	542	529	569	711	477	428	439	7,226	-140	-1.9%
2020/21	11	223	454	481	515	517	465	499	543	529	530	661	575	471	425	6,899	-327	-4.5%
2021/22	14	331	493	493	506	527	510	447	500	560	531	724	529	469	430	7,064	165	2.4%
2022/23	21	418	476	510	505	519	526	513	473	511	560	732	583	457	435	7,239	175	2.5%
2023/24	23	433	526	496	546	522	537	542	536	499	514	670	533	484	451	7,312	73	1.0%
2024/25	23	428	534	547	508	551	526	540	544	553	498	681	525	434	461	7,353	41	0.6%
2025/26	23	430	545	561	578	515	561	537	550	562	549	652	526	428	415	7,431	78	1.1%
2026/27	23	435	567	570	589	589	528	575	548	569	560	701	499	428	414	7,594	163	2.2%
2027/28	23	425	576	593	594	597	601	534	592	566	568	729	542	406	411	7,757	163	2.1%
2028/29	23	435	587	600	623	609	611	612	554	606	561	735	560	442	391	7,949	192	2.5%
2029/30	23	440	607	615	626	641	625	626	660	572	602	724	564	456	425	8,206	257	3.2%
2030/31	23	435	622	638	639	641	658	640	670	685	570	778	557	460	437	8,453	247	3.0%
2031/32	23	450	639	652	671	662	658	674	681	695	685	737	597	454	441	8,718	265	3.1%
2032/33	23	455	658	670	684	692	685	675	723	707	695	882	566	487	436	9,038	320	3.7%
2033/34	23	450	678	690	703	706	716	705	723	750	715	895	675	461	466	9,356	318	3.5%

Yellow box = largest grade per year
Green box = second largest grade per year



Ten Year Forecast by Campus Level

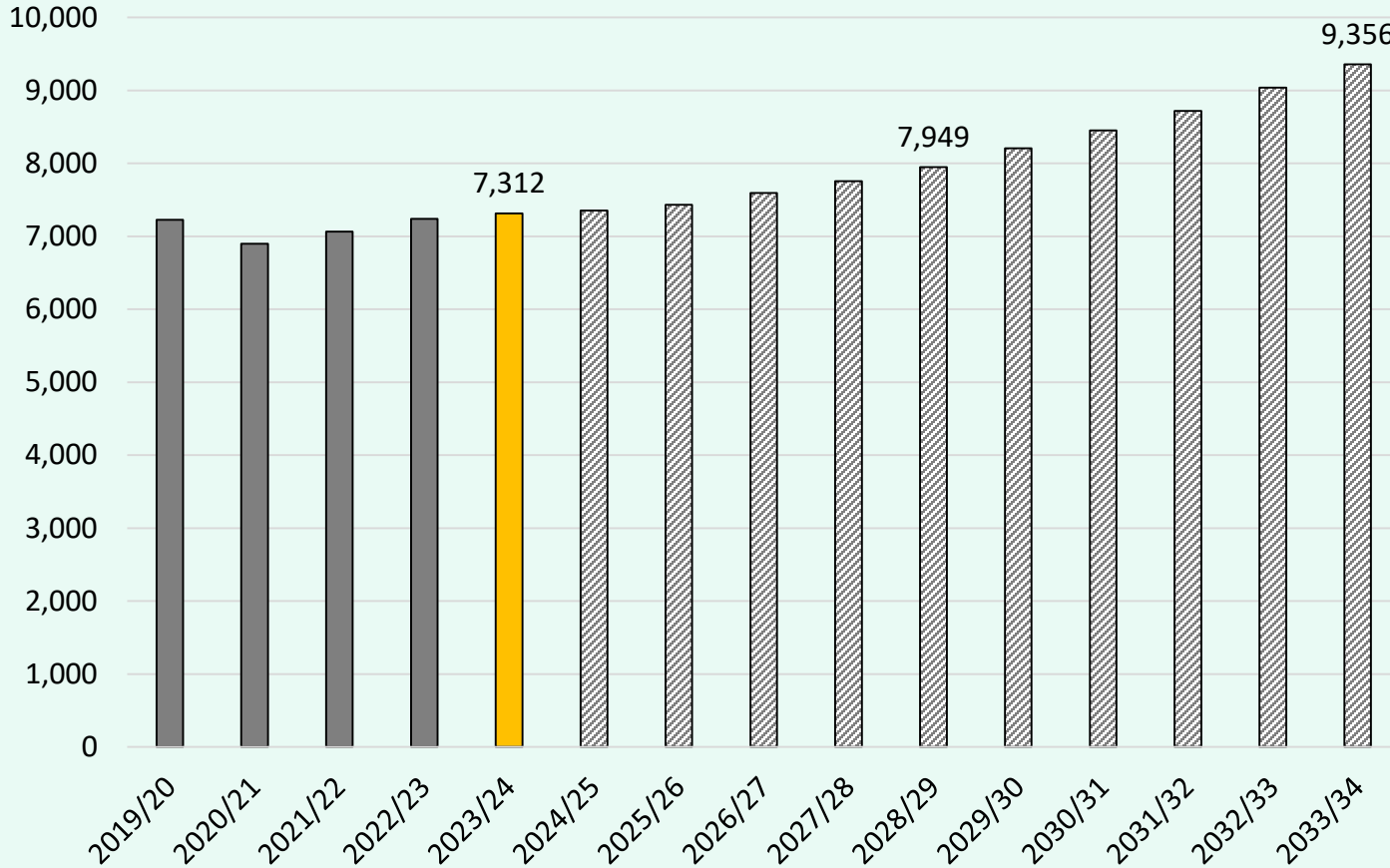
Campus	Capacity	2022/23	Fall	ENROLLMENT PROJECTIONS									
			2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34
BALL EARLY CHILDHOOD CENTER		439	456	451	453	458	448	458	463	458	473	478	473
JEFFERSON ELEMENTARY	497	386	405	411	415	426	430	433	435	434	433	432	430
KOENNECKE ELEMENTARY	550	550	566	578	594	602	615	644	667	687	718	747	785
MCQUEENEY ELEMENTARY	500	314	307	303	303	316	325	350	373	399	428	457	489
RODRIGUEZ ELEMENTARY	628	475	538	531	539	558	545	558	575	590	609	623	639
PATLAN ELEMENTARY	550	443	432	440	453	464	480	485	485	479	474	463	457
VOGEL ELEMENTARY	440	401	427	457	497	539	591	657	692	734	777	817	870
WEINERT ELEMENTARY	600	479	492	486	493	509	506	512	512	512	514	521	525
ELEMENTARY TOTAL	3,765	3,487	3,623	3,655	3,747	3,873	3,941	4,098	4,201	4,294	4,426	4,540	4,669
Elementary Absolute Change		177	136	32	92	126	68	157	103	93	132	114	129
Elementary Percent Change		5.35%	3.90%	0.89%	2.51%	3.36%	1.75%	3.99%	2.51%	2.22%	3.08%	2.57%	2.84%
A.J. BRIESEMEISTER MIDDLE SCHOOL	1,100	725	741	768	794	804	830	823	897	950	1,035	1,077	1,128
JIM BARNES MIDDLE SCHOOL	1,000	797	780	799	839	845	868	870	909	947	998	1,020	1,032
MIDDLE SCHOOL TOTAL	1,100	1522	1521	1567	1633	1649	1698	1693	1806	1897	2033	2097	2160
Middle School Absolute Change		-51	-1	46	66	16	49	-5	113	91	136	64	63
Middle School Percent Change		-3.24%	-0.07%	3.02%	4.21%	0.98%	2.97%	-0.29%	6.67%	5.04%	7.17%	3.15%	3.00%
SEGUIN HIGH SCHOOL	2,400	2,101	2,022	1,985	1,905	1,926	1,972	2,012	2,053	2,116	2,113	2,255	2,381
HIGH SCHOOL TOTAL	2,400	2,101	2,022	1,985	1,905	1,926	1,972	2,012	2,053	2,116	2,113	2,255	2,381
High School Absolute Change		36	-79	-37	-80	21	46	40	41	63	-3	142	126
High School Percent Change		1.74%	-3.76%	-1.83%	-4.03%	1.10%	2.39%	2.03%	2.04%	3.07%	-0.14%	6.72%	5.59%
JUVENILE DETENTION CENTER		5	24	24	24	24	24	24	24	24	24	24	24
MERCER - BLUMBERG LEARNING CTR		81	67	67	67	67	67	67	67	67	67	67	67
DISCIPLINE ALTERNATIVE SCHOOL		43	55	55	55	55	55	55	55	55	55	55	55
ALTERNATIVE SCHOOL TOTAL	0	129	146	146	146	146	146	146	146	146	146	146	146
DISTRICT TOTALS	7,265	7,239	7,312	7,353	7,431	7,594	7,757	7,949	8,206	8,453	8,718	9,038	9,356
District Absolute Change		176	73	41	78	163	163	192	257	247	265	320	318
District Percent Change		2.49%	1.01%	0.56%	1.06%	2.19%	2.14%	2.48%	3.23%	3.01%	3.14%	3.67%	3.52%

Yellow box = Exceed Building Capacity



Key Takeaways

Seguin ISD Enrollment Forecast



- Seguin ISD Enrollment has increased by 73 students from the Fall of the 2022-23 school year
- Total Home sales in SISD in 2023 were less than the 2022 totals due in part to increased mortgage interest rates and current market conditions
- The district has more than 600 lots currently available to build on with over 5,000 additional future lots in various stages of planning
- There are fewer than 90 multifamily units currently under construction in the district
- Enrollment is expected to reach 7,950 students by the 2028-29 school year and could exceed 9,350 students by 2033-34

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: Elizabeth Oaks, Chief Financial Officer, RTSBA
James Pizana, Construction Project Manager

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



Date Submitted: 05/21/24

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

Bond Project Updates

SEGUIN ISD BOARD MEETING
May 21, 2024

pfluger

planning · architecture · interior design

pbGroup LLC

architecture · interior design · design build



Visual Techniques Inc.

AJ Briesemeister Middle School Renovation

Punch List:

Replace clay sewer line with PVC

Some card readers not working

Redo and replace some building joint assemblies

Doors - missing 26 doors - back order.

Flooring not installed correctly in some places

Cleretory not detailed per documents

Exterior water proofing not complete

HVAC controllers not working properly

Caulk color is not consistent



Ball Early Childhood Center - Classroom Additions

100% Complete

- **Construction Completed:**

Closeout documents in progress

Final pay app being processed

Staff can occupy the space

Furniture scheduled for May 28





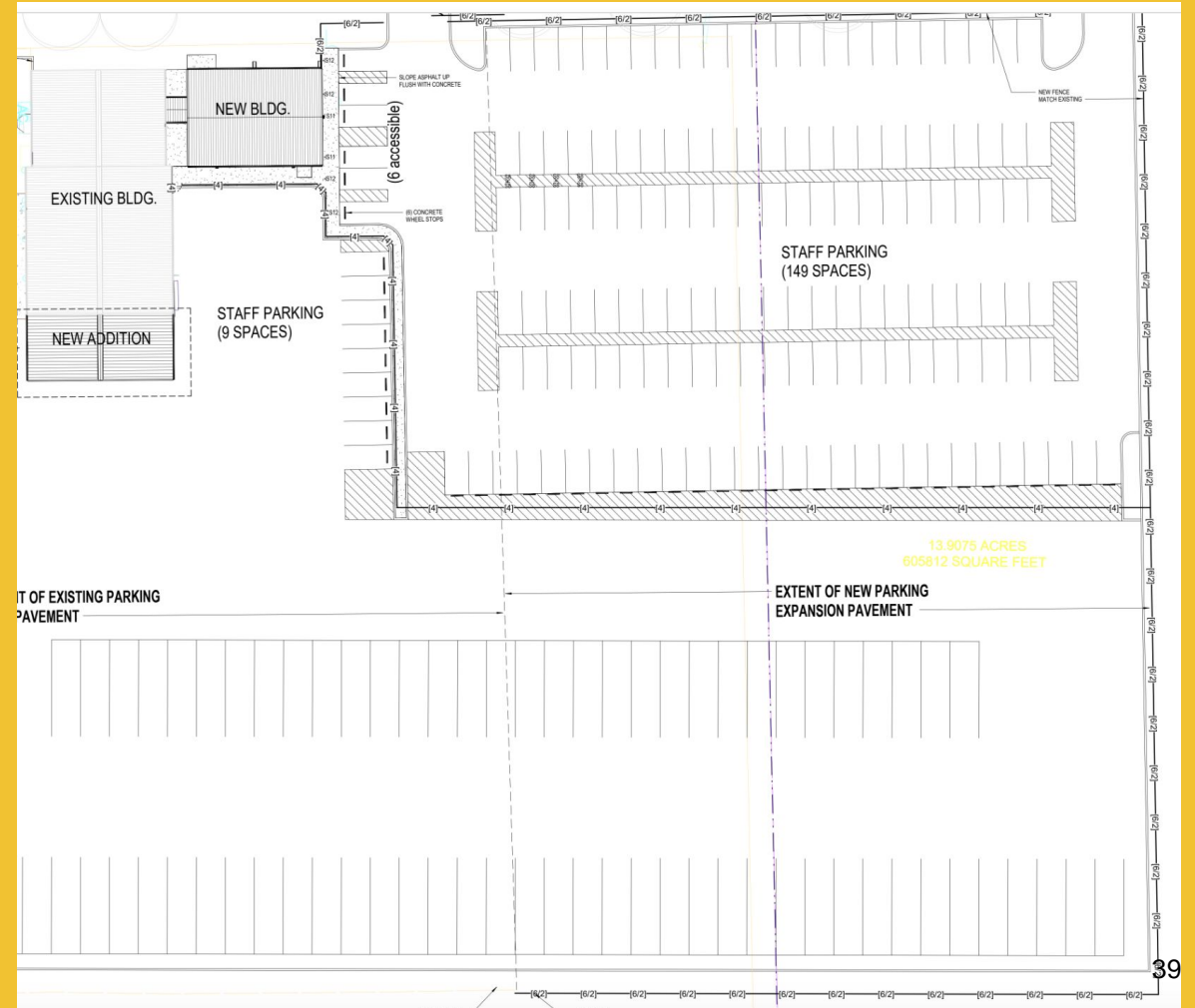
Transportation

Design documents complete

Construction documents in progress

August bid date

October construction start date



Agricultural Science Facility

Schematic design plan is complete
Design development documents in progress
On target for December bid.

Water - testing well for quality and pressure for hose bibs

Scheduled meeting with county for site plan

Concluded the house will be demolished

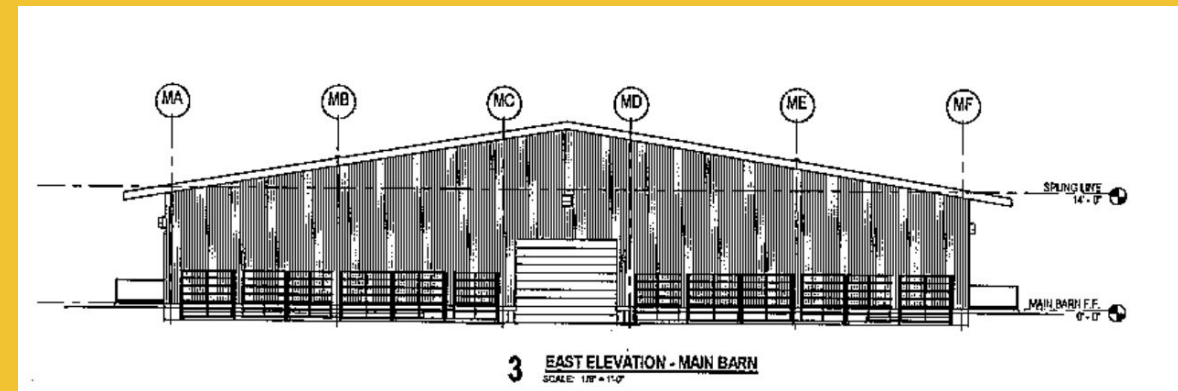
Working with vendors on materials for:

Enclosures

Panels

Full grounds security

Access, security fencing





Furniture - Barnes, MBLC, DAEP

District removes existing furniture: June 3-10, 2024

District coordinates floor waxing: June 10-28, 2024

New furniture installation: July 1-August 2, 2024

Teachers Back at Campus: August 5, 2024

First Day of School: August 15, 2024

Roofing - District Wide

98% complete overall

Oak Park Mall is about 92% complete

Safety and Security

Contractor Selected

In Contract Negotiations

McQueeney Elem & Barnes MS

Contract Negotiations with both contractors.

Kick Off Meetings Week of May 20

Groundbreaking - Early Summer



Baseball/Softball Complex

70% Complete

Concessions masonry in progress

Plumbing is ongoing

Turf is complete

Baseball fencing in progress

Batting cage work continues

Sidewalk work has started

Electrical panel on back order -

Fields and Cages will have temp power

Bond Oversight Committee

The Bond Oversight 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.

1st Meeting - January 30

2nd Meeting - April 16 - Tour of
Baseball/Softball

3rd Meeting September 10



**Restroom
Entrance**



**Softball
Home
Plate**



**Baseball
Home
Plate**



**Concession
Stand**



Questions?



pbGroup LLC

architecture · interior design · design build

planning · architecture · interior design

INFORMATION ITEM: **Seguin ISD 24-25 Budget Update**

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

RATIONALE: To provide the Board of Trustees with regular updates on Seguin Independent School District's Budget.

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

BUDGET IMPACT / INFORMATION: None

EXHIBITS: Budget Update Presentation

RESOURCE PERSONNEL: Elizabeth Oaks, Chief Financial Officer, RTSBA

Submitted by: *Veronica Vijil* Date Submitted: 05/21/24
 (Signature) _____
 (Name) Dr. Veronica Vijil, Superintendent
 (Address) 1221 E. Kingsbury St., Seguin, TX 78155
 (Telephone) (830) 401-8614



SeguinISD

Budget Update

2024-2025

Liz Oaks, Chief Financial Officer

General Update

- Higher increase in property insurance than was anticipated
 - In the process of getting another quote
 - Added properties
 - Increase statewide due to weather and claims
- Several things in process
 - Debt Service options
 - VATRE - golden penny election
 - CTE funding possibilities
 - Continued look at staffing
 - Unspent budget line items

VATRE - Voter Approval Tax Rate Election

- Revenue generated from each penny
 - 1 penny -
 - 2 pennies -
 - 3 pennies -
- Local tax collections vs state funding portion
- Timeline
 - July 5th - Deadline to choose auditor for efficiency audit
 - October 4th - Audit report due and posted online
 - November 2024 election is a possibility
 - Pros and cons

Possible May Bond Election

- Interest & Sinking Rate
 - Current Rate \$.385
 - Additional \$.02 passed with Bond 2022

- May Election Bond Capacity
 - \$.385 - \$47,535,000
 - \$.405 - \$65,890,000
 - Difference of \$18,355,000

Raise Scenarios Post Demographic Study

- Demographic Study presentation coming on May 15th to Leadership
- If there is significant growth from the study Liz will add some raise scenarios with growth

INFORMATION ITEM: **Seguin Independent School District Annual Financial Audit Services Transition**

RECOMMENDATION: Inform the Board of Trustees that Belt Harris Pechacek, LLLP is currently engaged to perform audit services for Seguin ISD and are formally transitioning the engagement over to Crowe with the execution of an engagement letter with Crowe.

RATIONALE: A Request for Qualifications (RFQ#: 22-05) was issued on March 22, 2022 for Annual Financial Audit Services. The bid was competitively solicited in compliance with Board Policy. Of the four responses received, only three met the RFQ requirements. Based on the evaluations of the proposals, we are recommended the firm of Belt Harris Pechacek, LLLP. Belt Harris Pechacek is formally transition to Crowe, LLP. Crowe is a well-respected national accounting firm who shares BHP's desire to be the best in Texas at auditing governments.


REFERENCE and COMPLIANCE: CHC(LEGAL) Accounting - Audits

PAPERWORK IMPACT: None

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

EXHIBITS: Crowe LLP Engagement Letter

RESOURCE PERSONNEL: Elizabeth Oaks, Chief Financial Officer, RTSBA

Submitted by:  Date Submitted: 05/21/24
(Signature) _____
(Name) Dr. Veronica Vijil, Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614



Crowe LLP
Independent Member Crowe Global

9 Greenway Plaza #1700,
Houston, TX 77046
Tel +1 713 667 9147
Fax +1 713 667 1697
www.crowe.com

May 15, 2024

Dr. Veronica Vjil, Superintendent
Seguin Independent School District
1221 E Kingsbury Street
Seguin, Texas 78155-2152

This letter confirms the arrangements for Crowe LLP (“Crowe” or “us” or “we” or “our”) to provide the professional services discussed in this letter to Seguin Independent School District (“you”, “your” or “Client”). The attached Crowe Engagement Terms, and any other attachments thereto, are integral parts of this letter, and such terms are incorporated herein.

AUDIT SERVICES

Our Responsibilities

We will audit and report on the financial statements of the Client for the year ending June 30, 2024.

We will audit and report on the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, and the disclosures, which collectively comprise the basic financial statements of the Client for the period indicated.

In addition to our report on the financial statements, we plan to evaluate the presentation of the following supplementary information in relation to the financial statements as a whole, and to report on whether this supplementary information is fairly stated, in all material respects, in relation to the financial statements as a whole.

- Schedule of Expenditures of Federal Awards
- Combining Statement(s) and Schedule(s)
- Texas Education Agency Schedule(s)

In addition to our report on the financial statements, we also plan to perform specified procedures in order to describe in our report whether the following required supplementary information is presented in accordance with applicable guidelines. However, we will not express an opinion or provide any assurance on this information due to our limited procedures.

- Management’s Discussion and Analysis
- Budgetary Comparison Schedule(s)
- Pension Schedule(s), as applicable
- OPEB Schedule(s), as applicable

The document will also include the following additional information that will not be subjected to the auditing procedures applied in our audit of the financial statements, and for which our auditor's report will disclaim an opinion:

- Introductory Section
- Statistical Section
- Required Responses – Selected School First Indicators

The objective of the audit is the expression of an opinion on the financial statements. We will plan and perform the audit in accordance with auditing standards generally accepted in the United States of America, the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards require that we obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement whether caused by error or fraud, and that we report on the Schedule of Expenditures of Federal Awards (as noted above), and on your compliance with laws and regulations and on its internal controls as required for a Single Audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the entity's compliance with the requirements of the federal programs as a whole. Because of inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected exists, even though the audit is properly planned and performed in accordance with applicable standards. An audit is not designed to detect error or fraud that is immaterial to the financial statements.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment including the assessment of the risks that the financial statements could be misstated by an amount that we believe would influence the judgment made by a reasonable user of these financial statements. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. As required by the standards, we will maintain professional skepticism throughout the audit.

In making our risk assessments, we obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the Client's internal control. However, we will communicate in writing to those charged with governance and management concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit. We will communicate to management other deficiencies in internal control identified during the audit that have not been communicated to management by other parties and that, in our professional judgment, are of sufficient importance to merit management's attention. We will also communicate certain matters related to the conduct of the audit to those charged with governance, including (1) fraud involving senior management, and fraud (whether caused by senior management or other employees) that causes a material misstatement of the financial statements, (2) illegal acts that come to our attention (unless they are clearly inconsequential) (3) disagreements with management and other significant difficulties encountered in performing the audit and (4) various matters related to the Client's accounting policies and financial statements. Our engagement is not designed to address legal or regulatory matters, which matters should be discussed by you with your legal counsel.

As part of our audit, we will conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Client's ability to continue as a going concern for a reasonable period of time.

We expect to issue a written report upon completion of our audit of the Client's financial statements. Our report will be addressed to those charged with governance of the Client. Circumstances may arise in which it is necessary for us to modify our opinion, add an emphasis of matter or other matter paragraph or a separate section in the auditor's report, or withdraw from the engagement.

In addition to our report on the financial statements and supplemental information, we plan to issue the following reports:

- Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards* — The purpose of this report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Client's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.
- Independent Auditor's Report on Compliance for Each Major Federal Program and Report on Internal Control Over Compliance -- The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

We will also perform tests of controls including testing underlying transactions, as required by the Uniform Guidance, to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each of your major federal awards programs. We will determine major programs in accordance with the Uniform Guidance. Our tests will be less in scope than would be necessary to render an opinion on these controls and, accordingly, no opinion will be expressed. We will inform you of any non-reportable conditions or other matters involving internal control, if any, as required by the Uniform Guidance.

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will also perform tests of your compliance with applicable laws, regulations, contracts and grants. However, because of the concept of reasonable assurance and because we will not perform a detailed examination of all transactions, there is a risk that material errors, irregularities, or illegal acts, including fraud or defalcations, may exist and not be detected by us. However, the objective of our audit of compliance relative to the financial statements will not be to provide an opinion on overall compliance with such provisions, and we will not express such an opinion. We will advise you, however, of any matters of that nature that come to our attention, unless they are clearly inconsequential.

The Uniform Guidance requires that we plan and perform the audit to obtain reasonable assurance about whether you have complied with certain provisions of laws, regulations, contracts and grants. Our procedures will consist of the applicable procedures described in the United States Office of Management and Budget (OMB) Compliance Supplement for the types of compliance requirements that could have a direct and material effect on each of your major programs. The purpose of our audit will be to express an opinion on your compliance with requirements applicable to major Federal award programs. Because an audit is designed to provide reasonable assurance, but not absolute assurance, the audit is not designed to detect immaterial violations or instances of noncompliance.

Our audit and work product are intended for the benefit and use of the Client only. The audit will not be planned or conducted in contemplation of reliance by any other party or with respect to any specific transaction and is not intended to benefit or influence any other party. Therefore, items of possible

interest to a third party may not be specifically addressed or matters may exist that could be assessed differently by a third party.

The working papers for this engagement are the property of Crowe and constitute confidential information.

However, we may be requested to make certain working papers available to your oversight agency or grantors pursuant to authority given to them by law, regulation, or contract. If requested, access to such working papers will be provided under the supervision of our personnel. Furthermore, upon request, we may provide photocopies of selected working papers to your oversight agency or grantors. The working papers for this engagement will be retained for a minimum of three years after the date our report is issued or for any additional period requested by the oversight agency or pass-through entity. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party contesting the audit finding for guidance prior to destroying the working papers.

Government Auditing Standards require that we provide you with a copy of our most recent peer review report, which accompanies this letter.

The Client's Responsibilities

The Client's management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America. Management is also responsible for the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to error or fraud.

The Client's management is also responsible for complying with applicable laws, regulations, contracts and grants and such responsibility extends to identifying the requirements and designing internal control policies and procedures to provide reasonable assurance that compliance is achieved. Management has the responsibility to make Crowe aware of significant contractor relationships in which the contractor is responsible for program compliance. Client's management is responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that the auditor reports. Additionally, it is management's responsibility to follow up and take corrective action on reported audit findings, to establish and maintain a process for tracking the status of findings and recommendations, and to prepare a summary schedule of prior audit findings, which should be available for our review, and a corrective action plan.

Management has the responsibility to adopt sound accounting policies, maintain an adequate and efficient accounting system, to safeguard assets, and to design and implement programs and controls to prevent and detect fraud. Management's judgments are typically based on its knowledge and experience about past and current events and its expected courses of action. Management's responsibility for financial reporting includes establishing a process to prepare the accounting estimates included in the financial statements and to devise policies to ensure that the Client complies with applicable laws and regulations.

Management is responsible for providing to us, on a timely basis, all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters. Management is also responsible for providing such other additional information we may request for the purpose of the audit, and unrestricted access to persons within the Client from whom we determine it necessary to obtain audit evidence. Additionally, those charged with governance are responsible for informing us of their views about the risks of fraud within the Client, and their knowledge of any fraud or suspected fraud affecting the Client.

Management is responsible for adjusting the financial statements to correct material misstatements related to accounts or disclosures. As part of our audit process, we will request from management written confirmation concerning representations made to us in connection with the audit, including that the effects

of any uncorrected misstatements aggregated by us during the audit are immaterial, both individually and in the aggregate, to the financial statements, and to the Client's compliance with the requirements of its Federal programs. Management acknowledges the importance of management's representations and responses to our inquiries, and that they will be utilized as part of the evidential matter we will rely on in forming our opinion. Because of the importance of such information to our engagement, you agree to waive any claim against Crowe and its personnel for any liability and costs relating to or arising from any inaccuracy or incompleteness of information provided to us for purposes of this engagement.

Management is responsible for the preparation of the supplementary information identified above in accordance with the applicable criteria. As part of our audit process, we will request from management certain written representations regarding management's responsibilities in relation to the supplementary information presented, including but not limited to its fair presentation in accordance with the applicable criteria, the method of measurement and presentation and any significant assumptions or interpretations underlying the supplementary information. In addition, it is management's responsibility to include the auditor's report on supplementary information in any document that contains the supplementary information and that indicates that we have reported on such supplementary information. It is also management's responsibility to present the supplementary information with the audited financial statements or, if the supplementary information will not be presented with the audited financial statements, to make the audited financial statements readily available to the intended users of the supplementary information no later than the date of issuance by Client of the supplementary information and the auditor's report thereon.

Management is responsible for the preparation of the required supplementary information identified above in accordance with the applicable guidelines. We will request from management certain written representations regarding management's responsibilities in relation to the required supplementary information presented, including but not limited to whether it has been measured and presented in accordance with prescribed guidelines, the method of measurement and presentation and any significant assumptions or interpretations underlying the supplementary information.

At the conclusion of the engagement, it is management's responsibility to submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the designated federal clearinghouse and, if appropriate, to pass-through entities. The Data Collection Form and the reporting package must be submitted within the earlier of thirty days after receipt of the auditor's reports or nine months after the end of the audit period.

Management is responsible for report distribution responsibilities, including determining which officials or organizations will receive the report and making the report available to the public as applicable when the audit organization is responsible for report distribution.

OTHER SERVICES

Financial Statement Preparation

The Client will provide us with the necessary information to assist in the preparation of the draft financial statements including the notes thereto. We are relying on the Client to provide us with the detailed trial balance, note disclosure information and any other relevant report information in a timely fashion and ensure the data is complete and accurate. Management is solely responsible for the presentation of the financial statements.

Data Collection Form Input Services

We will provide assistance in completing sections of the Data Collection Form (DCF) relative to its federal award programs pursuant to the requirements of Section §200.512 of the Uniform Guidance that are promulgated to be completed by the Client. While we may provide this data entry service and assist you

in satisfying your electronic data communication requirements to the Federal Audit Clearinghouse, the completeness and accuracy of this information remains the responsibility of your management.

With respect to the above other services, we will perform the services in accordance with applicable professional standards. We, in our sole professional judgment, reserve the right to refuse to do any procedure or take any action that could be construed as making management decisions or assuming management responsibilities. In connection with performing the above other services, you agree to: assume all management responsibilities including making all management decisions; oversee the service by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, and/or experience; evaluate the adequacy and results of the services performed; and accept responsibility for the results of the services.

In delivering services to Client, Crowe may use subsidiaries owned and controlled by Crowe. Crowe subsidiaries are subject to the same information security policies and requirements as Crowe LLP and will meet the requirements set forth in the confidentiality and data protection provisions of this Agreement.

FEES

Our fees are outlined below.

Description of Services	Fee Amount
Audit of the Financial Statements of the Seguin Independent School District for the year ending June 30, 2023	2022 Base Fee + CPI Index Increase
TEA Filing Fee Option	
Single Audit – Base Fee	
Single Audit – Per Major Program	

We will invoice you as our services are rendered. Generally, 40 percent will be billed and payable upon completion of interim audit procedures (normally one to four months before year end) and 60 percent after a draft of the Financial Statements are issued. Accordingly, the fee will be split 40/60 between budget years.

Our invoices are due and payable upon receipt. Invoices that are not paid within 30 days of receipt are subject to a monthly interest charge of one percent per month or the highest interest rate allowed by law, whichever is less, which we may elect to waive at our sole discretion, plus costs of collection including reasonable attorneys' fees. If any amounts invoiced remain unpaid 30 days after the invoice date, you agree that Crowe may, in its sole discretion, cease work until all such amounts are paid or terminate this engagement.

PROVISION FOR MULTI-YEAR PROPOSAL

Description of Services	2022 Base Fees
Audit of the Financial Statements of the Seguin Independent School District for the years end June 30	\$49,995
TEA Filing Fee Option	\$1,340
Single Audit – Base Fee	\$4,120
Single Audit – Per Major Program	\$5,215

The fee estimates above for the 2022 fiscal year are the base fees. Fees for subsequent years' audits will be the base fee plus an increase calculated using Consumer Price Index ("CPI Index") as published by the U.S. Bureau of Labor and Statistics from the date of the signed engagement letter to the date of the last invoice issued for the fiscal year under audit.

Because each year is a separate engagement and this multi-year period does not constitute a continuous engagement, we will require execution of a new engagement letter for each subsequent year listed above. However, we agree to the fees listed above for each year unless we both agree in writing to a

modification. In recognition of the significant start up investment incurred by Crowe during the initial year of the three-year period, should you terminate Crowe during the three year period for reasons other than failure of Crowe to perform, you agree to pay our fees and expenses for services performed up to the date of termination (which will be immediately due and payable) and a termination fee of 25% of the next year's fee if terminated after year one or 15% of the next year's fee if terminated after year two.

The fees outlined above are based on certain assumptions. Those assumptions may be incorrect due to incomplete or inaccurate information provided, or circumstances may arise under which we must perform additional work, which in either case will require additional billings for our services. Examples of such circumstances include, but are not limited to:

- Changing service requirements
- New professional standards or regulatory requirements
- New financial statement disclosures
- Work caused due to the identification of, and management's correction of, inappropriate application of accounting pronouncements
- Erroneous or incomplete accounting records
- Evidence of material weakness or significant deficiencies in internal controls
- Substantial increases in the number of significant deficiencies in internal controls
- Regulatory examination matters
- Change in your organizational structure or size due to merger and acquisition activity or other events
- Change in your controls
- New or unusual transactions
- Agreed-upon level of preparation and assistance from your personnel not provided
- Numerous revisions to your information
- Lack of availability of appropriate Client personnel during fieldwork.

A federal single audit is required by the OMB's Uniform Guidance when federal funds over \$750,000 are expended. Federal single audit fees vary based on the number of major programs as defined by OMB. Accordingly, the federal single audit fee consists of a 'Federal Single Audit-Base Fee' to cover basic fixed amounts and the 'Federal Single Audit-Per Major Program Fee', which is the scalable portion dependent on the actual number of major programs. The number of major programs is established by OMB criteria. If a federal single audit is required, there will be at least one major program. Prior year federal single audit reports will help plan for the number of major programs, but they will vary from year to year based on the level of federal funding. Should you not exceed OMB's federal single audit threshold, a federal single audit will not be required. If you anticipate exceeding the federal single audit threshold, please contact us as far in advance as possible so that we can begin doing preliminary federal single audit work.

A state single audit is required when grant funds that originated from the State of Texas (this does not include federal monies passed through the State) over \$750,000 are expended. State single audit fees vary based on the number of major programs as defined by the *State of Texas Single Audit Circular*. The additional technical verbiage that is necessary when a state single audit is required is not included within this engagement letter, nor does the proposed engagement fee(s) include additional fees related to a state single audit. Should you exceed the state single audit thresholds, a new engagement letter will be required.

Additionally, to accommodate requests to reschedule fieldwork without reasonable notice, additional billings for our services could be required, and our assigned staffing and ability to meet agreed upon deadlines could be impacted.

Due to such potential changes in circumstance, we reserve the right to revise our fees. However, if such a change in circumstances arises or if some other significant change occurs that causes our fees to exceed our estimate, we will advise management.

Our fees are exclusive of taxes or similar charges, as well as customs, duties or tariffs, imposed in respect of the Services, any work product or any license, all of which Client agrees to pay if applicable or if they become applicable (other than taxes imposed on Crowe's income generally), without deduction from any fees or expenses invoiced to Client by Crowe.

The Client and Crowe agree that the Client may periodically request Crowe to provide additional services for accounting and reporting advice regarding completed transactions and potential or proposed transactions. The fees for such additional services will be based on Crowe's hourly billing rates plus expenses or as mutually agreed upon between the Client and Crowe.

To facilitate Crowe's presence at Client's premises, Client will provide Crowe with internet access while on Client's premises. Crowe will access the internet using a secure virtual private network. Crowe will be responsible for all internet activity performed by its personnel while on Client's premises. In the event Client does not provide Crowe with internet access while on Client's premises, Client will reimburse Crowe for the cost of internet access through other means while on Client's site.

FOREIGN TERRORISTS ORGANIZATIONS

Pursuant to Chapter 2252, Texas Government Code, Crowe represents and certifies that, at the time of execution of this Agreement, neither Crowe nor any wholly owned subsidiary, majority-owned subsidiary, parent company, or affiliate of the same (i) engages in business with Iran, Sudan, or any foreign terrorist organization as described in Chapters 806 or 807 of the Texas Government Code or Subchapter F of Chapter 2252 of the Texas Government Code or (ii) is a company listed by the Texas Comptroller of Public Accounts under Sections 806.051, 807.051, or 2252.153 of the Texas Government Code. The term 'foreign terrorist organization' in this paragraph has the meaning assigned to such term in Section 2252.151 of the Texas Government Code.

REPRESENTATION REGARDING ISRAEL

Pursuant to Chapter 2271, Texas Government Code, Crowe represents that it does not boycott Israel and will not boycott Israel during the term of the Agreement. The term 'boycott Israel' shall have the meaning ascribed to this term in Section 808.001 of the Texas Government Code.

REQUIRED NON-APPROPRIATION CLAUSE

Notwithstanding anything contained in this Agreement to the contrary, in the event no funds or insufficient funds are appropriated and budgeted or are otherwise unavailable in any fiscal period for fees due under this Agreement, Client will immediately notify Crowe in writing of such occurrence and this Agreement shall terminate on the last day of the fiscal period for which appropriations have been received or made.

AUTHORIZATION OF CPA'S DISCLOSURE

Any Client certified public accountant involved with assisting Crowe shall not be prohibited from disclosure of information required to be made available by the standards of the public accounting profession in reporting on the examination of financial statements. Management understands and provides permission to staff certificate or registration holders as required under the Rules of Professional Conduct, Texas Administrative Code, Title 22, Part 22, Chapter 501, Subchapter C, Section 501.75.

IMMIGRATION

Crowe represents and warrants that it shall comply with the requirements of the Immigration and Nationality Act (8 U.S.C. § 1101 et seq.) and all subsequent immigration laws and amendments.

ENERGY COMPANY BOYCOTTS

If Crowe is required to make a verification pursuant to Section 2276.002 of the Texas Government Code,

Crowe verifies that Crowe does not boycott energy companies and will not boycott energy companies during the term of the Agreement. If Crowe does not make that verification, Crowe must so indicate in its response and state why the verification is not required.

PUBLIC INFORMATION ACT

Information, documentation, and other material in connection with this Agreement may be subject to public disclosure pursuant to Chapter 552 of the Texas Government Code (the "Public Information Act"). In accordance with Section 2252.907 of the Texas Government Code, Crowe is required to make any information created or exchanged with the Client pursuant to the Agreement, and not otherwise excepted from disclosure under the Texas Public Information Act, available in a format that is accessible by the public at no additional charge to the Client.

CROWE NOT A SUCCESSOR TO BELT HARRIS PECHACEK, LLLP

Prior to May 2024, Belt Harris Pechacek, LLLP ("BHP") provided services or work product to Client similar to the services or other work product provided to Client by Crowe. Following the purchase by Crowe of certain limited assets of BHP, certain personnel of BHP joined Crowe May 2024. However, Crowe did not buy BHP or any of BHP's obligations to BHP customers, and Crowe is not the successor to BHP. Client agrees that (a) Crowe is not a successor to BHP, (b) that BHP is solely responsible for any services or work product provided by BHP, and (c) Crowe is not responsible for any services or work product provided by BHP. Client agrees Crowe does not assume, and nothing in this Agreement will be construed to mean Crowe assumes, any liabilities or obligations of BHP arising from or relating to any services, deliverables, or work product provided by BHP prior to the effective date of this Agreement.

CONSENT

Prior to May 2024, Belt Harris Pechacek, LLLP ("BHP") provided services or work product to Client similar to the services or other work product provided to Client by Crowe. To facilitate Crowe providing services to Client, Client hereby consents to Crowe accessing Client's information and records within BHP's working papers and other BHP files to allow Crowe to provide services or work product to Client.

MISCELLANEOUS

For purposes of this Miscellaneous section, the Acceptance section below, and all of the Crowe Engagement Terms, "Client" will mean the entity(ies) defined in the first paragraph of this letter and will also include all related parents, subsidiaries, and affiliates of Client who may receive or claim reliance upon any Crowe deliverable.

Crowe will provide the services to Client under this Agreement as an independent contractor and not as Client's partner, agent, employee, or joint venturer under this Agreement. Neither Crowe nor Client will have any right, power or authority to bind the other party.

This engagement letter agreement (the "Agreement") reflects the entire agreement between the parties relating to the services (or any reports, deliverables or other work product) covered by this Agreement. The engagement letter and any attachments (including without limitation the attached Crowe Engagement Terms) are to be construed as a single document, with the provisions of each section applicable throughout. This Agreement may not be amended or varied except by a written document signed by each party. No provision of this Agreement will be deemed waived, unless such waiver will be in writing and signed by the party against which the waiver is sought to be enforced. It replaces and supersedes any other proposals, correspondence, agreements and understandings, whether written or oral, relating to the services covered by this letter, and each party agrees that in entering this Agreement, it has not relied on any oral or written representations, statements or other information not contained in or incorporated into this Agreement. Any non-disclosure or other confidentiality agreement is replaced and superseded by this Agreement. Each party shall remain obligated to the other party under all provisions of this Agreement

that expressly or by their nature extend beyond and survive the expiration or termination of this Agreement. If any provision (in whole or in part) of this Agreement is found unenforceable or invalid, this will not affect the remainder of the provision or any other provisions in this Agreement, all of which will continue in effect as if the stricken portion had not been included. This Agreement may be executed in two or more actual, scanned, emailed, or electronically copied counterparts, each and all of which together are one and the same instrument. Accurate transmitted copies (transmitted copies are reproduced documents that are sent via mail, delivery, scanning, email, photocopy, facsimile or other process) of the executed Agreement or signature pages only (whether handwritten or electronic signature), will be considered and accepted by each party as documents equivalent to original documents and will be deemed valid, binding and enforceable by and against all parties. This Agreement, including any dispute arising out of or related to this Agreement and the parties' relationship generally, will be governed and construed in accordance with the laws of the State of Texas applicable to agreements made and wholly performed in that state, without giving effect to its conflict of laws rules to the extent those rules would require applying another jurisdiction's laws.

* * * * *

We are pleased to have this opportunity to serve you, and we look forward to a continuing relationship. If the terms of this letter and the attached Crowe Engagement Terms are acceptable to you, please sign below and return one copy of this letter at your earliest convenience. Please contact us with any questions or concerns.

(Signature Page Follows)

Seguin Independent School District

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May 15, 2024

ACCEPTANCE

I have reviewed the arrangements outlined above and in the attached "Crowe Engagement Terms," and I accept on behalf of the Client the terms and conditions as stated. By signing below, I represent and warrant that I am authorized by Client to accept the terms and conditions as stated.

IN WITNESS WHEREOF, Client and Crowe have duly executed this engagement letter effective the date first written above.

Seguin Independent School District

Crowe LLP

Signature

DocuSigned by:
Stephanie Harris
6A4FB63810A34B5...

Signature

Printed Name

Stephanie Harris

Printed Name

Title

Partner

Title

Date

May 13, 2024

Date

Crowe Engagement Terms

Crowe wants Client to understand the terms under which Crowe provides its services to Client and the basis under which Crowe determines its fees. These terms are part of the Agreement and apply to all services described in the Agreement as well as all other services provided to Client (collectively, the "Services"), unless and until a separate written agreement is executed by the parties for separate services. Any advice provided by Crowe is not intended to be, and is not, investment advice.

CLIENT'S ASSISTANCE – For Crowe to provide Services effectively and efficiently, Client agrees to provide Crowe timely with information requested and to make available to Crowe any personnel, systems, premises, records, or other information as reasonably requested by Crowe to perform the Services. Access to such personnel and information are key elements for Crowe's successful completion of Services and determination of fees. If for any reason this does not occur, a revised fee to reflect additional time or resources required by Crowe will be mutually agreed. Client agrees Crowe will have no responsibility for any delays related to a delay in providing such information to Crowe. Such information will be accurate and complete, and Client will inform Crowe of all significant tax, accounting and financial reporting matters of which Client is aware.

PROFESSIONAL STANDARDS – As a regulated professional services firm, Crowe must follow professional standards when applicable, including the Code of Professional Conduct of the American Institute of Certified Public Accountants ("AICPA"). Thus, if circumstances arise that, in Crowe's professional judgment, prevent it from completing the engagement, Crowe retains the right to take any course of action permitted by professional standards, including declining to express an opinion or issue other work product or terminating the engagement.

REPORTS – Any information, advice, recommendations or other content of any memoranda, reports, deliverables, work product, presentations, or other communications Crowe provides under this Agreement ("Reports"), other than Client's original information, are for Client's internal use only, consistent with the purpose of the Services. Client will not rely on any draft Report. Unless required by an audit or other attestation professional standard, Crowe will not be required to update any final Report for circumstances of which we become aware or events occurring after delivery.

CONFIDENTIALITY – Except as otherwise permitted by this Agreement or as agreed in writing, neither Crowe nor Client may disclose to third parties the contents of this Agreement or any information provided by or on behalf of the other that ought reasonably to be treated as confidential and/or proprietary. Client use of any Crowe work product will be limited to its stated purpose and to Client business use only. However, Client and Crowe each agree that either party may disclose such information to the extent that it: (i) is or becomes public other than through a breach of this Agreement, (ii) is subsequently received by the recipient from a third party who, to the recipient's knowledge, owes no obligation of confidentiality to the disclosing party with respect to that information, (iii) was known to the recipient at the time of disclosure or is thereafter created independently, (iv) is disclosed as necessary to enforce the recipient's rights under this Agreement, or (v) must be disclosed under applicable law, regulations, legal process or professional standards.

CLIENT-REQUIRED CLOUD USAGE – If Client requests that Crowe access files, documents or other information in a cloud-based or web-accessed hosting service or other third-party system accessed via the internet, including, without limitation iCloud, Dropbox, Google Docs, Google Drive, a data room hosted by a third party, or a similar service or website (collectively, "Cloud Storage"), Client will confirm with any third parties assisting with or hosting the Cloud Storage that either such third party or Client (and not Crowe) is responsible for complying with all applicable laws relating to the Cloud Storage and any information contained in the Cloud Storage, providing Crowe access to the information in the Cloud Storage, and protecting the information in the Cloud Storage from any unauthorized access, including without limitation unauthorized access to the information when in transit to or from the Cloud Storage. Client represents that it has authority to provide Crowe access to information in the Cloud Storage and that providing Crowe with such access complies with all applicable laws, regulations, and duties owed to third parties.

DATA PROTECTION – If Crowe holds or uses Client information that can be linked to specific individuals who are Client’s customers ("Personal Data"), Crowe will treat it as confidential as described above and comply with applicable US state and federal law and professional regulations (including, for financial institution clients, the objectives of the Interagency Guidelines Establishing Information Security Standards) in disclosing or using such information to carry out the Services. The parties acknowledge and understand that while Crowe is a service provider as defined by the California Consumer Privacy Act of 2018 and processes information on behalf of Client and pursuant to this Agreement, Crowe retains its independence as required by applicable law and professional standards for purposes of providing attest services and other related professional services. Crowe will not (1) sell Personal Data to a third party, or (2) retain, use or disclose Personal Data for any purpose other than for (a) performing the Services and its obligations on this Agreement, (b) as otherwise set forth in this Agreement, (c) to detect security incidents and protect against fraud or illegal activity, (d) to enhance and develop our products and services, including through machine learning and other similar methods and (e) as necessary to comply with applicable law or professional standards. Crowe has implemented and will maintain physical, electronic and procedural safeguards reasonably designed to (i) protect the security, confidentiality and integrity of the Personal Data, (ii) prevent unauthorized access to or use of the Personal Data, and (iii) provide proper disposal of the Personal Data (collectively, the "Safeguards"). Client warrants (i) that it has the authority to provide the Personal Data to Crowe in connection with the Services, (ii) that Client has processed and provided the Personal Data to Crowe in accordance with applicable law, and (iii) will limit the Personal Data provided to Crowe to Personal Data necessary to perform the Services. To provide the Services, Client may also need to provide Crowe with access to Personal Data consisting of protected health information, financial account numbers, Social Security or other government-issued identification numbers, or other data that, if disclosed without authorization, would trigger notification requirements under applicable law ("Restricted Personal Data"). In the event Client provides Crowe access to Restricted Personal Data, Client will consult with Crowe on appropriate measures (consistent with legal requirements and professional standards applicable to Crowe) to protect the Restricted Personal Data, such as: deleting or masking unnecessary information before making it available to Crowe, using encryption when transferring it to Crowe, or providing it to Crowe only during on-site review on Client’s site. Client will provide Crowe with Restricted Personal Data only in accordance with mutually agreed protective measures. Crowe and Client will each allow opportunistic TLS encryption to provide for secure email communication, and each party will notify the other in writing if it deactivates opportunistic TLS encryption. If Client fails to allow opportunistic TLS encryption, Client agrees that each party may use unencrypted electronic media to correspond or transmit information, and Client further agrees that such use of unencrypted media will not in itself constitute a breach of any confidentiality or other obligation relating to this Agreement. Otherwise, Client and Crowe agree each may use unencrypted electronic media to correspond or transmit information and such use will not in itself constitute a breach of any confidentiality obligations under this Agreement. Crowe will reasonably cooperate with Client in responding to or addressing any request from a consumer or data subject, a data privacy authority with jurisdiction, or the Client, as necessary to enable Client to comply with its obligations under applicable data protection laws and to the extent related to Personal Data processed by Crowe. Client will promptly reimburse Crowe for any out-of-pocket expenses and professional time (at Crowe’s then-current hourly rates) incurred in connection with providing such cooperation. Client will provide prompt written notice to Crowe (with sufficient detailed instructions) of any request or other act that is required to be performed by Crowe. As appropriate, Crowe shall promptly delete or procure the deletion of the Personal Data, after the cessation of any Services involving the processing of Client’s Personal Data, or otherwise aggregate or de-identify the Personal Data in such a way as to reasonably prevent reidentification. Notwithstanding the foregoing, Crowe may retain a copy of the Personal Data as permitted by applicable law or professional standards, provided that such Personal Data remain subject to the terms of this Agreement. If Crowe uses a third-party provider, Crowe will include terms substantially similar to those set forth in this Data Protection Paragraph into an agreement with the provider.

GENERAL DATA PROTECTION REGULATION COMPLIANCE – If and to the extent that Client provides personal data to Crowe subject to the European Union General Data Protection Regulation ("GDPR"), then in addition to the requirements of the above Data Protection section, this section will apply to such personal data ("EU Personal Data"). The parties agree that for purposes of processing the EU Personal Data, (a) Client will be the "Data Controller" as defined by the GDPR, meaning the organization that

determines the purposes and means of processing the EU Personal Data; (b) Crowe will be the “Data Processor” as defined by GDPR, meaning the organization that processes the EU Personal Data on behalf of and under the instructions of the Data Controller; or (c) the parties will be classified as otherwise designated by a supervisory authority with jurisdiction. Client and Crowe each agree to comply with the GDPR requirements applicable to its respective role. Crowe has implemented and will maintain technical and organizational security safeguards reasonably designed to protect the security, confidentiality and integrity of the EU Personal Data. Client represents it has secured all required rights and authority, including consents and notices, to provide such EU Personal Data to Crowe, including without limitation authority to transfer such EU Personal Data to the U.S. or other applicable Country or otherwise make the EU Personal Data available to Crowe, for the duration of and purpose of Crowe providing the Services. The types of EU Personal Data to be processed include name, contact information, title, and other EU Personal Data that is transferred to Crowe in connection with the Services. The EU Personal Data relates to the data subject categories of individuals connected to Client, Client customers, Client vendors, and Client affiliates or subsidiaries (“Data Subjects”). Crowe will process the EU Personal Data for the following purpose: (x) to provide the Services in accordance with this Agreement, (y) to comply with other documented reasonable instructions provided by Client, and (z) to comply with applicable law. In the event of a Crowe breach incident in connection with EU Personal Data in the custody or control of Crowe, Crowe will promptly notify Client upon knowledge that a breach incident has occurred. Client has instructed Crowe not to contact any Data Subjects directly, unless required by applicable law. In the event that a supervisory authority with jurisdiction makes the determination that Crowe is a data controller, Client will reasonably cooperate with Crowe to enable Crowe to comply with its obligations under GDPR.

INTELLECTUAL PROPERTY – Any deliverables, works, inventions, working papers, or other work product conceived, made or created by Crowe in rendering the Services under this Agreement (“Work Product”), and all intellectual property rights in such Work Product will be owned exclusively by Crowe. Upon full payment by Client, Crowe grants to Client a license to use for its business purposes any deliverables, including any other Work Product incorporated in such deliverables. Crowe will retain exclusive ownership or control of all intellectual property rights in any ideas, concepts, methodologies, data, software, designs, utilities, tools, models, techniques, systems, Reports, or other know-how that it develops, owns or licenses in connection with this Agreement as well as any enhancements to any of the above (“Materials”). The foregoing ownership will be without any duty of accounting.

CLIENT DATA USAGE – Client shall retain full ownership of all data provided to Crowe by or on behalf of Client in connection with this Agreement, and Crowe will maintain the confidentiality and protection of Client data as set forth in this Agreement. Client agrees that Crowe may, in its discretion, use any Client information or data provided to Crowe for the purpose of (a) performing the Services and its obligations under this Agreement; (b) as otherwise agreed upon in writing; (c) to further improve or develop our products and services; or (d) as necessary to comply with applicable law or professional standards.

DATA AGGREGATION & BENCHMARKING – Client agrees that Crowe may, in its discretion, aggregate Client content and data with content and data from other clients, other sources, or third parties (“Data Aggregations”) for purposes including, without limitation, product and service development, commercialization, industry benchmarking, or quality improvement initiatives. Prior to, and as a precondition for, disclosing Data Aggregations to other Crowe customers or prospects, Crowe will anonymize any Client data or information in a manner sufficient to prevent such other customer or prospect from identifying Client or individuals who are Client customers. All Data Aggregations will be the sole and exclusive property of Crowe.

USE OF THIRD PARTIES IN CROWE OPERATIONS – Crowe may also utilize third-party providers used in the ordinary course of Crowe’s business operations, including without limitation, providers such as Microsoft, Rackspace, Crowe Horwath IT Services LLP (a subsidiary owned and controlled by Crowe), information security providers, and other ordinary-course third-party providers.

USE OF SUBCONTRACTORS FOR SERVICE DELIVERY – Crowe may engage third-party subcontractors in delivering Services to Client. Third-party subcontractors are not owned or controlled by Crowe (including without limitation Crowe Global member firms). If Crowe engages such a subcontractor

to deliver Services to Client, Crowe will execute an agreement for the protection of Client's confidential information consistent with the provisions of this Agreement. Crowe will be solely responsible for the provision of Services (including those provided by subcontractors) and for the protection of Client's confidential information. The limitations in this Agreement on Client's remedies will also apply to any subcontractors.

LEGAL AND REGULATORY CHANGE – Crowe may periodically communicate to Client changes in laws, rules or regulations. However, Client has not engaged Crowe, and Crowe does not undertake an obligation, to advise Client of changes in (a) laws, rules, regulations, industry or market conditions, or (b) Client's own business practices or other circumstances (except to the extent required by professional standards). The scope of Services and the fees for Services are based on current laws and regulations. If changes in laws or regulations change Client's requirements or the scope of the Services, Crowe's fees will be modified to a mutually agreed amount to reflect the changed level of Crowe's effort.

PUBLICATION – Client agrees to obtain Crowe's specific permission before using any Report or Crowe work product or Crowe's firm's name in a published document, and Client agrees to submit to Crowe copies of such documents to obtain Crowe's permission before they are filed or published.

CLIENT REFERENCE – From time to time Crowe is requested by prospective clients to provide references for Crowe service offerings. Client agrees that Crowe may use Client's name and generally describe the nature of Crowe's engagement(s) with Client in marketing to prospects, and Crowe may also provide prospects with contact information for Client personnel familiar with Crowe's Services.

NO PUNITIVE OR CONSEQUENTIAL DAMAGES – Any liability of Crowe will not include any consequential, special, incidental, indirect, punitive, or exemplary damages or loss, nor any lost profits, goodwill, savings, or business opportunity, even if Crowe had reason to know of the possibility of such damages.

LIMIT OF LIABILITY – Except where it is judicially determined that Crowe performed its Services with recklessness or willful misconduct, Crowe's liability will not exceed fees paid by Client to Crowe for the portion of the work giving rise to liability. A claim for a return of fees paid is the exclusive remedy for any damages. This limit of liability will apply to the full extent allowed by law, regardless of the grounds or nature of any claim asserted, including, without limitation, to claims based on principles of contract, negligence or other tort, fiduciary duty, warranty, indemnity, statute or common law. This limit of liability will also apply after this Agreement.

NO TRANSFER OR ASSIGNMENT OF CLAIMS – No claim against Crowe, or any recovery from or against Crowe, may be sold, assigned or otherwise transferred, in whole or in part.

TIME LIMIT ON CLAIMS – In no event will any action against Crowe, arising from or relating to this Agreement or the Services provided by Crowe relating to this engagement, be brought after the earlier of 1) two (2) years after the date on which occurred the act or omission alleged to have been the cause of the injury alleged; or 2) the expiration of the applicable statute of limitations or repose.

RESPONSE TO LEGAL PROCESS – If Crowe is requested by subpoena, request for information, or through some other legal process to produce documents or testimony pertaining to Client or Crowe's Services, and Crowe is not named as a party in the applicable proceeding, then Client will reimburse Crowe for its professional time, plus out-of-pocket expenses, as well as reasonable attorney fees, Crowe incurs in responding to such request.

MEDIATION – If a dispute arises, in whole or in part, out of or related to this engagement, or after the date of this agreement, between Client or any of Client's affiliates or principals and Crowe, and if the dispute cannot be settled through negotiation, Client and Crowe agree first to try, in good faith, to settle the dispute by mediation administered by the American Arbitration Association, under its mediation rules for professional accounting and related services disputes, before resorting to litigation or any other dispute-resolution procedure. The results of mediation will be binding only upon agreement of each party

to be bound. Costs of any mediation will be shared equally by both parties. Any mediation will be held in Houston, Texas.

ARBITRATION – Any dispute between the parties relating to or arising from this Agreement or the parties' relationship generally will be settled by binding arbitration in Houston, Texas (or a location agreed in writing by the parties). Any issues concerning the extent to which any dispute is subject to arbitration, or concerning the applicability, interpretation, or enforceability of any of this Section, will be governed by the Federal Arbitration Act and resolved by the arbitrator(s). The arbitration will be governed by the Federal Arbitration Act and resolved by the arbitrator(s). Regardless of the amount in controversy, the arbitration will be administered by JAMS, Inc. ("JAMS"), pursuant to its Streamlined Arbitration Rules & Procedures or such other rules or procedures as the parties may agree in writing. In the event of a conflict between those rules and this Agreement, this Agreement will control. The parties may alter each of these rules by written agreement. If a party has a basis for injunctive relief, this paragraph will not preclude a party seeking and obtaining injunctive relief in a court of proper jurisdiction. The parties will agree within a reasonable period of time after notice is made of initiating the arbitration process whether to use one or three arbitrators, and if the parties cannot agree within fifteen (15) business days, the parties will use a single arbitrator. In any event the arbitrator(s) must be retired federal judges or attorneys with at least 15 years commercial law experience and no arbitrator may be appointed unless he or she has agreed to these procedures. If the parties cannot agree upon arbitrator(s) within an additional fifteen (15) business days, the arbitrator(s) will be selected by JAMS. Discovery will be permitted only as authorized by the arbitrator(s), and as a rule, the arbitrator(s) will not permit discovery except upon a showing of substantial need by a party. To the extent the arbitrator(s) permit discovery as to liability, the arbitrator(s) will also permit discovery as to causation, reliance, and damages. The arbitrator(s) will not permit a party to take more than six depositions, and no depositions may exceed five hours. The arbitrator(s) will have no power to make an award inconsistent with this Agreement. The arbitrator(s) will rule on a summary basis where possible, including without limitation on a motion to dismiss basis or on a summary judgment basis. The arbitrator(s) may enter such prehearing orders as may be appropriate to ensure a fair hearing. The hearing will be held within one year of the initiation of arbitration, or less, and the hearing must be held on continuous business days until concluded. The hearing must be concluded within ten (10) business days absent written agreement by the parties to the contrary. The time limits in this section are not jurisdictional. The arbitrator(s) will apply substantive law and may award injunctive relief or any other remedy available from a judge. The arbitrator(s) may award attorney fees and costs to the prevailing party, and in the event of a split or partial award, the arbitrator(s) may award costs or attorney fees in an equitable manner. Any award by the arbitrator(s) will be accompanied by a reasoned opinion describing the basis of the award. Any prior agreement regarding arbitration entered by the parties is replaced and superseded by this agreement. The arbitration will be governed by the Federal Arbitration Act, 9 U.S.C. §§ 1 et seq., and judgment upon the award rendered by the arbitrator(s) may be entered by any court having jurisdiction thereof. All aspects of the arbitration will be treated by the parties and the arbitrator(s) as confidential.

NON-SOLICITATION – Each party acknowledges that it has invested substantially in recruiting, training and developing the personnel who render services with respect to the material aspects of the engagement ("Key Personnel"). The parties acknowledge that Key Personnel have knowledge of trade secrets or confidential information of their employers that may be of substantial benefit to the other party. The parties acknowledge that each business would be materially harmed if the other party was able to directly employ Key Personnel. Therefore, the parties agree that during the period of this Agreement and for one (1) year after its expiration or termination, neither party will solicit Key Personnel of the other party for employment or hire the Key Personnel of the other party without that party's written consent unless the hiring or engaging party pays to the other party a fee equal to the hired or engaged Key Personnel's compensation for the prior twelve-month period with the other party.

CROWE AND EQUAL OPPORTUNITY – Crowe abides by the principles of equal employment opportunity, including without limitation the requirements of 41 CFR 60-741.5(a) and 41 CFR 60-300.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, or national origin. Moreover, these regulations require that covered prime

contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, national origin, protected veteran status or disability. Crowe also abides by 29 CFR Part 471, Appendix A to Subpart A. The parties agree that the notice in this paragraph does not create any enforceable rights for any firm, organization, or individual.

CROWE GLOBAL NETWORK – Crowe LLP and its subsidiaries are independent members of Crowe Global, a Swiss organization. “Crowe” is the brand used by the Crowe Global network and its member firms, but it is not a worldwide partnership. Crowe Global and each of its members are separate and independent legal entities and do not obligate each other. Crowe LLP and its subsidiaries are not responsible or liable for any acts or omissions of Crowe Global or any other Crowe Global members, and Crowe LLP and its subsidiaries specifically disclaim any and all responsibility or liability for acts or omissions of Crowe Global or any other Crowe Global member. Crowe Global does not render any professional services and does not have an ownership or partnership interest in Crowe LLP or any other member. Crowe Global and its other members are not responsible or liable for any acts or omissions of Crowe LLP and its subsidiaries and specifically disclaim any and all responsibility or liability for acts or omissions of Crowe LLP and its subsidiaries. Visit www.crowe.com/disclosure for more information about Crowe LLP, its subsidiaries, and Crowe Global.



Report on the Firm's System of Quality Control

To the Partners of Crowe LLP
and the National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of Crowe LLP (the "Firm") applicable to engagements not subject to Public Company Accounting Oversight Board ("PCAOB") permanent inspection in effect for the year ended March 31, 2022. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants ("Standards").

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a system review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported on in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The Firm is responsible for designing and complying with a system of quality control to provide the Firm with reasonable assurance of performing and reporting in conformity with the requirements of applicable professional standards in all material respects. The Firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported on in conformity with the requirements of applicable professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of and compliance with the Firm's system of quality control based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act; audits of employee benefit plans; audits performed under Federal Deposit Insurance Corporation Improvement Act of 1991 (FDICIA); and examinations of service organizations (SOC 1[®] and SOC 2[®] engagements).

As a part of our peer review, we considered reviews by regulatory entities as communicated by the Firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Crowe LLP applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended March 31, 2022, has been suitably designed and complied with to provide the Firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)*, or *fail*. Crowe LLP has received a peer review rating of *pass*.

A handwritten signature in black ink that reads "Cherry Bekaert LLP".

Cherry Bekaert LLP
September 29, 2022



National Peer
Review Committee

October 20, 2022

Mark Baer
Crowe LLP
225 W Wacker DR Ste 2600
Chicago, IL 60606-1228

Dear Mark Baer:

It is my pleasure to notify you that on October 13, 2022, the National Peer Review Committee accepted the report on the most recent System Review of your firm. The due date for your next review is September 30, 2025. This is the date by which all review documents should be completed and submitted to the administering entity.

As you know, the report had a peer review rating of pass. The Committee asked me to convey its congratulations to the firm.

Thank you for your cooperation.

Sincerely,

A handwritten signature in black ink that reads "Michael Wagner". The signature is fluid and cursive.

Michael Wagner
Chair, National PRC

+1.919.402.4502

cc: Jeffrey Sabetta, Jennifer Allen

Firm Number: 900010014904

Review Number: 592839

220 Leigh Farm Road, Durham, NC 27707-8110
T: +1.919.402.4502 F: +1.919.419.4713
aicpaglobal.com | cimaglobal.com | aicpa.org | cima.org

INFORMATION ITEM: Seguin ISD Leadership Pipeline and Strategic Plan 2027 Update

RECOMMENDATION: That the Board of Trustees will be provided with an update on our progress year-to-date in collaboration with the Holdsworth partnership, specifically concerning the Seguin ISD Leadership Pipeline and Strategic Plan 2027.

RATIONALE: Providing the Board of Trustees with an update on our year-to-date work with the Holdsworth partnership and Strategic Plan 2027 ensures transparency, accountability, and informed decision-making regarding the partnership's effectiveness and alignment with district goals.

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

PAPERWORK IMPACT: None

BUDGET IMPACT/ INFORMATION: None

EXHIBITS: Presentation

RESOURCE PERSONNEL: Dr. Sam Hogue, Interim Deputy Superintendent
Steve Gonzalez, Chief Technology Officer
Jason Mummert, Director of School Leadership

Submitted by: _____ Date Submitted: 05/21/24
(Signature) Veronica V. J. [Signature]
(Name) Dr. Veronica V. J. Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614



The Power of Leadership

The Holdsworth Partnership + Strategic Plan 2027

Let's recap the Year 1 Journey of Seguin ISD

CURRENT REALITY

Used District Talent Assessment (DTA) to gather stakeholder input.

FUTURE REALITY

Inspired by the DTA, created a shared vision and prioritized outcomes.

MULTI-YEAR PLAN

Developed a strategic roadmap outlining the critical project initiatives to prioritize and concentrate efforts over the next four years.

PROJECT PLANS

Segmented the critical initiatives into comprehensive plans, each assigned a project lead, defined timelines, and measurable deliverables to track progress and ensure accountability.

TEAMS & STRUCTURES

Instituted meetings and internal structures to enable collaboration and alignment on key project workstreams.

Shared Vision

Our shared vision is to cultivate a culture of **O**ne Team, **L**earning together, **E**levating excellence in every endeavor.

Through continuous learning and a united approach, we aspire to encompass greatness as a cohesive team, achieving collective success and surpassing individual potential.



Revised SGS North Star Goal

80% or more of SISD students will be enrolled in a campus that is Tier 1 or Tier 2 by August 2027, based on the school performance framework campus tiering.

01 Priority Outcome

2:1 ratio of internal staff ready to step into the principal role.

02 Priority Outcome

Reduce the representation gap between students and teachers.

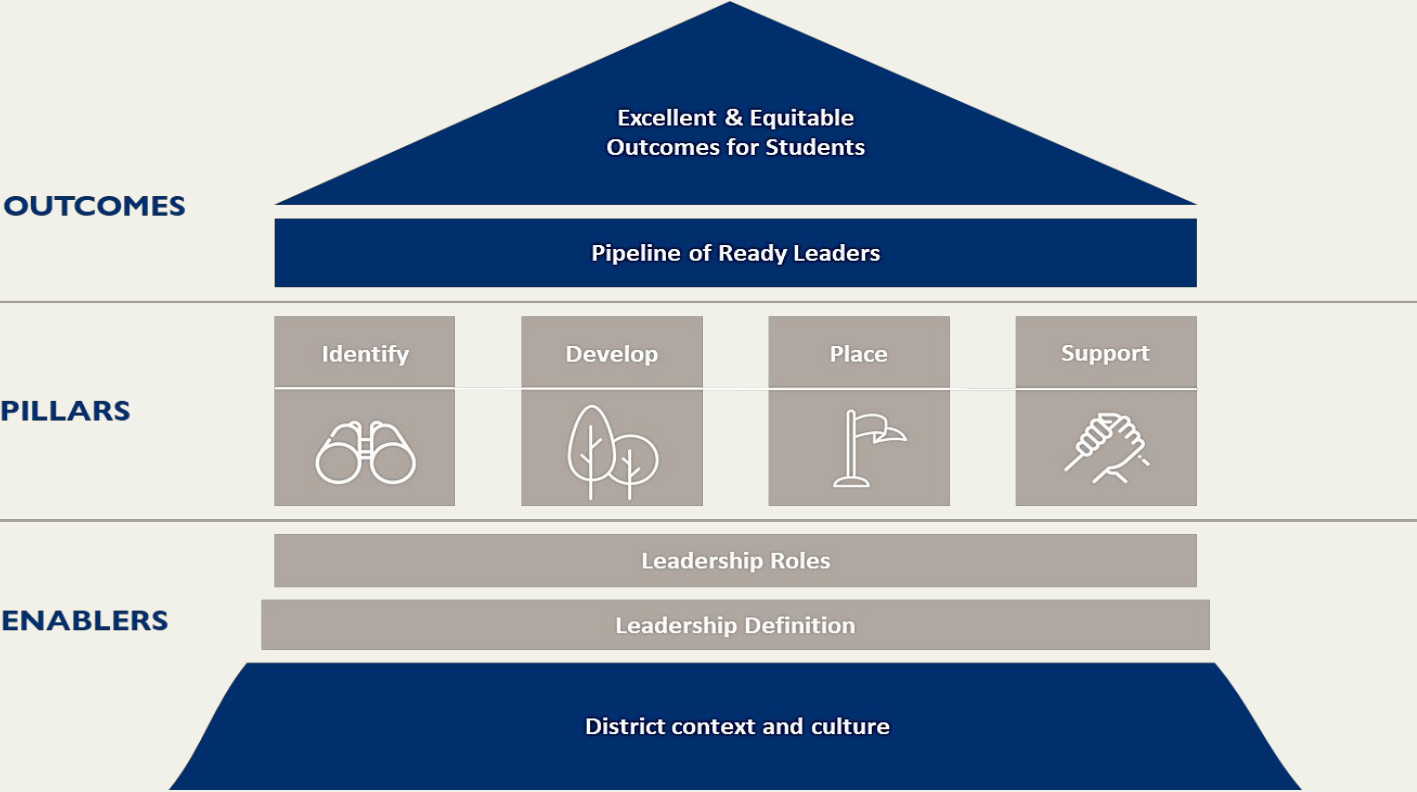
03 Priority Outcome

Reduce the number of internal transfers.

04 Priority Outcome

Build capacity of internal staff to support 100% of district talent systems.

We developed our leadership definition to guide this work – to define great leadership and prepare future leaders



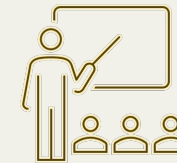
Our leadership definition names broad expectations for leadership...



... but leadership looks different depending on the role you play



Principals



Assistant Principals



Teacher Leaders

The work has now split into two focus areas, ensuring that the definition of leadership is woven into SISD

CLEARLY DEFINE LEADERSHIP

Rooted in behaviors that drive student learning
Rooted in district's priorities and culture
Simple, clear, memorable
Differentiated by leadership level

This spring, Principal Supervisor has worked to **activate** the leadership definition through principal development...

ALIGN LEADERSHIP DEVELOPMENT SYSTEMS

Most Systems are aligned to leadership definition
Clear and meaningful use of leadership definition

Leaders know and use the leadership definition

...and the communications team will use **communications tools** to ensure the leadership definition is understood by **target audiences**

Revised Strategic Goals 2027-Summative

Goal 1

Proposed - (HB3) Increase the percentage of third grade students who score meets grade level or above on STAAR (State of Texas Assessment of Academic Readiness) Reading from **40% to 55% by August 2027.**

Goal 2

Proposed - (HB3) Increase the percentage of third grade students who score meets grade level or above on STAAR Mathematics from **37% to 52% by August 2027.**

Revised Strategic Goals 2027-Summative

Goal 3

Proposed - (HB3) Increase the percentage of graduates who meet the College, Career, or Military Readiness (CCMR) requirements from 50.9% to 80% by August 2027.

Goal 4

Proposed - Seguin ISD will improve student, parent, community and staff satisfaction as determined by the Gallup Poll.

Revised Strategic Goals 2027-Summative (Northstar)

Goal 5

80% or more of SISD students will be enrolled in a campus that is Tier 1 or Tier 2 by August 2027, based on the school performance framework campus tiering.



Service First Plan (Tied into Strategic Plan)

- Based on individual division / department goals)
- Measurable
- Monthly Progress Report to SLT

Example "Service First" Goal for Technology Services:

Removing barriers to instruction by reducing the average resolution time for requests by 20% and increasing staff satisfaction by 15%.

Questions

INFORMATION ITEM:

Safety Audit Findings (closed session)

RECOMMENDATION:

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:

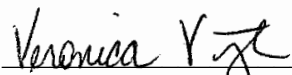
None

RESOURCE PERSONNEL:

Nikki Elaine Bittings, Chief Student Services Officer

Submitted by:

(Signature)



Date Submitted: 05/21/24

(Name)

Dr. Veronica Viji Superintendent

(Address)

1221 E. Kingsbury St., Seguin, TX 78155

(Telephone)

(830) 401-8614

Minutes of Regular Meeting

The Board of Trustees

Seguin ISD

A regular board meeting of the Board of Trustees of Seguin ISD was held Tuesday, April 23, 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; Monica Lyons, Chief Academic Officer; Elizabeth Oaks, Chief Financial Officer; Joel Trevino, Chief Human Resources Officer; Christine Perez, Seguin High School Principal; Linda Guzman, A.J. Briesemeister Middle School; Pete Silvius, Director of Whole Child Initiatives; 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 Matthew Hoblin, a seventh grade student, from A.J. Briesemeister Middle 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. She also provided information regarding the renaming of the former Mercer-Blumberg Learning Center, located at the district office, to The Jack Lee Learning Center.

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 Briesemeister MS, Mercer Blumberg Learning Center and Seguin High School**

Dr. Vijil was honored to recognize Matthew Hoblin, seventh grade student at Briesemeister Middle School, Melina Sanchez, eleventh grader at Mercer Blumberg Learning Center, and Gabriel (Gabe) Soliz, eleventh grade student at Seguin High School, for going above and beyond as leaders and exceptional students in and out

of the classroom. They are both excellent role models working hard to achieve their goals while assisting their peers.

- **Seguin High School Starsteppers**

Dr. Vijil was honored to recognize the Seguin High School Starsteppers for competing at the National level in Hawaii and for receiving the following accolades:

- 1st Team Modern, Hip-Hop, Open Routines
- 1st Runner Up National Large Team
- 4th Runner Up Overall National Champions
- 1st Officer Pom, Military, Modern
- National Champion Large Officer Group
- 3rd Runner Up Overall National Officer Group

- **Superintendent's Award**

Dr. Vijil was honored to recognize Chelsea Long, Seguin ISD Behavior Coordinator, as the April recipient of the Superintendent's Leadership Apple Award for going above and beyond daily duties to cultivate, inspire, and empower her students, colleagues, and Seguin ISD community.

B. Campus Highlight

The presentation was provided courtesy of A.J. Briesemeister Middle School. Mrs. Guzman, principal, and her staff shared information highlighting campus goals and how they relate to their strategic plan, along with a new construction update.

3. Audience with the Board

No one signed up to address the Board.

4. Reports/Information Items:

A. Introduction of Newly Appointed Administrators

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

- **Elizabeth Oaks – Chief Financial Officer**

B. Information Regarding Purchases Through the DIR Purchasing Cooperative for a total cost of \$209,762

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

*Computer Solutions: Reference #DIR-TSO-4167 CISCO Systems Branded Hardware, Networking Equipment, Servers, Data Storage Solutions, and Related Services - \$209,762.

C. Information Regarding Purchases Through the BuyBoard Purchasing Cooperative for a total cost of \$1,597,181

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

*Meteor Education, LLC: Reference #667-22 Furniture for School, Office, Science, Library, and Dormitory - \$383,409.

*Indeco Sales, Inc: Reference #667-22 Furniture for School, Office, Science, Library, and Dormitory - \$1,213,772.

- 5. Closed Meeting** –The Board went into closed session at 7:18 p.m.
- A.** Pursuant to Texas Government Code Section §§ 551.071, 551.074, 551.129 - Consultation with legal counsel including possible telephone consultation with legal counsel, as necessary, to address legal concerns, implications, and answer any legal questions regarding posted agenda items.
 - 1. Safety Audit Findings (closed session)
 - 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 Proposed Recommendation For Termination of Probationary Contract Employee(s)
 - 2. Discussion Regarding Proposed Recommendation For Nonrenewal of Chapter 21 Term Contract 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 8:15 p.m. Mrs. Crettenden left the meeting at 8:06 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.
 - 1. Possible Action Regarding Proposed Recommendation For Termination of Probationary Contract Employee(s). No action was taken on this item.
 - 2. Possible Action Regarding Proposed Recommendation For Nonrenewal of Chapter 21 Term Contract Employee(s).

Mr. Jenkins moved, seconded by Ms. Duncan approved the Superintendent’s recommendation regarding the Nonrenewal of Chapter 21 Term Contract Employee as discussed in closed session.

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

Nays: None

- 7. Consent Agenda Items – Consider and Possible Approval:**
- A. Approval of Board Minutes for:**
Public Hearing, March 26, 2024
Regular Meeting, March 26, 2024
 - B. Approval of Tax Collection Reports for March 2024**
The Board of Trustees approved the Guadalupe County Tax Office Monthly Recap from Daryl John, Guadalupe County Tax Assessor-Collector for March, 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 February 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 February 29, 2024.
 - D. Approval of Investment Report for the Third Quarter Ended March 31, 2024**
The Board of Trustees approved the Investment Report for the Quarter ended March 31, 2024. State law and Board Policy require quarterly reports regarding the District’s investments. This

report is designed to allow the Board of Trustees to review the investment activity for the Third Quarter Ended March 31, 2024. The District’s earnings rates, investment position, and yield information are presented for the period

E. 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 four response 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: Dumas Hardware Co., San Antonio Sound & Light, Fastsigns of New Braunfels, and Diamondback Landscaping. 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.

F. Instructional Materials Allotment (IMA) TEKS Certification

The Board of Trustees approved the Instructional Materials Allotment TEKS Certification for the 2024-2025 school year. Districts are required to certify annually to the State Board of Education and to the Commissioner that for each subject area in the required curriculum students have access to the instructional materials that cover all of the Texas Essential Knowledge and Skills (TEKS). Districts will be unable to submit any requisitions or disbursements of IMA funds until the certification has been approved and submitted to the Texas Education Agency.

G. County Extension Agents as Adjunct Staff Members

The Board of Trustees approved the following Hays County Extension Agents as adjunct staff members of the Seguin I.S.D.: Kate Blankenship, Aaron McCoy, and Sierra Murray. In previous years, the Board of Trustees has approved the County Extension Agents to serve as adjunct District staff members. Extension Service regulations require annual approval of their members to serve as adjunct staff members; thus, once again approval is being requested.

H. Personnel Information – Professional Employees

The Board of Trustees received information regarding the following new hires and resignations for the 2023-2024 school year listed below:

New Hire Elections:

Name	Campus	Effective Date
Frazier, Wayne	Seguin High School	8/5/24
Garcia, Yericca	Koennecke Elementary	8/5/24
Merkord, Emily	McQueeney Elementary	8/5/24
Sandwith, Lorene	Weinert Elementary	8/5/24
Trowbridge, Stephanie	Rodriguez Elementary	8/5/24

* Returning Seguin ISD employee

Resignations:

Arevalo, Dominga, Koennecke Elementary, effective 5/28/24

Ms. Arevalo, 3rd Grade Dual Language Teacher, has resigned due to certification.

Ms. Arevalo has 1 year with Seguin ISD.

Borden, Cynthia, Learning Leadership and Innovation, effective 12/31/24

Ms. Borden, Director of Federal and State Accountability, has resigned and elected to retire.

Ms. Borden has 12 years with Seguin ISD.

Bough, Richard, Seguin High School, effective 5/28/24

Mr. Bough, CTE Director, has resigned due to other employment.

Mr. Bough has 4 years with Seguin ISD.

Brodbeck, Taylor, McQueeney Elementary, effective 5/31/24

Ms. Brodbeck, Second Grade Teacher, has resigned due to family reasons.

Ms. Brodbeck has 3 years with Seguin ISD.

Burton, Jaimie, Jefferson Elementary, effective 4/25/24

Ms. Burton, Academic Dean, has resigned due to other employment.

Ms. Burton has 5 years with Seguin ISD.

Jimenez, Angel, Seguin High School, effective 5/31/24

Ms. Jimenez, EA Teacher, has resigned due to certification.

Ms. Jimenez has 1 year with Seguin ISD.

Johnson, Alyssa, Vogel Elementary, effective 5/31/24

Ms. Johnson, 3rd Grade Teacher, has resigned due to relocation.

Ms. Johnson has 2 years with Seguin ISD.

Luna, Ashley, McQueeney Elementary, effective 5/31/24

Ms. Luna, 1st Grade Teacher, has resigned due to other employment.

Ms. Luna has 2 years with Seguin ISD.

Mac Diarmid, Sean, Jefferson Elementary, effective 5/31/24

Mr. Mac Diarmid, 3rd Grade Teacher, has resigned due to relocation.

Mr. Mac Diarmid has 1 year with Seguin ISD.

Marsh, Renelle, Seguin High School, effective 5/31/24

Ms. Marsh, Music & Piano Teacher, has resigned due to relocation.

Ms. Marsh has 1 year with Seguin ISD.

Moeller, Kayla, Rodriguez Elementary, effective 5/31/24

Ms. Moeller, 5th Grade Teacher, has resigned due to certification.

Ms. Moeller has 5 years with Seguin ISD.

Murray, McKenna, Weinert Elementary, effective 5/28/24

Ms. Murray, 4th Grade Teacher, has resigned due to relocation.

Ms. Murray has 1 year with Seguin ISD.

Ortiz, Chandler, Jefferson Elementary, effective 5/31/24

Ms. Ortiz, 3rd Grade Teacher, has resigned due to relocation.

Ms. Ortiz has 3 years with Seguin ISD.

Ortiz, Robert, Seguin High School, effective 5/31/24

Mr. Ortiz, Special Education Teacher, has resigned due to relocation.

Mr. Ortiz has 3 years with Seguin ISD.

Palmer, Amy, Jim Barnes Middle School, effective 5/31/24

Ms. Palmer, 7th Grade ELAR Teacher, has resigned due to certification.

Ms. Palmer has 1 year with Seguin ISD.

Parker, Andrea, Jim Barnes Middle School, effective 5/24/24

Ms. Parker, Art Teacher, has resigned due to other employment.

Ms. Parker has 1 year with Seguin ISD.

Parris, Michal, Jim Barnes Middle School, effective 5/31/24

Ms. Parris, Special Education Teacher, has resigned to further her education.

Ms. Parris has 1 year with Seguin ISD.

Pelaez, Mariah, Jim Barnes Middle School, effective 5/31/24

Ms. Pelaez, EA Teacher, has resigned due to certification.

Ms. Pelaez has 1 year with Seguin ISD.

Ray, Chenoa, Jefferson Elementary, effective 5/31/24

Ms. Ray, 3rd Grade Teacher, has resigned due to relocation.

Ms. Ray has 1 year with Seguin ISD.

Ryker, Patrick, Seguin High School, effective 5/31/24

Mr. Ryker, Math Teacher, has resigned due to other employment.

Mr. Ryker has 1 year with Seguin ISD.

Saldana, Joseph, A.J. Briesemeister Middle School, effective 5/31/24

Mr. Saldana, Special Education Teacher, has resigned to further his education.

Mr. Saldana has 5 years with Seguin ISD.

Saunders, Kimberly, Seguin High School, effective 5/31/24

Ms. Saunders, English Teacher, has resigned and elected to retire.

Ms. Saunders has 15 years with Seguin ISD.

Scheele, Curtis, Discipline Alternative School at Saegert, effective 5/31/24

Mr. Scheele, Social Studies Teacher, has resigned due to other employment

Mr. Scheele has 1 year with Seguin ISD.

Schmidt, Jason, Jim Barnes Middle School, effective 8/30/24

Mr. Schmidt, Principal, has resigned and elected to retire.

Mr. Schmidt has 6 years with Seguin ISD.

Seals, Geoffrey, Jim Barnes Middle School, effective 5/31/24

Mr. Seals, 6th Grade Reading Teacher and Yearbook Advisor, has resigned due to relocation.

Mr. Seals has 2 years with Seguin ISD.

Swanson, Barbara, Ball Early Childhood Center, effective 5/31/24

Ms. Swanson, Pre-Kindergarten Teacher, has resigned and elected to retire.

Ms. Swanson has 15 years with Seguin ISD.

Toto, Emmaleigh, Seguin High School, effective 5/31/24

Ms. Toto, English Teacher, has resigned due to other employment.

Ms. Toto has 1 year with Seguin ISD.

Valentin, Vinkel, Jim Barnes Middle School, effective 5/31/24

Mr. Valentin, Science Teacher, has resigned due to other employment.

Mr. Valentin has 1 year with Seguin ISD.

Wetuski, Brooke, A.J. Briesemeister Middle School, effective 5/31/24

Ms. Wetuski, Language Arts Teacher, has resigned due to medical reasons.

Ms. Wetuski has 2 years with Seguin ISD.

I. Acknowledge Public Information Act Requests March-April 2024

The Board of Trustees received information regarding the Public Information Act requests received since April 10, 2024. The purpose of this agenda item is to keep trustees apprised of the District's Public Information program

Ms. Duncan moved, seconded by Mrs. Mueller to approve Consent Action Items:

A. Approval of Board Minutes for:

Public Hearing, March 26, 2024

Regular Meeting, March 26, 2024

B. Approval of Tax Collection Reports for March 2024

C. Approval of Proposed Budget Amendments & Financial Statements for February 2024

D. Approval of Investment Report for the Third Quarter Ended March 31, 2024

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

F. Instructional Materials Allotment (IMA) TEKS Certification

G. County Extension Agents as Adjunct Staff Members

H. Personnel Information – Professional Employees

I. Acknowledge Public Information Act Requests March-April 2024

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

Nays: None

8. Action Items

A. Consideration and Adoption of Human Sexuality Instructional Materials Based on School Health School Advisory Council Recommendation

Mr. Bright moved, seconded by Ms. Duncan, to table this agenda item for a future meeting due to a correction that needs to be made on the title.

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

Nays: None

B. Approval of the General Contractor for the Additions and Renovations at Barnes Middle School (RFCSP #: 24-08)

Ms. Duncan moved, seconded by Mr. Jenkins, to authorize the Superintendent to negotiate and possibly execute a contract with Koehler Company as the General Contractor of the Additions and Renovations project at Barnes Middle School (RFCSP #: 24-08).

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

Nays: None

C. Approval of the General Contractor for the new McQueeney Elementary School (RFCSP #: 24-09)

Mrs. Mueller moved, seconded by Mr. Amador, to authorize the Superintendent to negotiate and possibly execute a contract with Nunnelly General Contractors as the General Contractor of the new McQueeney Elementary School (RFCSP #: 24-09).

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

Nays: None

D. Approval of the General Contractor for Safety and Security (RFP #: 24-10)

Ms. Duncan moved, seconded by Mr. Jenkins, to authorize the Superintendent to execute a contract with MTX General Contractors, LLC as the General Contractor of the Safety and Security Projects

at Ball Early Childhood Center, Saegert, AJ Briesemeister, Seguin High School, and six (6) Elementary Schools (RFP #: 24-10).

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

Nays: None

E. Adoption of Resolution Regarding Wage Payments During Emergency School Closing (No Premium Payments)

Mr. Bright moved, seconded by Mr. Amador, to adopt the resolution stating to continue wage payments to all regular employees effective for a one-day closure on Monday, April 8, 2024. The resolution will aim to help alleviate rising concerns surrounding transportation and attendance during what promises to be an awe-inspiring experience. This decision reflects our commitment to the safety and well-being of our students, staff, and families.

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

Nays: None

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

Mr. Bright moved, seconded by Ms. Duncan to approve the addition of Elizabeth Oaks, 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.

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

Nays: None

Mrs. Crettenden returned to the meeting at 8:41 p.m.

G. TEA Instructional Materials Adoption

Mr. Amador moved, seconded by Mr. Bright, to adopt Savvas as the instructional materials for Science (K-12) and CTE Science courses. The final selection must be recorded in the Board minutes. Proclamation 2024 includes instructional materials for the following courses: Science (K-12); Technology Applications (K-8); CTE. The instructional materials adopted under this proclamation are scheduled to be implemented in the 2024-2025 school year. The instructional materials will be ordered by school districts and open-enrollment charter schools through the Texas Education Agency’s (TEA) Educational Materials (EMAT) system. The science teachers provided feedback after the instructional materials showcase which were available for public viewing upon Board review as part of the adoption process.

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

Nays: None

9. Board Comments and Request

Ms. Duncan was not able to see the screen on her computer.

Mr. Bright thanked the School Health Advisory Council for all their hard work, he is not trying to take away from that, however, he wants to make sure everything is done right on the very important topic of health education.

Mr. Jenkins also agreed and mentioned the health education is a very important topic that needs to be addressed.

All prior Board requests have been addressed.

10. Adjourn

Mr. Amador moved, seconded by Mr. Jenkins, to adjourn the meeting. The meeting adjourned at 8:44 p.m.

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

Nays: None

Secretary/May 21, 2024

President/May 21, 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, May 1, 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 (arrived at 6:16 p.m.), Grace Mueller, and Dr. Veronica Vijil, Superintendent

Absent:

Also Present: Nikki Bittings, Chief Student Services Officer; Dr. Samuel Hogue, Deputy Superintendent; Elizabeth Oaks, Chief Financial Officer; Joel Trevino, Chief Human Resources Officer; Danica Murillo, Deputy Chief of Human Resources; Christine Perez, Seguin High School Principal; James Pizana, Construction Project Manager; Florin Popa, Partner with PB Group LLC; Christopher Schulz and Morgan Starr with Schulman, Lopez, Hoffer & Adelstein, LLP; Courtney Hilliard with Hilliard Legal PLLC, and Nancy Ramirez, Superintendent Secretary and Media.

1. Call to Order

A. Mr. Guerra called the meeting to order at 6:02 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. Bright, followed by a moment of silence.

2. Audience with the Board

No one signed up to address the Board.

3. Open Session:

A. Conduct Non-Renewal Hearing for Term Contract Employee under Texas Education Code 21.0207

Mr. Schulz addressed the Board and asked the Board to move on to closed session to allow time for the employee in question and his attorney to arrive.

4. Closed Meeting: The Board went into closed session at 6:07 p.m.

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

B. Pursuant to Texas Government Code Section § 551.074 - 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.

5. Reconvene to Open Meeting –The Board reconvened at 7:01 p.m. The Board recessed from 7:02 p.m. until 7:44 p.m.

A. Possible Action on Non-Renewal of Term Contract
No action was taken.

B. Consideration and approve delegation of authority to the Superintendent relating to A.J. Briesemeister Middle School construction project which includes termination of the Contractor and/or making a claim under the performance bond if the Superintendent determines such action to be in the best interest of the District.

Mr. Bright moved, seconded by Mr. Amador to approve the delegation authority to the Superintendent relating to A.J. Briesemeister Middle School construction project.

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

Nays: None

6. Adjourn

Mr. Amador moved, seconded by Mrs. Crettenden to adjourn the meeting. The meeting adjourned at 7:46 p.m.

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

Nays: None

Secretary/May 21, 2024

President/May 21, 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, May 8, 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, Grace Mueller, and Dr. Veronica Vijil, Superintendent

Absent: Carl Jenkins

Also Present: Nikki Bittings, Chief Student Services Officer; Dr. Samuel Hogue, Deputy Superintendent; Monica Lyons, Chief Academic Officer; Elizabeth Oaks, Chief Financial Officer; Joel Trevino, Chief Human Resources Officer; Danica Murillo, Deputy Chief of Human Resources; Jason Mummert, Director of School Leadership; Jacob Galvan, Director of Child Nutrition; Pete Silvius, Director of Whole Child Initiative and, Nancy Ramirez, Superintendent Secretary.

1. Call to Order

A. Mr. Guerra called the meeting to order at 6:32 p.m. and a quorum was established.

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

C. The pledges were led by Ms. Duncan, followed by a moment of silence.

2. Audience with the Board

No one signed up to address the Board.

3. Open Session:

A. Consideration and Adoption of Health Education Materials Based on School Health Advisory Council Recommendation

Ms. Duncan moved, seconded by Mr. Bright to adopt the Mind Matters for use with 6th-12th grade students in Seguin ISD. This recommendation is in response to HB 3908 also known as Tucker's Law. Texas Education Code (TEC) 28.004(c) 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 in the dangers of opioids, including addiction to and abuse of synthetic opioids such as fentanyl.

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

Nays: None

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

Mr. Bright moved, seconded by Mr. Amador to approve the Superintendent's recommendations for probationary contract, term contract renewals, employment agreements for teachers and other non-administrative staff contracts, and termination of probationary contracts.

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

Nays: None

C. Consider Recommendations for Term Contracts, Probationary Contracts, and Employment Agreements for Administrative Personnel

Ms. Duncan moved, seconded by Mrs. Crettenden to approve contract renewals, employment agreements, and/or extensions for administrative personnel as recommended.

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

Nays: None

4. Budget Workshop:

A. 2024-2025 Budget Development Update

The Board received information from Ms. Oaks regarding the 2024-25 budget development, including but not limited to the general operating fund, revenue, funding, proposed Child Nutrition budget, potential salary scenarios, and budget and tax rate timelines. All board questions and comments were addressed.

1. Information Regarding Property Values and Funding for Fiscal Year 2025

This topic was discussed during the Budget Workshop.

5. Adjourn

Mr. Amador moved, seconded by Ms. Duncan, to adjourn the meeting. The meeting adjourned at 8:14 p.m.

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

Nays: None

Secretary/May 21, 2024

President/May 21, 2024

ACTION ITEM:

Approval of Tax Collection Reports for April 2024

RECOMMENDATION:

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

Current	\$	539,157
Delinquent		(1,452)
Penalty and Interest		84,316
Total Monthly Collections	\$	<u>622,021</u>

Total Tax Collections Year to Date	\$	<u>53,137,274</u>
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Delinquent Tax Levy	3,311,504
Percent Collected through April, 2024	56.49%
Percent of Tax Levy Collected last year	55.56%

EXHIBITS:

None

RESOURCE PERSONNEL:

Elizabeth Oaks, Chief Financial Officer, RTSBA
Sally Eckhart, Budget Coordinator

Submitted by:

(Signature)

(Name)

(Address)

(Telephone)

Veronica Vijil

Date Submitted: 05/21/24

Dr. Veronica Vijil, Superintendent

1221 E. Kingsbury St., Seguin, TX 78155

(830) 401-8614

ACTION ITEM: **Approval of Proposed Budget Amendments & Financial Statements for March 2024**

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 March 31, 2024.

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: Elizabeth Oaks, Chief Financial Officer, RTSBA
Sally Eckhart, Budget Coordinator

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



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

Date Submitted: 05/21/24

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

93 - Payments to the Fiscal Agent or Member Districts of a Shared Service Arrangement

**Seguin Independent School District
Proposed Budget Amendments and Financial Statements
General Operating Fund
March 2024**

	Budget				Actual			Budget Remaining	
	Adopted Budget	March 1, 2024	Proposed Amendment(s)		March 31, 2024	March 1, 2024	Current Month		March 31, 2024
		Amended Budget	Programmatic Changes	Balance Neutral	Amended Budget	Year to Date	Activity		Year to Date
REVENUE									
Local									
Property Taxes-Current	40,892,558	35,000,000	-	-	35,000,000	32,471,416	769,339	33,240,755	1,759,245
Property Taxes-Delinquent	700,000	800,000	-	-	800,000	965,156	(10,280)	954,876	-
Property Taxes-Penalty & Interest	375,000	500,000	-	-	500,000	257,793	43,384	301,177	198,823
Interest Income	875,000	1,179,320	-	-	1,179,320	1,076,927	171,610	1,248,537	-
Other Local Income	106,000	105,000	-	-	105,000	244,379	15,485	259,864	-
State	25,804,767	33,993,604	100,000	-	34,093,604	17,482,284	729,848	18,212,132	15,881,472
Federal	1,167,000	1,717,000	207,500	-	1,924,500	1,167,362	307,000	1,474,363	450,137
REVENUE	69,920,325	73,294,924	307,500	-	73,602,424	53,665,317	2,026,387	55,691,704	18,289,677
EXPENSE									
11 - Instruction	38,323,483	43,100,986		168,763	43,269,749	21,511,486	3,185,384	24,696,870	18,572,879
12 - Instructional Resources & Media Svcs	1,055,793	1,110,492		(1,146)	1,109,346	608,685	78,292	686,977	422,369
13 - Curr & Instructional Staff Development	577,483	770,165		(1,105)	769,060	407,181	34,485	441,667	327,393
21 - Instructional Leadership	2,062,583	2,055,151		(357)	2,054,794	1,287,385	156,055	1,443,440	611,354
23 - School Leadership	4,800,008	5,160,812		(626)	5,160,186	3,086,459	402,997	3,489,457	1,670,729
31 - Guidance & Counseling Services	2,586,821	2,823,424		(27)	2,823,397	1,597,230	342,022	1,939,252	884,145
32 - Social Work Services	641,559	760,039		-	760,039	473,658	59,039	532,697	227,342
33 - Health Services	818,922	848,420		-	848,420	452,080	64,197	516,276	332,144
34 - Student Transportation	3,248,960	3,445,547		-	3,445,547	1,974,038	263,930	2,237,968	1,207,579
35 - Food Service	-	-		-	-	-	-	-	-
36 - Co-curricular Activities	2,097,243	2,344,528		1,998	2,346,526	1,434,563	180,534	1,615,098	731,428
41 - General Administration	3,028,229	3,328,775		100,000	3,428,775	2,667,329	212,350	2,879,680	549,095
51 - Plant Maintenance & Operations	7,381,576	8,274,629		-	8,274,629	5,582,985	603,077	6,186,062	2,088,567
52 - Security & Monitoring Services	543,577	1,183,287		-	1,183,287	841,332	110,277	951,609	231,678
53 - Data Services	1,993,392	2,819,178		40,000	2,859,178	1,700,696	150,234	1,850,930	1,008,248
61 - Community Services	30,022	32,167		-	32,167	10,788	2,065	12,853	19,314
71 - Debt Services	-	665,000		-	665,000	665,000	-	665,000	-
81 - Facilities Acquisition & Construction	-	3,549,495		-	3,549,495	1,604,694	100,725	1,705,419	1,844,076
93 - Pmts to Fiscal Agent/Member Distr of SSA	-	1,946,727		-	1,946,727	-	-	-	1,946,727
99 - Intergovernmental Charges (Appraisal Svcs)	730,684	842,464		-	842,464	413,383	214,539	627,922	214,542
EXPENSE	69,920,325	85,061,286	-	307,500	85,368,786	46,318,974	6,160,204	52,479,178	32,889,608
REVENUE OVER/(UNDER) EXPENSE	\$ -	\$ (11,766,362)	\$ 307,500	\$ (307,500)	\$ (11,766,362)	\$ 7,346,342	\$ (4,133,817)	\$ 3,212,526	\$ (14,599,930)

Other Sources	-	-	-	-	-	-	-	-	-
Other Uses	-	-	-	-	-	-	-	-	-
OTHER SOURCES AND USES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
RESULT OF ACTIVITIES	\$ -	\$ (11,766,362)	\$ 307,500	\$ (307,500)	\$ (11,766,362)	\$ 7,346,342	\$ (4,133,817)	\$ 3,212,526	\$ (14,599,930)

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 (official test will use actuals at year end)
23 - 24 Beginning Unassigned Fund Balance	\$ 34,750,830	85,368,786
23 - 24 Actual Year to Date Revenue Over/(Under) Expense	\$ 3,212,526	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	\$ (14,599,930)	Assigned for Advanced Competition travel reserve
23 - 24 Estimated Year End Result of Activities	\$ (11,387,405)	Assigned for 23-24 QZAB Payment (7 of 15)
* 23 - 24 Estimated Ending Unassigned Fund Balance (Unaudited)	\$ 23,832,290	Assigned for Teacher Incentive Allotment Program Development
		Assigned for Welding Shop Upgrades
		Assigned for Holdworth contract
		Assigned for SAFE contract
		Assigned for Cardonex training & software
		Assigned for Covid 19 Funding Reserve
		Assigned for Retention Stipends & Sign-on Bonuses
		Assigned for Natl Bld of Prof Teaching Stnd-TEA fees
		Assigned for STARS Security Services
		Assigned for PLC Phase 1 renovations
		Assigned for ABRE Subscription
		Assigned for Outdoor Learning Center FY 23-24 budget
		Assigned for Outdoor Learning Center land purchase
		Assigned for Baseball/Softball field completion
		Total Non-Operating Expenses
		23 - 24 Budgeted Operating Expense (official test will use actuals at year end)
		25% Unassigned Fund Balance Criteria as per Board Policy CE (LOCAL)
		23 - 24 Minimum Unassigned Fund Balance
		* 23 - 24 Estimated Ending Unassigned Fund Balance (Unaudited)
		Projected Unassigned Fund Balance Over/(Under) CE (LOCAL) Requirement

Seguin Independent School District
 Budget Amendment Detail For General Operating Fund
 March, 2024

Budget Report - Attachment 1
 21-May-2024

Revenues:

BUA 502		
Budget E-rate reimbursements to purchase Technology Assurance infrastructure and replace student chromebooks	\$	207,500
BUA 502		
Budget increase in Legal fees due for Tax Collection Audits and additional services rendered, including but not limited to property purchases	\$	100,000
Total Revenue Increase (Decrease)		<u>\$ 307,500</u>

Expenditures:

BUA 502		
Budget E-rate reimbursements to purchase Technology Assurance infrastructure and replace student chromebooks	\$	207,500
BUA 502		
Budget increase in Legal fees due for Tax Collection Audits and additional services rendered, including but not limited to property purchases	\$	100,000
Total Expenditures Increase (Decrease)		<u>\$ 307,500</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
March 2024**

	Budget					Actual			Budget Remaining
	Adopted Budget	March 1, 2024	Proposed Amendment(s)		March 31, 2024	March 1, 2024	Current Month	March 31, 2024	
		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	101,354	13,207	114,561	-
Other Local Income	443,500	443,500	-	-	443,500	190,029	17,232	207,261	236,239
State	121,500	121,500	-	-	121,500	6,500	36,781	43,281	78,219
Federal	6,025,000	6,025,000	-	-	6,025,000	4,352,993	522,565	4,875,558	1,149,442
REVENUE	6,610,000	6,610,000	-	-	6,610,000	4,650,876	589,785	5,240,661	1,463,900
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	7,566,718	-	-	7,566,718	4,578,290	539,998	5,118,289	2,448,429
36 - Co-curricular Activities									
41 - General Administration									
51 - Plant Maintenance & Operations	19,500	19,500	-	-	19,500	8,400	150	8,551	10,949
52 - Security & Monitoring Services	7,000	7,000	-	-	7,000	397	44	442	6,559
53 - Data Services									
61 - Community Services									
71 - Debt Services									
81 - Facilities Acquisition & Construction									
99 - Intergovernmental Charges (Appraisal Svcs)									
EXPENSE	6,610,000	7,593,218	-	-	7,593,218	4,587,088	540,193	5,127,281	2,465,937
REVENUE OVER/(UNDER) EXPENSE	\$ -	\$ (983,218)	\$ -	\$ -	\$ (983,218)	63,788	49,592	113,380	(1,002,037)
Other Sources	-	-	-	-	-				
Other Uses	-	-	-	-	-				
OTHER SOURCES AND USES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
RESULT OF ACTIVITIES	\$ -	\$ (983,218)	\$ -	\$ -	\$ (983,218)	63,788	49,592	113,380	

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>			
	\$	113,380	
<i>23 - 24 Actual Year to Date Other Sources and Uses</i>			
	\$	-	
<i>23 - 24 Budget Remaining Revenue Over/(Under) Expense</i>			
	\$	(1,002,037)	
23 - 24 Estimated Year End Result of Activities	\$	(888,657)	
23 - 24 Estimated Ending Fund Balance (Unaudited)	\$	2,460,568	

Seguin Independent School District
Budget Amendment Detail For Child Nutrition Fund
March, 2024

Budget Report - Attachment 1
21-May-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
March 2024

	Budget				Actual			Budget Remaining	
	Adopted Budget	March 1, 2024	Proposed Amendment(s)		March 31, 2024	March 1, 2024	Current Month		March 31, 2024
		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	17,083,225	403,500	17,486,725	-
Property Taxes-Delinquent	250,000	250,000	-	-	250,000	410,034	(8,171)	401,863	-
Property Taxes-Penalty & Interest	100,000	100,000	-	-	100,000	109,157	20,700	129,857	-
Interest Income	-	-	-	-	-	393,869	85,112	478,981	-
Other Local Income	-	-	-	-	-	795	-	795	-
State	-	-	-	-	-	1,209,307	-	1,209,307	-
Federal	-	-	-	-	-	-	-	-	-
REVENUE	15,914,000	15,914,000	-	-	15,914,000	19,206,386	501,142	19,707,528	-
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	15,862,456	400	15,862,856	51,144
81 - Facilities Acquisition & Construction									
99 - Intergovernmental Charges (Appraisal Servs)									
EXPENSE	15,914,000	15,914,000	-	-	15,914,000	15,862,456	400	15,862,856	51,144
REVENUE OVER/(UNDER) EXPENSE	\$ -	\$ -	\$ -	\$ -	\$ -	3,343,931	500,742	3,844,672	\$ (51,144)
Other Sources	-	-	-	-	-	-	4,643	4,643	
Other Uses	-	-	-	-	-	-	-	-	
OTHER SOURCES AND USES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,642.50	\$ 4,642.50	
RESULT OF ACTIVITIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,343,931	\$ 505,384	\$ 3,849,315	

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	\$	3,844,672	
23 - 24 Actual Year to Date Other Sources and Uses	\$	4,643	
23 - 24 Budget Remaining Revenue Over/(Under) Expense	\$	(51,144)	
23 - 24 Estimated Year End Result of Activities	\$	3,798,170	
23 - 24 Estimated Ending Fund Balance (Unaudited)	\$	18,569,203	

Seguin Independent School District
Budget Amendment Detail For Debt Service Fund
March, 2024

Budget Report - Attachment 1
21-May-2024

Revenues:

Total Revenue Increase (Decrease) \$ -

Expenditures:

Total Expenditures Increase (Decrease) \$ -

Other Sources:

Total Other Sources Increase (Decrease) \$ -

ACTION ITEM:

Approval of Donations Received April 2024

RECOMMENDATION:

That the Board of Trustees approve donations received by the District during the month of April 2024.

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:

Elizabeth Oaks, Chief Financial Officer, RTSBA
Sally Eckhart, Budget Coordinator

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



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

Date Submitted: 05/21/24

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

Donor	Purpose	Campus Receiving Donation	Date Rcvd	Amount	Board Approval
Knights of Columbus	PBIS program	Patlan Elementary	04/11/24	\$ 1,000.00	Pending
Knights of Columbus	Autism Awareness-EA sensory lab	Jefferson Elementary	04/12/24	\$ 2,400.00	pending
Cargill	Student events and needs	Seguin High School FFA	04/17/24	\$ 1,000.00	Pending

NOTE: This listing includes only documented, unsolicited donations received by the District during April 2024. Additional donations may have been received by campuses and subsequently deposited by the campus or student group without providing detailed documentation to the Business Department.

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

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

RATIONALE: A Request for Proposals (RFP#: 24-02) was issued on June 5, 2023 for Plumbing Systems Maintenance, Equipment, Parts, and Services. The bid was competitively solicited in compliance with Board Policy. Of the 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: Mark's Plumbing Parts and Way Mechanical. 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: Elizabeth Oaks, Chief Financial Officer, RTSBA
Jennifer Raske Martinez, Purchasing Coordinator, RTSBA

Submitted by: _____ Date Submitted: 05/21/24
(Signature) Veronica Vijil
(Name) Dr. Veronica Vijil, Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614

SEGUIN INDEPENDENT SCHOOL DISTRICT
VENDOR RECOMMENDATION FORM

RFP #: 24-02, PLUMBING

BID CLOSING DATE: JUNE 30, 2026

ISSUING DEPARTMENT(S): MAINTENANCE

VENDOR	SERVICES PROVIDED	Recommended
Mark's Plumbing Parts	Plumbing parts	Y
Way Mechanical	Plumbing services and supplies	Y

Note:

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

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

ACTION ITEM: **Approval of District-Wide 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: Way Mechanical. 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: Elizabeth Oaks, Chief Financial Officer, RTSBA
Jennifer Raske Martinez, Purchasing Coordinator, RTSBA

Submitted by: _____ Date Submitted: 05/21/24
(Signature) Veronica V. J. [Signature]
(Name) Dr. Veronica V. J., Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614

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
Way Mechanical	HVAC services and supplies	Y

Note:

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

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

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

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

RATIONALE: A Request for Proposals (RFP#: 24-04) was issued on June 5, 2023 for Facilities Maintenance, Electrical Equipment, Parts, and Services. The bid was competitively solicited in compliance with Board Policy. Of the six responses received, all met the RFP requirements. With approval from the Board of Trustees, the respondents listed in the Exhibit will be added to the list of approved vendors for this RFP. The list of previously approved vendors is available on the Bids page of the District [website](#). All approved vendors will continue to qualify under this RFP for the remaining contract term, which will end on June 30, 2026, and will remain active for one year thereafter.

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

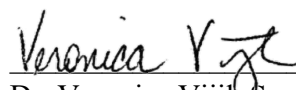
PAPERWORK IMPACT: None

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

EXHIBITS: Vendor Recommendation Form

RESOURCE PERSONNEL: Elizabeth Oaks, Chief Financial Officer, RTSBA
Jennifer Raske Martinez, Purchasing Coordinator, RTSBA

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



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

Date Submitted: 05/21/24

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
Intermountain Lock & Security	Security and locksmithing products and services	Y
Aladdin Cleaning & Restoration, Inc	Cleaning services	Y
Arnold Refrigeration, Inc	Refrigeration equipment and services	Y
Gallo Paving	Paving services	Y
Argus Environmental Services	Environmental services	Y
Seguin Electric Company	Electrical services and supplies	Y

Note:

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

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

ACTION ITEM: **Approval of District-Wide 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 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: Holly Long. 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: Elizabeth Oaks, Chief Financial Officer, RTSBA
Jennifer Raske Martinez, Purchasing Coordinator, RTSBA

Submitted by: _____ Date Submitted: 05/21/24
(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
Holly Long	Functional behavior assessments	Y

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

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

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

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

RATIONALE: A Request for Proposals (RFP#: 24-06) was issued on June 5, 2023 for Educational Consulting Services. The bid was competitively solicited in compliance with Board Policy. Of the three 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: Mind Rise, Great Minds, and Cheryl Parrish. 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: Elizabeth Oaks, Chief Financial Officer, RTSBA
Jennifer Raske Martinez, Purchasing Coordinator, RTSBA

Submitted by: _____ Date Submitted: 05/21/24
(Signature) Veronica Vijn
(Name) Dr. Veronica Vijn, 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
Mind Rise	Tutoring services	Y
Great Minds	Professional development services	Y
Cheryl Parrish	Choir consultant	Y

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

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

ACTION ITEM: **Approval of District-Wide Waste Removal Services (RFP #: 24-11)**

RECOMMENDATION: That the Board of Trustees approve to contract with Tiger Sanitation, LLC for Waste Removal Services at a cost of \$15,357 per month for a three year term.

RATIONALE: A Request for Proposals (RFP#: 24-11) was issued on April 15, 2024 for Waste Removal Services. The bid was competitively solicited in compliance with Board Policy. Of the one (1) responses received, all met the RFP requirements. This recommendation is based primarily, although not exclusively, on the best value for the price per month during the school year. The cost also includes recycling services. Tiger Sanitation is authorized to operate within the city limits of Seguin.

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: Waste Removal Services Bid Tabulation & Recommendation

RESOURCE PERSONNEL: Elizabeth Oaks, Chief Financial Officer
Jennifer Raske Martinez, Purchasing Coordinator, RTSBA

Submitted by: *Veronica V* Date Submitted: 05/21/24
(Signature) _____
(Name) Dr. Veronica Vijil, Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614

Seguin ISD

Bid Tabulation Summary

Waste Removal Services (RFP: 24-11)

TYPE	PROJECT TITLE
RFP	Waste Removal Services
NUMBER	ISSUING DEPARTMENT
24-11	Maintenance

	DATE 1	DATE 2
POSTING	04/21/24	04/28/24
PRE-BID	N/A	N/A
CLOSING	05/08/24	N/A
BOARD	05/21/24	N/A

RESPONDENT (Alphabetical Order)	PRICE (Grand Total)	AVERAGE SCORE					TOTAL (*rounded averages)					
		(% deviation x 0.5)										
		MAX 20	MAX 10	MAX 10	MAX 10	MAX 10		MAX 60				
Tiger Sanitation, LLC	\$ 15,357											

RECOMMENDATION	SCORE	PRICE	JUSTIFICATION FOR THIS RECOMMENDATION
Tiger Sanitation, LLC	60	\$ 15,357	The evaluation team, consisting of four staff members representing various areas of District operations, considers the Tiger Sanitation, LLC proposal to be the best value for this project. Tiger Sanitation's pricing and experience with Seguin ISD were key factors leading to this recommendation. They are one of the four companies approved to operate within the city limits of Seguin.

INFORMATION ITEM: **Seguin Independent School District Purchasing Cooperative Management Fees Report 2023-2024**

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

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

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

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

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


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

PAPERWORK IMPACT: None

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

EXHIBITS: Seguin ISD Purchasing Cooperative Management Fees

RESOURCE PERSONNEL: Elizabeth Oaks, Chief Financial Officer, RTSBA
Jennifer Raske Martinez, Purchasing Coordinator, RTSBA

Submitted by:  Date Submitted: 05/21/24
(Signature) _____
(Name) Dr. Veronica Vijil, Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614

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

Cooperative Name	Associated Fees	Notes
BuyBoard	\$ -	No management fees for BuyBoard.
Central Texas Purchasing Alliance (CTPA)	\$ 150.00	Annual fee of \$150.00 assessed in December 2023 for calendar year 2024.
Choice Partners	\$ -	No management fees for Choice Partners.
Equalis Group	\$ -	No management fees for Equalis
ESC Region 2, GoodBuy	\$ -	No management fees for GoodBuy.
ESC Region 19, Allied States Purchasing Cooperative	\$ -	No management fees for Allied States.
ESC Region 20, 2013 Purchasing Cooperative	\$ 1,647.00	Annual fees for General Supplies (\$875.00) and Ed Tech (\$772.00).
OMNIA Partners (U.S. Communities and National IPA/TCPN)	\$ -	No management fees for Omnia Partners.
Purchasing Association of Cooperative Entities (PACE)	\$ -	No management fees for Pace - included as part of 2013 Purchasing Cooperative membership.
Sourcwell	\$ -	No management fees for Sourcwell.
Texas 20	\$ -	No management fees for Texas 20.
Texas Department of Information Resources (DIR)	\$ -	No fees. No customer membership required. Seguin ISD qualifies to use DIR as a Public School District.
Texas Smart Buy	\$ 100.00	Annual member ship fee of \$100.00.
The Interlocal Purchasing System (TIPS)	\$ -	No management fees for TIPS.
Total	\$ 1,897.00	

INFORMATION ITEM: **Information Regarding Seguin ISD's Participation in the ESC XIII Regional Day School Program for the Deaf (RDSPD)**

RECOMMENDATION: That the Board of Trustees receives information regarding Seguin ISD's ongoing participation in the ESC XIII Regional Day School Program for the Deaf at an annual cost of \$261,480.

RATIONALE: The Matador Special Services department desires to continue participation in the ESC XIII Regional Day School Program for the Deaf. This program enables the District to efficiently provide instruction for three (3) hearing impaired students. In addition to instructional services, the program provides these students with diagnostic and evaluation services, as well as, interpreters and equipment required for use by each student.

REFERENCE and COMPLIANCE: GNB (LEGAL) Relations with Educational Entities, Regional Education Service Centers


PAPERWORK IMPACT: None

BUDGET IMPACT / INFORMATION: Funds are provided using federal funds received through the IDEA-B program.

EXHIBITS: None

RESOURCE PERSONNEL: Halcy Dean, Director of Matador Special Services
Elizabeth Oaks, Chief Financial Officer, RTSBA
Jennifer Martinez, Purchasing Coordinator, RTSBA

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



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

Date Submitted: 05/21/24

INFORMATION ITEM: **Information Regarding Purchases Through the DIR Purchasing Cooperative for a total cost of \$167,495**

RECOMMENDATION: The following purchases were made through the DIR Purchasing Cooperative:
*GTS Technology Solutions, Inc: Reference #DIR-TSO-3763 Dell Branded Products and #DIR_TSO-4179 Google Chrome Management Software, SAS, and Related Services - \$167,495

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

Additional information regarding these purchases is provided below:
* GTS Technology Solutions, Inc. provides Dell Chromebooks and Google Chrome licenses to replace the Acer Chromebooks at Seguin High School.

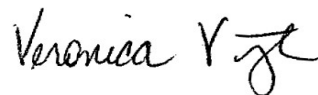
REFERENCE and COMPLIANCE: CH(LEGAL) and CH (LOCAL) Purchasing and Acquisition

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

EXHIBITS: None

RESOURCE PERSONNEL: Elizabeth Oaks, Chief Financial Officer, RTSBA
Jennifer Raske Martinez, Purchasing Coordinator, RTSBA

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



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

Date Submitted: 05/21/24

INFORMATION ITEM: **Information Regarding Purchases Through the TIPS Purchasing Cooperative for a total cost of \$77,016**

RECOMMENDATION: The following purchases were made through the TIPS Purchasing Cooperative:
*Computer Solutions: Reference #230105, Technology Solutions, Products, and Services - \$77,016

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

Additional information regarding these purchases is provided below:
* Computer Solutions provides Assured Infrastructure Data Protection services and object storage for district technology needs.

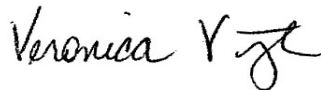
REFERENCE and COMPLIANCE: CH(LEGAL) and CH (LOCAL) Purchasing and Acquisition

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

EXHIBITS: None

RESOURCE PERSONNEL: Elizabeth Oaks, Chief Financial Officer, RTSBA
Jennifer Raske Martinez, Purchasing Coordinator, RTSBA

Submitted by:
(Signature)



Date Submitted: 05/21/24

(Name)

Dr. Veronica Vijil, Superintendent

(Address)

1221 E. Kingsbury St., Seguin, TX 78155

(Telephone)

(830) 401-8614

INFORMATION ITEM: Personnel Information - Professional Employees

RECOMMENDATION: The Board of Trustees recognizes and acknowledges the new professional hires for the 2024 – 2025 school year and the resignations listed below.

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

Name	Campus	Effective Date
Cano Jr, Eliseo	Seguin High School	8/5/24
Garcia, Crystal	Rodriguez Elementary	8/5/24
Gutierrez, Mia	Ball Early Childhood Center	8/5/24
Harned, Nicole	Rodriguez Elementary	8/5/24
Lopez, Anthony	Barnes Middle School	8/5/24
Martinez, Sergio	Seguin High School	8/5/24
Nething, Jenna	Rodriguez Elementary	8/5/24
Nutt, Jennifer	Jim Barnes Middle School	8/5/24

**BOARD’S
ACKNOWLEDGEMENT
RESIGNATIONS:**

Cardenas, Jacquelyn, Weinert Elementary, effective 5/28/24

Ms. Cardenas, Kindergarten Teacher, has resigned and elected to retire.

Ms. Cardenas has 22 years with Seguin ISD.

Creedle Reynolds, Callier, Seguin High School, effective 5/31/24

Mr. Creedle Reynolds, Social Studies Teacher, has resigned due to other employment.

Mr. Creedle Reynolds has 3 years with Seguin ISD.

Collazo, Catherine, Weinert Elementary, effective 5/31/24

Ms. Collazo, 4th Grade Teacher, has resigned due to other employment.

Ms. Collazo has 2 years with Seguin ISD.

Duecker, Natalie, Seguin High School, effective 5/28/24

Ms. Duecker, Science Teacher, has resigned due to other employment.

Ms. Duecker has 3 years with Seguin ISD.

Gillette, Kathryn, Jim Barnes Middle School, effective 5/31/24

Ms. Gillette, PE Teacher, has resigned due to family reasons.

Ms. Gillette has 2 years with Seguin ISD.

Herrera, Sesciley, Seguin High School, effective 5/31/24

Ms. Herrera, Math Teacher, has resigned due to other employment.

Ms. Herrera has 1 year with Seguin ISD.

Dr. Hogue, Samuel, Interim Deputy Superintendent, effective 5/31/24

Dr. Hogue, Interim Deputy Superintendent, has resigned due to the temporary position ending.

Dr. Hogue has 1 year with Seguin ISD.

Long, Amanda, Ball Early Childhood Center, effective 5/31/24

Ms. Long, Special Education Teacher, has resigned due to other employment.

Ms. Long has 1 year with Seguin ISD.

Kennington, Joshua, Seguin High School, effective 4/17/24

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

Mr. Kennington has 2 days with Seguin ISD.

King, Jeanette, Koennecke Elementary, effective 5/31/24

Ms. King, Bilingual Teacher, has resigned due to certification.

Ms. King has 2 years with Seguin ISD.

Lasseter, Cynthia, Learning Leadership and Innovation, effective 4/23/24

Ms. Lasseter, Multilingual Coordinator, has resigned due to family reasons.

Ms. Lasseter has 3 years with Seguin ISD.

Leal, San Juana, Seguin High School, effective 5/31/24

Ms. Leal, Spanish Teacher, has resigned due to relocation.

Ms. Leal has 20 years with Seguin ISD.

McDaniel, James, Seguin High School, effective 5/31/24

Mr. McDaniel, Social Studies Teacher, has resigned and elected to retire.

Mr. McDaniel has 1 year with Seguin ISD.

Moore, Jordan, Weinert Elementary, effective 5/31/24

Ms. Moore, 1st Grade Teacher, has resigned due to relocation.

Ms. Moore has 3 years with Seguin ISD.

Ogrin, Jessica, Seguin High School, effective 5/31/24

Ms. Ogrin, Science Teacher, has resigned due to other employment.

Ms. Ogrin has 4 years with Seguin ISD.

Perez, Daniel, Jim Barnes Middle School, effective 5/31/24

Mr. Perez, Special Education Teacher, has resigned due to relocation.

Mr. Perez has 2 years with Seguin ISD.

Reyes, Sandra, Student Services, effective 6/28/24

Ms. Reyes, Coordinator, has resigned and elected to retire.

Ms. Reyes has 3 years with Seguin ISD.

Roddam, Sarah, Jefferson Elementary, effective 5/31/24

Ms. Roddam, Teacher, has resigned due to other employment.

Ms. Roddam has 3 years with Seguin ISD.

Rodriguez, Kimberly, Koennecke Elementary, effective 5/31/24

Ms. Rodriguez, Bilingual Teacher, has resigned due to certification.

Ms. Rodriguez has 1 year with Seguin ISD.

Romo, Adriana, Koennecke Elementary, effective 5/31/24

Ms. Romo, 3rd Grade Dual Language Teacher, has resigned due to certification.

Ms. Romo has 1 year with Seguin ISD.

Rosales, Hector, Seguin High School, effective 5/31/24

Mr. Rosales, Social Studies Teacher, has resigned due to other employment.

Mr. Rosales has 4 years with Seguin ISD.

Steinkamp, Dori, Rodriguez Elementary School, effective 5/24/24

Ms. Steinkamp, Special Education Teacher, has resigned due to work conflict.

Ms. Steinkamp has 1 year with Seguin ISD.

Wood, Whitney, Jim Barnes Middle School, effective 5/31/24

Ms. Wood, Math Department Lead and Teacher, has resigned due to relocation.

Ms. Wood has 1 year with Seguin ISD.

RATIONALE:

Strategic Priority 4: Creating a Thriving Learning Community.

REFERENCE and COMPLIANCE:

DC (LEGAL), DC (LOCAL), Employment Practices

BUDGET IMPACT/ INFORMATION:

None

PAPERWORK IMPACT:

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

EXHIBITS:

None

RESOURCE PERSONNEL:

Joel S. Treviño, Chief Human Resources Officer

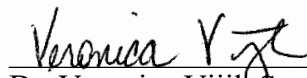
Submitted by:

(Signature)

(Name)

(Address)

(Telephone)



Date Submitted: 05/21/24

Dr. Veronica Vijil, Superintendent

1221 E. Kingsbury St., Seguin, TX 78155

(830) 401-8614

INFORMATION ITEM: **Acknowledge Public Information Act Requests April - May 2024**

RECOMMENDATION: That the Board of Trustees acknowledge Public Information Act requests received since April 11, 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: April 11 - May 8, 2024 Public Information Act request roster

RESOURCE PERSONNEL: Dr. Veronica Vijil, Superintendent

Submitted by: _____ Date Submitted: 05/21/24
(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 April 11-May 8, 2024				
Date	Requester	Requested Documents	Status	Action
061 041124	Derek King, VLA Architects	Campus name and PTC rep name	Completed	Information provided
062 041724	Tiziana Pardo, Office of Sen. Roland Gutierrez	List of SHS 2024 graduates	Completed	Document provided
063 041724	Isis Guerrero, Office of Sen. Zaffirini	List of SHS 2024 graduates	Completed	Document provided

ACTION ITEM: **Approval of Proposed Revisions to DEC (LOCAL) Board Policy**

RECOMMENDATION: Recommended that the Board of Trustees approve revisions to board policy DEC (LOCAL) regarding the payment for accumulated leave upon retirement.

RATIONALE: Realignment with surrounding school districts in regards to payment of unused local leave upon retirement. Local leave is provided by school districts in the state of Texas. The Board has already established a rate of \$75 for this purpose.

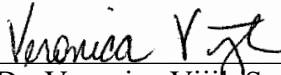
REFERENCE and COMPLIANCE: Strategic Priority #5: Staff Satisfaction - Seguin ISD will improve staff satisfaction as determined by the Organizational Health Inventory (OHI).

PAPERWORK IMPACT: Minimal

BUDGET IMPACT/ INFORMATION: Monies are budgeted for this purpose on a yearly basis.

EXHIBITS: DEC (LOCAL) Policy Comparison Presentation

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

Submitted by:  Date Submitted: 05/21/24
(Signature) Dr. Veronica Viji Superintendent
(Name) 1221 E. Kingsbury St., Seguin, TX 78155
(Address) (830) 401-8614
(Telephone)

PROPOSED REVISIONS

**Leave
Administration**

The Superintendent shall develop administrative regulations addressing employee leaves and absences to implement the provisions of this policy.

Definitions

The term “immediate family” is defined as:

Immediate Family

1. Spouse.
2. Son or daughter, including a biological, adopted, or foster child, a son- or daughter-in-law, a stepchild, a legal ward, or a child for whom the employee stands *in loco parentis*.
3. Parent, stepparent, parent-in-law, or other individual who stands *in loco parentis* to the employee.
4. Sibling, stepsibling, and sibling-in-law.
5. Grandparent and grandchild.
6. Any person residing in the employee’s household at the time of illness or death.

For purposes of the Family and Medical Leave Act (FMLA), the definitions of spouse, parent, son or daughter, and next of kin are found in DECA(LEGAL).

Family Emergency

The term “family emergency” shall be limited to disasters and life-threatening situations involving the employee or a member of the employee’s immediate family.

Leave Day

A “leave day” for purposes of earning, using, or recording leave shall mean the number of hours per day equivalent to the employee’s usual assignment, whether full-time or part-time.

School Year

A “school year” for purposes of earning, using, or recording leave shall mean the term of the employee’s annual employment as set by the District for the employee’s usual assignment, whether full-time or part-time.

Catastrophic Illness
or Injury

A catastrophic illness or injury is a severe condition or combination of conditions affecting the mental or physical health of the employee or a member of the employee’s immediate family that requires the services of a licensed practitioner for a prolonged period of time and that forces the employee to exhaust all leave time earned by that employee and to lose compensation from the District. Such conditions typically require prolonged hospitalization or recovery or are expected to result in disability or death. Conditions relating to pregnancy or childbirth shall be considered catastrophic if they meet the requirements of this paragraph.

Note: For District contribution to employee insurance during leave, see CRD(LOCAL).

Availability

The District shall make state personal leave and local leave for the current year available for use at the beginning of the school year.

State Leave Proration

If an employee separates from employment with the District before his or her last duty day of the school year or begins employment after the first duty day of the school year, state personal leave shall be prorated based on the actual time employed.

If an employee separates from employment before the last duty day of the school year, the employee's final paycheck shall be reduced for state personal leave the employee used beyond his or her pro rata entitlement for the school year.

Medical Certification

An employee shall submit medical certification of the need for leave if:

1. The employee is absent more than five consecutive workdays because of personal illness or illness in the immediate family;
2. The District requires medical certification due to a questionable pattern of absences or when deemed necessary by the supervisor or Superintendent; or
3. The employee requests FMLA leave for the employee's serious health condition; a serious health condition of the employee's spouse, parent, or child; or for military caregiver leave.

In each case, medical certification shall be made by a health-care provider as defined by the FMLA. [See DECA(LEGAL)]

State Personal Leave

The Board requires employees to differentiate the manner in which state personal leave is used.

Nondiscretionary Use

Nondiscretionary use of leave shall be for the same reasons and in the same manner as state sick leave accumulated before May 30, 1995. [See DEC(LEGAL)]

Nondiscretionary use includes leave related to the birth or placement of a child and taken within the first year after the child's birth, adoption, or foster placement.

Discretionary Use

Discretionary use of leave is at the individual employee's discretion, subject to limitations set out below.

COMPENSATION AND BENEFITS
LEAVES AND ABSENCES

DEC
(LOCAL)

<i>Request for Leave</i>	<p>In deciding whether to approve or deny a request for discretionary use of state personal leave, the supervisor shall not seek or consider the reasons for which an employee requests to use leave. The supervisor shall, however, consider the duration of the requested absence in conjunction with the effect of the employee's absence on the educational program and District operations, as well as the availability of substitutes.</p>
Local Leave	<p>Each employee shall earn five paid local leave days per school year in accordance with administrative regulations.</p> <p>Local leave shall accumulate without limit.</p> <p>Local leave shall be used according to the terms and conditions of state personal leave. [See State Personal Leave, above]</p> <p>An employee may also use local leave for absences related to the birth or placement of a child when leave is taken within the first year after the child's birth, adoption, or foster placement.</p>
Extended Sick Leave	<p>After all available paid leave days and any applicable compensatory time have been exhausted, an employee shall be granted in a school year a maximum of 20 leave days of extended sick leave to be used for the employee's catastrophic illness or injury, including pregnancy-related illness or injury, or for absences related to the catastrophic illness or injury of a member of the employee's immediate family.</p> <p>A written request for extended sick leave must be accompanied by medical certification of the illness or injury.</p> <p>The District shall deduct the average daily rate of pay of a substitute for the employee's position for each day of extended sick leave taken, whether or not a substitute is employed.</p>
Sick Leave Bank	<p>The District shall establish a sick leave bank that employees may join through contribution of local leave.</p> <p>Leave contributed to the bank shall be solely for the use of participating employees. An employee who is a member of the bank may request leave from the bank if the employee or a member of the employee's immediate family experiences a catastrophic illness or injury and the employee has exhausted all paid leave and any applicable compensatory time.</p> <p>The Superintendent shall develop regulations for the operation of the sick leave bank that address the following:</p> <ol style="list-style-type: none">1. Membership in the sick leave bank, including the number of days an employee must contribute to become a member;

COMPENSATION AND BENEFITS
LEAVES AND ABSENCES

DEC
(LOCAL)

2. Procedures to request leave from the sick leave bank;
3. The maximum number of days per school year a member employee may receive from the sick leave bank;
4. The committee or administrator authorized to consider requests for leave from the sick leave bank and criteria for granting requests; and
5. Other procedures deemed necessary for the operation of the sick leave bank.

Appeal

An employee may appeal a decision regarding the sick leave bank in accordance with DGBA(LOCAL), beginning with the Superintendent or appropriate administrator.

Family and Medical Leave

FMLA leave shall run concurrently with applicable paid leave and compensatory time, as applicable.

Note: See DECA(LEGAL) for provisions addressing FMLA.

Twelve-Month Period

For purposes of an employee's entitlement to FMLA leave, the 12-month period shall begin on the first duty day of the school year.

Combined Leave for Spouses

When both spouses are employed by the District, the District shall limit FMLA leave for the birth, adoption, or placement of a child, or to care for a parent with a serious health condition, to a combined total of 12 weeks. The District shall limit military caregiver leave to a combined total of 26 weeks.

Intermittent or Reduced Schedule Leave

The District shall not permit use of intermittent or reduced schedule FMLA leave for the care of a newborn child or for the adoption or placement of a child with the employee.

Certification of Leave

When an employee requests leave, the employee shall provide certification, in accordance with FMLA regulations, of the need for leave.

Fitness-for-Duty Certification

In accordance with administrative regulations, when an employee takes FMLA leave due to the employee's own serious health condition, the employee shall provide, before resuming work, a fitness-for-duty certification.

Leave at the End of Semester

When a teacher takes leave near the end of the semester, the District may require the teacher to continue leave until the end of the semester.

Temporary Disability Leave

Any full-time employee whose position requires educator certification by the State Board for Educator Certification or by the District shall be eligible for temporary disability leave. The maximum length

of temporary disability leave shall be 180 calendar days. [See DBB(LOCAL) for temporary disability leave placement and DEC(LEGAL) for return to active duty.]

An employee's notification of need for extended absence due to the employee's own medical condition shall be forwarded to the Superintendent as a request for temporary disability leave.

The District shall require the employee to use temporary disability leave and paid leave, including any compensatory time, concurrently with FMLA leave.

**Workers'
Compensation**

Note: Workers' compensation is not a form of leave. The workers' compensation law does not require the continuation of the District's contribution to health insurance.

An absence due to a work-related injury or illness shall be designated as FMLA leave, temporary disability leave, and/or assault leave, as applicable.

Paid Leave Offset

The District shall permit the option for paid leave offset in conjunction with workers' compensation income benefits. [See CRE]

Court Appearances

Absences due to compliance with a valid subpoena or for jury duty shall be fully compensated by the District and shall not be deducted from the employee's pay or leave balance.

**Payment for
Accumulated Leave
Upon Retirement**

The following leave provisions shall apply to ~~state and~~ local leave accumulated beginning on the original effective date of this program.

An employee who retires from the District shall be eligible for payment for accumulated ~~state and~~ local leave under the following conditions:

1. The employee's retirement is voluntary, i.e., the employee is not being discharged or nonrenewed.
2. The employee provides advance written notice of intent to retire ~~at least two weeks before the last day of employment.~~
Contract employees must provide written notice at least 30 calendar days before the last day of employment. Non-contract employees must provide written notice at least 14 calendar days before the last day of employment.
3. The employee has at least ten years of service with the District.

COMPENSATION AND BENEFITS
LEAVES AND ABSENCES

DEC
(LOCAL)

The employee shall receive payment for each day of accumulated ~~state and~~ local leave, **to a maximum of 30 days**, at a rate established by the Board. If the employee is reemployed with the District, days for which the employee received payment shall not be available to that employee.

The rate established by the Board shall be in effect until the Board adopts a new rate. Any changes to the rate shall apply beginning with the school year following the adoption of the rate change.

Seguin ISD

Proposed Change to Local Policy DEC Compensation and Benefits - Leaves and Absences

- DEC(LOCAL)



Changes:

- State and Local days paid to Local days paid;
- Notice for resignation from two weeks to 30 days;
- Max days paid from “unmentioned” to 30 days maximum

No Changes

- Pay for retirement reason
- 10 years of service with SISD prior to retirement
- \$75 per day

Rationale

Realignment with surrounding school districts in regards to payment of unused local leave upon retirement. Local leave is provided by school districts in the state of Texas. The Board has already established a rate of \$75 for this purpose.

Policy Amendments

DEC(LOCAL)

- An employee who retires from the District shall be eligible for payment for accumulated ~~state and~~ local leave under the following conditions
- The employee provides advance written notice of intent to retire ~~at least two weeks before the last day of employment.~~ **Contract employees must provide written notice at least 30 calendar days before the last day of employment. Non contract employees must provide written notice at least 14 calendar days before the last day of employment.**
- The employee shall receive payment for each day of accumulated ~~state and~~ local leave, **to a maximum of 30 days**, at a rate established by the Board.

ACTION ITEM:

Deliberation and Possible Action on a Resolution Relating to Establishing the District's Intention to Reimburse Itself for the Prior Lawful Expenditures from Bond Proceeds and Other Matters in Connection Therewith

RECOMMENDATION:

That the Board approve the attached resolution approving Seguin Independent School District to reimburse itself for the prior lawful expenditure of funds in furtherance of acquiring, constructing, equipping and improving school facilities from the proceeds of one or more series tax-exempt obligations to be issued by the district for authorized purposes; authorizing other matters incident and related thereto; and providing an effective date

RATIONALE:

This resolution will allow the district to reimburse the general fund in the event that a May bond election occurs and passes to fund prior capital projects. Specifically the overage of the Baseball / Softball field, welding shop upgrades, and any other capital expenditures paid for this day forward or 60 days prior to the passing of this resolution.

REFERENCE and COMPLIANCE:

CCA (Local) Local Revenue Sources: Bond Issues

BUDGET IMPACT / INFORMATION:

General Operating Funds

EXHIBITS:

Resolution and Presentation

RESOURCE PERSONNEL:

Elizabeth Oaks, Chief Financial Officer, RTSBA

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

Veronica Vijil

Date Submitted: 05/21/24

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

Reimbursement Resolution

- Pass now and can include capital expenses
 - 60 day lookback
 - BB SB Field - \$1,750,000
 - Welding Shop Upgrades payments made within the last 60 days and balance due \$165,000
 - Kubota for OLC \$10,000
- Can include this in future bond election
- Do not have to issue debt in the meantime
- Still exploring a couple of other options in relation to debt service

A RESOLUTION RELATING TO ESTABLISHING THE SEGUIN INDEPENDENT SCHOOL DISTRICT'S INTENTION TO REIMBURSE ITSELF FOR THE PRIOR LAWFUL EXPENDITURE OF FUNDS IN FURTHERANCE OF ACQUIRING, CONSTRUCTING, EQUIPPING AND IMPROVING SCHOOL FACILITIES FROM THE PROCEEDS OF ONE OR MORE SERIES TAX-EXEMPT OBLIGATIONS TO BE ISSUED BY THE DISTRICT FOR AUTHORIZED PURPOSES; AUTHORIZING OTHER MATTERS INCIDENT AND RELATED THERETO; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the Board of Trustees (the *Governing Body*) of the Seguin Independent School District (the *Issuer*) has entered into or will enter into various contracts pertaining to the expenditure of lawfully available funds of the Issuer to finance the costs associated with (i) designing, constructing, renovating, improving, upgrading, updating, acquiring, equipping school facilities (the *Construction Costs*), (ii) the payment of various engineering costs, including design testing, design engineering, and construction inspection related to the Construction Costs (the *Engineering Costs*), (iii) the payment of various architectural costs, including preparation of plans and specifications and various other plans and drawings related to the Construction Costs (the *Architectural Costs*), and (iv) the payment of various administrative costs, including the fees of bond counsel, financial advisor, project manager, project consultant, other professionals, and bond printer (the *Administrative Costs* and, collectively with the costs of acquiring the Project, the Engineering Costs, and the Architectural Costs, the *Project*); and

WHEREAS, the provisions of Section 1201.042, as amended, Texas Government Code (*Section 1201.042*) provide that the proceeds from the sale of obligations issued to finance the acquisition, construction, equipping, or furnishing of any project or facilities, such as the Project, may be used to reimburse the Issuer for costs attributable to such project or facilities paid or incurred before the date of issuance of such obligations; and

WHEREAS, the United States Department of Treasury (the *Department*) released Regulation Section 1.150-2 (the *Regulations*) which establishes when the proceeds of obligations are spent and therefore are no longer subject to various federal income tax restrictions contained in the Internal Revenue Code of 1986, as amended (the *Code*); and

WHEREAS, the Issuer intends to reimburse itself, within eighteen months from the later of the date of expenditure or the date the property financed is placed in service (but in no event more than three years after the original expenditures are paid), for the prior lawful capital expenditure of funds from the proceeds of one or more series of tax-exempt obligations (the *Obligations*) that the Issuer currently contemplates issuing in the principal amount of not to exceed \$3,000,000 to finance a portion of the costs of the Project; and

WHEREAS, under the Regulations, to fund such reimbursement with proceeds of the Obligations, the Issuer must declare its expectation ultimately to make such reimbursement before making the expenditures; and

WHEREAS, the Issuer hereby finds and determines that the reimbursement for the prior expenditure of funds of the Issuer is not inconsistent with the Issuer’s budgetary and financial circumstances; and

WHEREAS, the Governing Body hereby finds and determines that the adoption of this Resolution is in the best interests of the residents of the Issuer; now, therefore,

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

SECTION 1: This Resolution is a declaration of intent to establish the Issuer’s reasonable, official intent under section 1.150-2 of the Regulations and Section 1201.042 to reimburse itself from certain of the proceeds of the Obligations for any capital expenditures previously incurred (not more than 60 days prior to the date hereof) or to be incurred with respect to the Project from the Issuer’s General Fund or other lawfully available funds of the Issuer.

SECTION 2: The Issuer intends to issue the Obligations and allocate within 30 days after the date of issuance of the Obligations the proceeds therefrom to reimburse the Issuer for prior lawful expenditures with respect to the Project in a manner to comply with the Regulations.

SECTION 3: The reimbursed expenditure will be a type properly chargeable to a capital account (or would be so chargeable with a proper election) under general federal income tax principles.

SECTION 4: The Issuer intends to otherwise comply, in addition to those matters addressed within this Resolution, with all the requirements contained in the Regulations.

SECTION 5: This Resolution may be relied upon by the appropriate officials at the Office of the Attorney General for the State of Texas and establishes compliance by the Issuer with the requirements of Texas law and the Regulations.

SECTION 6: With respect to the proceeds of the Obligations allocated to reimburse the Issuer for prior expenditures, the Issuer shall not employ an abusive device under Treasury Regulation Section 1.148-10, including using within one year of the reimbursement allocation, the funds corresponding to the proceeds of the Obligations in a manner that results in the creation of “replacement proceeds”, as defined in Treasury Regulation Section 1.148-1, of the Obligations or another issue of tax-exempt obligations.

SECTION 7: The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the Governing Body.

SECTION 8: All orders and resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

SECTION 9: This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

SECTION 10: If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the Governing Body hereby declares that this Resolution would have been enacted without such invalid provision.

SECTION 11: It is officially found, determined, and declared that the meeting at which this Resolution 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 Resolution, was given, all as required by Chapter 551, as amended, Texas Government Code.

SECTION 12: This Resolution shall be in force and effect from and after its final passage, and it is so resolved.

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PASSED AND ADOPTED on the 21st day of May, 2024.

SEGUIN INDEPENDENT SCHOOL DISTRICT

President, Board of Trustees

ATTEST:

Secretary, Board of Trustees

(DISTRICT SEAL)