

Agenda of Regular Meeting

The Board of Trustees Seguin ISD

A Regular Meeting of the Board of Trustees of Seguin ISD will be held August 27, 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. **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.

3. **Reports/Information Items:**

- A. Introduction of Newly Appointed Administrators 4
- B. Personnel Information - Professional Employees 5

4. **Closed Session:** Board will adjourn into closed session pursuant to the following sections of the Texas Open Meetings Act

- A. Pursuant to Texas Government Code Section §§§ 551.071, 551.074, 551.129 - Consultation with legal counsel including possible telephone consultation with legal counsel, as necessary, to address legal concerns, implications, and answer any legal questions regarding posted agenda items.
- B. Pursuant to Texas Government Code Section § 551.074 - Discuss personnel matters, including appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a employee(s).

5. **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).

6. 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 - July 23, 2024; Public Meeting - August 14, 2024, and Special Meeting - August 14, 2024	7
B. Approval of Tax Collection Reports for July 2024	23
C. Approval of Donations Received July 2024	24
D. Approval of District-Wide Vehicle Maintenance, Parts, And Services (RFP #: 24-01)	26
E. Approval of District-Wide HVAC Systems Maintenance, Equipment, Parts, & Services (RFP #: 24-03)	28
F. Approval of District-Wide Facilities Maintenance, Electrical Equipment, Parts, And Services (RFP #: 24-04)	30
G. Approval of District-Wide Special Education Services (RFP #: 24-05)	32
H. Extracurricular Activity Listing for 2024-2025	34
I. County Extension Agents as Adjunct Staff Members	39
J. Information Regarding Purchases Through the BuyBoard Purchasing Cooperative for a Total Cost of \$323,169	41
K. Information Regarding Purchases Through the DIR Purchasing Cooperative for a Total Cost of \$462,170	42
L. Information Regarding Purchases Through the Sourcewell Purchasing Cooperative for a Total Cost of \$141,334	43
M. Acknowledge Public Information Act Requests July - August 2024	44
7. Action Items	
A. Consideration and Approval of School Health Advisory Council Annual Report, SHAC Goals, and Committee Members	46
B. Adopt a Resolution for the Assignment of Fund Balance	66
C. Approval of Agreement for the Purchase of Attendance Credit (Netting Chapter 48 Funding)	69
D. 2024-2027 Seguin ISD Goals and Strategic Plan	72
E. Discussion and Possible Approval of Accepting Nominations for Naming of the Seguin High School Baseball Complex or Parts of it	82
F. Discussion and Possible Approval of Accepting Nominations for Naming of the Seguin High School Softball Complex or Parts of it	85
G. Designation of Non-Business Days for Public Information Act (PIA) Requests	88
H. Discussion and Possible Action Find No Good Cause Exists for Educator Resignation	92

8. **Board Comments and Request**
9. **Adjourn**

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

RECOMMENDATION: The Board acknowledges the newly appointed 2024-2025 Administrative Hire.

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

REFERENCE & COMPLIANCE: DCB (LOCAL), Contracts

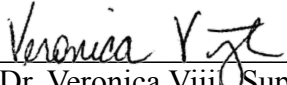
BUDGET IMPACT/ INFORMATION: None

PAPERWORK IMPACT: None

EXHIBITS: None

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

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

 _____ Date Submitted: 08/27/24
Dr. Veronica Vijil, Superintendent
1221 E. Kingsbury St., Seguin, TX 78155
(830) 401-8614

INFORMATION ITEM: Personnel Information - Professional Employees

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

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

Name	Campus	Effective Date
Cantu, Melissa	Seguin High School	08/05/24
Carmona, Alma	Rodriguez Elementary	08/05/24
Chacon, Carlos	Jim Barnes Middle School	08/05/24
Denson, Dustin	Seguin High School	08/05/24
Donley, John	Seguin High School	08/05/24
Godfrey, Matthew	Seguin High School	08/05/24
Holmes, Amber	Rodriguez Elementary	08/05/24
*Kirchner, Kendall	Jefferson Elementary	08/05/24
Lebron Santiago, Lucy	Seguin High School	08/05/24
Martinez, Chelsea	Jefferson Elementary	08/05/24
Perez, Cynthia	McQueeney Elementary	08/05/24
Polasek, Guyna	Ball Early Childhood Center	08/05/24
Rogers, Lawrence	Seguin High School	08/05/24
Rosario, Benjamin	A.J. Briesemeister Middle School	08/05/24
Starr, Brenda	Rodriguez Elementary	08/05/24
*Steinkamp, Dori	Rodriguez Elementary	08/05/24
Traylor, Lee Ann	Rodriguez Elementary	08/05/24
Turner, Stephen	Seguin High School	08/19/24
*Vestal, Kristian	Seguin High School	08/05/24
Webb, Jade	Rodriguez Elementary	07/29/24
Whitehead, Courtney	Jefferson Elementary	08/05/24
Wood, Eloise	Ball Early Childhood Center	08/05/24

*returning employee

**BOARD'S
ACKNOWLEDGEMENT
RESIGNATIONS:**

Black, Lisandra, Patlan Elementary School, effective 06/12/24

Ms. Black, Academic Dean, has resigned to work for another school district.

Ms. Black has 4 years with Seguin ISD.

Pizana, James, Maintenance & Operations Department, effective 07/12/24

Mr. Pizana, Construction Project Manager, has resigned and elected to retire.

Mr. Pizana has 21 years with Seguin ISD.

Tillman, Shaylor, A.J. Briesemeister Middle School, effective 07/16/24

Mr. Tillman, 8th Grade Social Studies Teacher, has resigned due to relocation.

Mr. Tillman has 3 years with Seguin ISD.

Tucker, Carlie, Seguin High School, effective 08/13/24

Ms. Tucker, Counselor, has resigned due to other employment.

Ms. Tucker has 12 years with Seguin ISD.

RATIONALE:

Strategic Priority 4: Creating a Thriving Learning Community.

**REFERENCE and
COMPLIANCE:**

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

**BUDGET IMPACT/
INFORMATION:**

None

**PAPERWORK
IMPACT:**

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

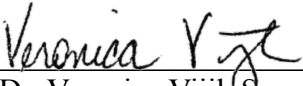
EXHIBITS:

Personnel Information

**RESOURCE
PERSONNEL:**

Joel S. Treviño, Chief Human Resources Officer

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

 Date Submitted: 08/27/24
Dr. Veronica Vijil, Superintendent
1221 E. Kingsbury St., Seguin, TX 78155
(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, July 23, 2024, beginning at 6:30 PM in the Board Room, 1221 E. Kingsbury, Seguin, Texas.

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

Absent: Joshua Bright and Steve Gonzalez

Also Present: Nikki Bittings, Chief Student Services Officer; Monica Lyons, Chief Academic Officer; Elizabeth Oaks, Chief Financial Officer; Joel Trevino, Chief Human Resources Officer; Jason Mummert, Director of School Leadership; Danica Murillo, Deputy Chief of Human Resources; Christine Perez, Seguin High School Principal; Dr. Cristobal Saldana, Seguin High School Associate Principal; Coach Craig Dailey, Athletic Director and Head Football Coach; Bill Lewis, with Visual Techniques, Inc.; Nancy Ramirez, Superintendent Secretary and Media.

1. Call to Order

A. Mr. Guerra called the meeting to order at 6:31 p.m. and a quorum was established. The meeting of the Seguin ISD was duly called and notice of this meeting was posted in accordance with the Texas Open Meetings Act, Section 551.043 of the Texas Government Code.

B. The pledges were led by Mr. Guerra, 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 invited the Seguin community to join her in supporting our students and teachers to make the 2024-2025 school year the best it can possibly be.

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. Audience with the Board

Jackie Biesenbach and Forrest Fletcher signed up to address the Board regarding Homeschool UIL.

3. Reports/Information Items:

A. Introduction of Newly Appointed Administrators

The Board of Trustees acknowledged the newly appointed 2024-2025 Administrative Hires:

- **Dr. Don Hastings – Mercer Blumberg Learning Center School Principal**
- **Sergio Jaurrieta – Director of Career and Technical Education**

B. Seguin ISD Bond Construction Update

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

4. **Closed Meeting** –The Board went into a closed session at 7:11 p.m.
 - A. Pursuant to Texas Government Code Section §§§ 551.071, 551.074, 551.129 - Consultation with legal counsel including possible telephone consultation with legal counsel, as necessary, to address legal concerns, implications, and answer any legal questions regarding posted agenda items.
 1. Emergency Operations and Safety Protocols (closed session)
 - B. Pursuant to Texas Government Code Section § 551.074 - Discuss personnel matters, including appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of an employee(s).
 - C. Pursuant to Texas Government Code Section § 551.072 - Discuss the sale, purchase, exchange, lease, or value of real property.
5. **Reconvene to Open Meeting:** The Board recessed from 8:15 until 8:22 and reconvened at 8:22 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.
6. **Consent Agenda Items – Consider and Possible Approval:**
 - A. **Approval of Board Minutes for:**
Public Meeting, June 18, 2024
Regular Meeting, June 18, 2024
 - B. **Approval of Tax Collection Reports for June 2024**
The Board of Trustees approved the Guadalupe County Tax Office Monthly Recap from Daryl John, Guadalupe County Tax Assessor-Collector for June 2024. 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.
 - C. **Approval of Proposed Budget Amendments & Financial Statements for May 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 May 31, 2024.
 - D. **Approval of Investment Report for the Fourth Quarter Ended June 30, 2024**
The Board of Trustees approved the Investment Report for the Fourth Quarter Ended June 30, 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 Fourth Quarter Ended June 30, 2024. The District’s earnings rates, investment position, and yield information are presented for the period. The District currently invests exclusively in inter-local governmental investment pools (“pools”), which allow withdrawals on a same day basis. The book value of pools is considered to be the market value and is reflected accordingly in the attached Investment Report.
 - E. **Approval of Investment Report for the Year Ended June 30, 2024**
The Board of Trustees approved the Investment Report for the Year Ended June 30, 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 Year Ended June 30, 2024. The District’s earnings rates, investment position, and yield information are presented for the period. The District currently invests exclusively in inter-local governmental investment pools (“pools”), which allow withdrawals on a same day basis. The book value of pools is considered to be the market value and is reflected accordingly in the attached Investment Report.
 - F. **Adoption of Resolution Stating Review of Investment Policy and Designation of**

Investment Officers

The Board of Trustees adopted the resolution stating the review of investment policy and investment strategies for the Seguin Independent School District and naming Investment Officers for the District. The resolution states that the Board of Trustees has reviewed the investment policy, and named the Superintendent, the Chief Financial Officer, and the Comptroller as the District's investment officers. The investment policy of the District primarily emphasizes safety or principal and liquidity with additional consideration of portfolio diversification and investment yield. Authorized investments are designated and are all authorized by the Texas Public Funds Investment Act. Policies CDA (Legal) and CDA (Local) have been reviewed by the Chief Financial Officer. There have been no legislative changes to CDA (Legal) and no changes are recommended for CDA (Local).

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

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

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

The Board of Trustees approved the contract with each of the recommended respondents, as reflected in the exhibit, for Plumbing Systems Maintenance, Equipment, Parts, and Services. A Request for Proposals (RFP#: 24-02) was issued on June 5, 2023, for Plumbing Systems Maintenance, Equipment, Parts, and Services. The bid was competitively solicited in compliance with Board Policy. Of the two responses received, all met the RFP requirements. With approval from the Board of Trustees, the following respondents will be added to the list of approved vendors for this RFP: Liquid Environmental Solutions, and Fosters Septic Cleaning & Inspections. The list of previously approved vendors is available on the Bids page of the District website. All approved vendors will continue to qualify under this RFP for the remaining contract term, which will end on June 30, 2026, and will remain active for one year thereafter.

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

The Board of Trustees approved the contract with each of the recommended respondents, as reflected in the exhibit, for HVAC Systems Maintenance, Equipment, Parts, and Services. A Request for Proposals (RFP#: 24-03) was issued on June 5, 2023, for HVAC Systems Maintenance, Equipment, Parts, and Services. The bid was competitively solicited in compliance with Board Policy. Of the one response 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: Worth Hydrochem. The list of previously approved vendors is available on the Bids page of the District website. All approved vendors will continue to qualify under this RFP for the remaining contract term, which will end on June 30, 2026, and will remain active for one year thereafter.

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

The Board of Trustees approved the 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 eight responses received, all met the RFP requirements. With approval from the Board of Trustees, the respondents listed in the exhibit will be added to the list of approved vendors for this RFP. The list of previously approved vendors is available on the Bids page of the District website. All approved vendors will continue to qualify under this RFP for the remaining contract term, which will end on June 30, 2026, and will remain active for one year thereafter.

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

The Board of Trustees approved the contract with each of the recommended respondents, as reflected in the exhibit, for Special Education Services. A Request for Proposals (RFP#: 24-05) was issued on June 5, 2023 for Special Education Services. The bid was competitively solicited in compliance with Board Policy. Of the two 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: Amergis Healthcare Staffing, Inc., and Beyond Therapy Education Solutions. 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.

L. Approval of Credit by Exam Dates for 2024-2025

The Board of Trustees approved the Credit by Exam dates. A school district must provide at least one window to test in each of the time frames listed below:

Required Timeline as per 19 TAC §74.24	Seguin ISD Exam Dates
July 1 - September 30	July 29 – August 9, 2024
October 1 – December 31	October 14 – 25, 2024
January 1 - March 31	January 20 – 31, 2025
April 1 - June 30	May 12 – 23, 2025

M. First Reading for Consideration or Approval of the Texas Association of School Boards (TASB) Policy Update 123, Affecting LEGAL and LOCAL Policies

The Board of Trustees reviewed and approved updated (LEGAL) policies and replace, delete, or add (LOCAL) policies as recommended by TASB Policy Service and according to the Instruction Sheet for TASB Localized Policy Manual Update 123. Local policies may be adopted or amended by a majority of the Board at any regular or special meeting, provided that Board members have had advance written notice of the proposed change. Members of the Superintendent’s Leadership Team, as pertinent, have received policies applicable to their functional areas and have reviewed the policies with their staff as appropriate. Update 123 includes revisions to legal policies based on legislative and regulatory changes. Changes to local policies offered for consideration address the following topics: board member training and orientation; conflict of interest disclosures; economic development; emergency plans; security personnel; technology equipment; other types of employment contracts; homebound instruction; and instructional resources and library materials. The update includes thirty-one (31) LEGAL policies, and fifteen (15) LOCAL policies.

REPLACE:

- AIB(LEGAL) – Accountability: Performance Reporting
- AIC(LEGAL) – Accountability: Interventions and Sanctions
- AIE(LEGAL) – Accountability: Investigations

BBA(LEGAL) – Board Members: Eligibility/Qualifications
BBBB(LEGAL) – Elections: Post-Election Procedures
BBD(LOCAL) – Board Members: Training and Orientation
BBFA(LOCAL) – Ethics: Conflict of Interest Disclosures
CCG(LEGAL) – Local Revenue Sources: Ad Valorem Taxes
CCGA(LEGAL) – Ad Valorem Taxes: Exemptions and Payments
CCGB(LEGAL) – Ad Valorem Taxes: Economic Development
CKB(LEGAL) – Safety Program/Risk Management: Accident Prevention and Reports
CKC(LOCAL) – Safety Program/Risk Management: Emergency Plans
CMD(LEGAL) – Equipment and Supplies Management: Instructional Materials Care and Accounting
CPC(LEGAL) – Office Management: Records Management
CQA(LEGAL) – Technology Resources: District, Campus, and Classroom Websites
CQC(LEGAL) – Technology Resources: Equipment
DGBA(LOCAL) – Personnel-Management Relations: Employee Complaints/Grievances
DHE(LEGAL) – Employee Standards of Conduct: Searches and Alcohol/Drug Testing
DNA(LEGAL) – Performance Appraisal: Evaluation of Teachers
DP(LEGAL) – Personnel Positions
EEH(LOCAL) – Instructional Arrangements: Homebound Instruction
EFA(LEGAL) – Instructional Resources: Instructional Materials
EFB(LEGAL) – Instructional Resources: Library Materials
EHBAA(LEGAL) – Special Education: Identification, Evaluation, and Eligibility
EHBAB(LEGAL) – Special Education: ARD Committee and Individualized Education Program
EHBE(LEGAL) – Special Programs: Bilingual Education/ESL
EHBJ(LEGAL) – Special Programs: Innovative and Magnet Programs
EKB(LEGAL) – Testing Programs: State Assessment
FA(LEGAL) – Parents Rights and Responsibilities
FFAC(LEGAL) – Wellness and Health Services: Medical Treatment
FNG(LOCAL) – Student Rights and Responsibilities: Student and Parent Complaints/Grievances
GBA(LEGAL) – Public Information Program: Access to Public Information
GF(LEGAL) – Public Complaints
GF(LOCAL) – Pubic Complaints
GKA(LEGAL) – Community Relations: Conduct on School Premises
GRA(LEGAL) – Relations with Governmental Entities: State and Local Governmental Authorities

ADD:

CKED(LEGAL) – Security Personnel: School Resource Officers
CKED(LOCAL) – Security Personnel: School Resource Officers
CQC(LOCAL) – Technology Resources: Equipment
EFA(LOCAL) – Instructional Resources: Instructional Materials
EFB(LOCAL) – Instructional Resources: Library Materials

NO POLICY:

DEC(LOCAL) – Compensation and Benefits: Leaves and Absences

DELETE:

EF(LEGAL) – Instructional Resources

EF(LOCAL) – Instructional Resources

N. Consideration of Approval of Certified Appraisers for 2024-2025

The Board of Trustees approved the following administrators as certified appraisers for the Texas Teachers Evaluation Support System (T-TESS) or to conduct formal goal setting known as the Annual Teacher Review in the 2024-2025 school year.

Barnes Middle School	Briesemeister Middle School
Jay Law, Principal	Linda Guzman, Principal
Andrew Mason, Assistant Principal	Robert Arriola, Associate Principal
Stacy Thomas, Assistant Principal	Natalie McFadden, Assistant Principal
Cheryl Schriewer, Academic Dean	Tracee Gonzales, Academic Dean
Seguin High School	Learning and Leadership
Christine Perez, Principal	Monica Lyons, Chief Academic Officer
Dr. Cristobal Saldana, Associate Principal	Andrea Jaramillo, Deputy Chief of Innovation and Learning
Diana Farris, Associate Principal	Jason Mummert, Director of School Leadership
Christopher Podorsky, Assistant Principal	Cyndi Perez, RTI Specialist
David Lopez, Assistant Principal	Monica Franco, Elementary Coordinator
Angel Guadarrama, Assistant Principal	Sergio Jaurrieta, Director of CTE
Jessica Jordan, Assistant Principal	Nilda Vella, Secondary Science Coordinator
Ball Early Childhood Center	Kathy Kober, Math Coordinator
Debra Reiley, Principal	Pete Silvius, Director of Whole Child
Maria Guerra, Assistant Principal	Bianca Duvall, Early College HS/P-Tech Director
Koennecke Elementary	Jefferson Elementary
Lesli Mahaffey, Principal	Dr. Yolanda Grijalva, Principal
Amanda Santos, Assistant Principal	Meagan Medrano, Assistant Principal
	Erika Villarreal, Assistant Principal

Human Resources	Patlan Elementary
Danica Murillo, Deputy Chief of Human Resources	Annaliza Rangel, Principal
Shantill Vann, New Teacher Specialist	Tanya Webb, Assistant Principal
McQueeney Elementary	Rodriguez Elementary
Trisha Eckols, Principal	Ofelia Santiago, Principal
Sharon Johnson, Assistant Principal	Cecilia Reyes, Assistant Principal
Weinert Elementary	Vogel Elementary
Tiffany Wehe, Principal	Rhonda Trainer-Garcia, Principal
Jessica Castro, Assistant Principal	Emilie Rohde, Associate Principal
Information Systems and Instructional Technology	Saegert MBLC and District Alternative School
Stephen Gonzalez, Chief Technology Officer	Dr. Don Hastings, MBLC Principal
	Aaron Hannah, DAEP Principal
Matador Special Services	
Halcy Martin Dean, Director of Special Education	
Dawn Lynn, Special Education Coordinator	
Allison Higginbotham, Special Education Compliance Coordinator	

P. Acknowledge Public Information Act Requests June-July 2024

The Board of Trustees received information regarding the Public Information Act requests received since May 9, 2024. The purpose of this agenda item is to keep trustees apprised of the District’s Public Information Program.

Mr. Amador moved, seconded by Mrs. Crettenden to approve the Consent Action Items:

A. Approval of Board Minutes for:

Public Meeting, June 18, 2024

Regular Meeting, June 18, 2024

B. Approval of Tax Collection Reports for June 2024

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

D. Approval of Investment Report for the Fourth Quarter Ended June 30, 2024

E. Approval of Investment Report for the Year Ended June 30, 2024

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

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

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

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

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

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

L. Approval of Credit by Exam Dates for 2024-2025

M. First Reading for Consideration or Approval of the Texas Association of School Boards (TASB) Policy Update 123, Affecting LEGAL and LOCAL Policies

N. Consideration of Approval of Certified Appraisers for 2024-2025

P. Acknowledge Public Information Act Requests June-July 2024

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

Nays: None

Mrs. Crettenden requested to pull Agenda Item 6. O out for further discussion.

O. Personnel Information – Professional Employees

The Board of Trustees recognized and acknowledged the new professional hires for the 2024-2025 school year and the resignations listed below:

New Hire Elections:

Name	Campus	Effective Date
Comparato, Kari	A.J. Briesemeister Middle School	08/05/24
Crockett, Amy	Rodriguez Elementary	08/05/24
Garcia, Luis	Jim Barnes Middle School	08/05/24
Giovanoni, Stephen	Seguin High School	08/05/24
Gonzalez, Jessica	Seguin High School	08/05/24
Haas, Madeleine	McQueeney Elementary	08/05/24
Jimenez, Kiara	Ball Early Childhood Center	08/05/24
Johnson, Jacqueline	Jefferson Elementary	08/05/24
Martinez, Stella	A.J. Briesemeister Middle School	08/05/24
Moore, Jennifer	Weinert Elementary	08/05/24
*Palmer, Amy	Patlan Elementary	08/05/24
*Pogue, Tara	Seguin High School	08/05/24
Ramos, Alma	Koenncke Elementary	08/05/24
Servantes, Belinda	Rodriguez Elementary	08/05/24
Shelton, Chelsea	Vogel Elementary	08/05/24
Trevino, Ashley	Seguin High School	08/05/24
White, Nicole	A.J. Briesemeister Middle School	08/05/24
Wilcox, Bethany	Seguin High School	08/05/24
Yanez, Alejandro	Jim Barnes Middle School	08/05/24

* Returning Seguin ISD employee

Resignations:

Black, Lisandra, Patlan Elementary School, effective 06/12/24

Ms. Black, Academic Dean, has resigned to work for another school district.
Ms. Black has 4 years with Seguin ISD.

Carney, Ann Mary, Matador Special Services Department, effective 06/26/24

Ms. Carney, Occupational Therapist, has resigned due to other employment.
Ms. Carney has 3 years with Seguin ISD.

Cox, Howard, Jim Barnes Middle School, effective 06/26/24

Mr. Cox, 7th Grade Social Studies Teacher, has resigned to work for another school district.
Mr. Cox has 1 year with Seguin ISD.

Delgado, Valeria, Rodriguez Elementary, effective 06/12/24

Ms. Delgado, 3rd Grade Bilingual Teacher, has resigned due to other employment.
Ms. Delgado has 4 years with Seguin ISD.

Diaz, Denali, ACE Department, effective 06/18/24

Ms. Diaz, Family Engagement Coordinator, has resigned due to relocation.
Ms. Diaz has 2 years with Seguin ISD.

Dockery, Monica, Seguin High School, effective 05/31/24

Ms. Dockery, Registered Nurse, has resigned and elected to retire.
Ms. Dockery has 4 years with Seguin ISD.

Eppler, Scott, Seguin High School, effective 05/31/24

Mr. Eppler, Athletic Coordinator, has resigned due to other employment.
Mr. Eppler has 3 years with Seguin ISD.

Gallini, Natausha, Jim Barnes Middle School, effective 06/24/24

Ms. Gallini, ESL Teacher, has resigned to work at another school district.
Ms. Gallini has 2 years with Seguin ISD.

Gilmore, De'Janae, Seguin High School, effective 06/24/24

Ms. Gilmore, PE Teacher, has resigned due to other employment.
Ms. Gilmore has 2 years with Seguin ISD.

Guerrero, Kimberly, Rodriguez Elementary, effective 06/06/24

Ms. Guerrero, 2nd Grade Teacher, has resigned to work at another school district.
Ms. Guerrero has 10 years with Seguin ISD.

Henley, Tiffany, Jim Barnes Middle School, effective 06/21/24

Ms. Henley, 7th Grade Math Teacher, has resigned to work at another school district.
Ms. Henley has 2 years with Seguin ISD.

Hoffman Luna, Sarah, Jefferson Elementary, effective 06/12/24

Ms. Hoffman Luna, First Grade Teacher, has resigned to work for another school district.
Ms. Hoffman Luna has 1 year with Seguin ISD.

Kutscher, Roben, Seguin High School, effective 06/24/24

Ms. Kutscher, Special Education Teacher, has resigned to work for another school district.
Ms. Kutscher has 5 years with Seguin ISD.

Lavers, Guillermina, Rodriguez Elementary, effective 06/13/24

Ms. Lavers, 3rd Grade Dual Language Teacher, has resigned to work for another school district.
Ms. Lavers has 3 years with Seguin ISD.

Long, Haley, Jefferson Elementary, effective 07/02/24

Ms. Long, Essential Academics Teacher, has resigned due to other employment.
Ms. Long has 2 years with Seguin ISD.

Lopez, Monica, Seguin High School, effective 06/28/24

Ms. Lopez, Math Teacher, has resigned to work for another school district.

Ms. Lopez has 1 year with Seguin ISD.

Mergele, Jennifer, Seguin High School, effective 06/26/24

Ms. Mergele, Special Education Interventionist, has resigned due to other employment.

Ms. Mergele has 1 year with Seguin ISD.

Paul, Sabrina, McQueeney Elementary, effective 07/01/24

Ms. Paul, Essential Academics Teacher, has resigned due to other employment.

Ms. Paul has 3 years with Seguin ISD.

Torres, Khloe, Rodriguez Elementary, effective 06/25/24

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

Ms. Torres has 1 year with Seguin ISD.

Winslow, Joseph, Seguin High School, effective 06/13/24

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

Mr. Winslow has 2 years with Seguin ISD.

Worthy, Madison, Rodriguez Elementary, effective 06/27/24

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

Ms. Worthy has 9 years with Seguin ISD.

Mr. Amador moved, seconded by Ms. Duncan to approve the Consent Information Item 6. O. Personnel Information-Professional Employees

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

Nays: None

7. Action Items

A. Review and Approval of the 2024-2025 Optional Flexible School Day Program Application for Seguin High School and Mercer-Blumberg Learning Center's FSD Program and the Application for the Mercer-Blumberg Learning Center with Graduation Alliance

Ms. Duncan moved, seconded by Mrs. Crettenden, to review and adopt the 2024-25 OFSD application for Seguin High School and Mercer-Blumberg Learning Center's FSD programs and the OFSD application for Mercer-Blumberg Learning Center with Graduation Alliance. The Optional Flexible School Day Program (OFSDP) allows SISD to provide flexible hours and days of attendance for students who meet at least one of the requirements of the Texas Education Code §29.0822(a). The goal of the program is to improve graduation rates for students who are in danger of dropping out of school, have poor attendance patterns, are returning dropouts, or are behind in credits. This program is commonly referred to as FSD and operates at both Seguin High School and the Mercer-Blumberg Learning Center.

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

Nays: None

B. Home School UIL Participation

Mrs. Crettenden moved, seconded by Mr. Amador, to table this agenda item for a future date. Administration recommends to not accept non-enrolled students to participate in UIL activities at this time. Recent legislation, HB 547, now allows home schooled children to participate in UIL activities. Seguin ISD has received interest from home school parents who reside in the district; and would like to request that their students participate in Seguin ISD UIL events. The Board would like more information before making a decision.

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

Nays: Jenkins

C. Consideration and Take Possible Action to Approve Delegating Authority to the Chief Financial Officer, Elizabeth Oaks, to Execute Any and All Necessary Documentation Regarding Utilities at Real Property Located at 6625 FM 725, New Braunfels, Texas

Ms. Duncan moved, seconded by Mrs. Mueller, to approve delegating authority to the Chief Financial Officer, Elizabeth Oaks, to execute any and all necessary documentation regarding utilities at the new McQueeney property, located at 6625 FM 725, New Braunfels, Texas, 78130. The adoption of this resolution will allow the Chief Financial Officer, Elizabeth Oaks, to sign necessary papers for the district to be able to secure proper documentation for utilities at the district's new McQueeney property.

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

Nays: None

D. Designate the Chief Financial Officer to Calculate the New Revenue Tax Rate and the Voter Approval Rate for the 2024 Tax Year

Mrs. Crettenden moved, seconded by Ms. Duncan, to designate the Chief Financial Officer to calculate the No New Revenue Tax Rate and the Voter Approval Rate for the 2024 Tax Year. According to Texas Tax Code section 26.04 (c) school districts are now required to designate an officer to calculate the tax rate.

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

Nays: None

E. 2024-2025 Compensation Plan – Pay Grade and Stipends

Ms. Duncan moved, seconded by Mr. Jenkins, to approve the 2024-2025 compensation plan as recommended to maintain a pay system that is competitive. Our District's administration recommends the following adjustments to the compensation pay scales as part of the Seguin ISD Compensation Plan. Existing stipends have been adjusted to competitive levels with surrounding school districts. This process was achieved with collaboration with principals and program directors. We have also established requirements for eligibility for the payment of the bilingual stipend. Adjust the professional/administrative pay grade ranges (minimum, midpoint and maximum) to align with the current employment market benefiting (7) seven employees. Budget Impact - \$27,120. Adjust the clerical pay grade ranges (minimum, midpoint and maximum) to align with current employment market. benefiting (53) fifty-three employees. Budget Impact - \$22,979. Adjust the classified (maintenance, transportation) pay grade ranges (minimum, midpoint and maximum) to align with the current employment market benefiting (64) sixty-four employees. Budget Impact - \$39,579. Adjust the child nutrition pay grade ranges (minimum, midpoint and maximum) to align with current employment market benefiting (67) sixty-seven employees. Budget Impact - already approved by the board in June 2024 meeting. Total budget impact will be \$89,678, benefiting (124) one hundred twenty-four employees. Teacher Incentive Allotment - In accordance with the Teacher Incentive Allotment (TIA) approved under House Bill 3, State of Texas 86th Legislative Session, Seguin ISD will be receiving additional state funding for each designated teacher employed. Although the District is preparing to have a designation system in place for the 2024-2025 school year, the compensation plan must address how to compensate any teacher employed during the 2023-2024 school year who earns a designation in another district or who automatically earns a Recognized designation for having achieved National Board Certification. For any funds received by Seguin ISD for a designated teacher under the TIA, 90% will be paid to the designated teacher. The remaining 10% will be used for costs as Texas Education Agency permits. Should our District receive funding for a designated teacher who has resigned or retired, our District will forward payment to the resigned or retired teacher as soon as practicable. Such funds are not part of any employment contract. Distribution of the TIA funds will comply with state law and Texas Education Agency guidance.

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

Nays: None

F. Nominate Candidates for the TASB Board of Directors

Mr. Amador moved, seconded by Mr. Jenkins, to approve to the nomination and endorsement of the candidates, Ginger Friesenhahn and Rich Sena for the TASB Board of Directors.

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

Nays: None

G. Designate Official Voting Delegate and Alternate to the 2024 TASB Delegate Assembly in San Antonio, Texas on September 26th – 29th, 2024

Mr. Jenkins moved, seconded by Mr. Amador, to designate Denise Crettenden as the delegate and Grace Mueller as the alternate to the 2024 TASB Delegate Assembly held in San Antonio. The names of the official voting delegate and alternate will be submitted to the Texas Association of School Boards.

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

Nays: None

8. Board Comments and Request

There were no comments or requests from the Board.

All prior Board requests have been addressed.

9. Adjourn

Mr. Amador moved, seconded by Mr. Jenkins, to adjourn the meeting. The meeting adjourned at 9:21 p.m.

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

Nays: None

Secretary/August 27, 2024

President/August 27, 2024

Minutes of Public Meeting

The Board of Trustees

Seguin ISD

A Public Meeting of the Board of Trustees of Seguin ISD was held Wednesday, August 14, 2024, beginning at 6:00 PM in the Board Room, 1221 E. Kingsbury, Seguin, Texas.

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

Absent: Joshua Bright, and Steve Gonzalez

Also Present: Nikki Bittings, Chief Student Services Officer; Monica Lyons, Chief Academic Officer; Elizabeth Oaks, Chief Financial Officer; Joel Trevino, Chief Human Resources Officer; Danica Murillo, Deputy Chief of Human Resources; Emily Allen, Director of Communications; Jason Mummert, Director of School Leadership; Nancy Ramirez, Superintendent Secretary, and Media.

1. Call to Order

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

2. Public Meeting to Discuss the Budget and Proposed Tax Rate for the 2024-2025 School Year

The Board met to discuss the Budget and Proposed Tax Rate for the 2024-2025 school year. All questions and comments from the board were addressed. There were no questions from the public.

3. Adjourn

Mrs. Crettenden moved, seconded by Ms. Duncan to adjourn meeting. The meeting adjourned at 6:06 p.m.

Secretary/August 27, 2024

President/August 27, 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, August 14, 2024, beginning at 6:15 PM in the Board Room, 1221 E. Kingsbury, Seguin, Texas.

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

Absent: Joshua Bright, and Steve Gonzalez

Also Present: Nikki Bittings, Chief Student Services Officer; Monica Lyons, Chief Academic Officer; Elizabeth Oaks, Chief Financial Officer; Joel Trevino, Chief Human Resources Officer; Danica Murillo, Deputy Chief of Human Resources; Emily Allen, Director of Communications; Jason Mummert, Director of School Leadership; Nancy Ramirez, Superintendent Secretary, and Media.

1. Call to Order

A. Mr. Guerra called the meeting to order at 6:15 p.m., and a quorum was established.

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

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

2. Audience with the Board

No one signed up to address the Board.

3. Action Item:

A. Consider and Approval of a Resolution by the Board of Trustees of the Seguin Independent School District Providing for the Defeasance and Calling for Redemption Certain Currently Outstanding District Obligations; Directing the Board Secretary, Or a Designee Thereof, to Effectuate the Redemption of These Obligations; Authorizing the Execution of An Escrow Agreement; Delegating to Certain District Officials and Staff the Authority to Effectuate Matters Herein Resolved; and Other Matters in Connection Therewith

Mr. Jenkins moved, seconded by Ms. Crettenden to adopt a resolution to defease certain obligations, extinguishing the District's payment obligations with respect thereto at the time of defeasance. The Board of Trustees may authorize the use of District funds realized from prior or prospective interest and sinking fund tax collections for the early redemption of certain qualifying long-term debt obligations (Defeased Obligations). Current estimates of the principal amount of Defeased Obligations are disclosed in the attached Resolution for Defeasance. The final amount of Defeased Obligations will be known in the spring of 2024.

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

Nays: None

B. Adoption of Order Setting the Tax Rate for 2024

Mrs. Mueller moved, seconded by Mr. Jenkins that the property tax rate be increased by the adoption of the tax rate of \$1.1028, which is an effectively a .445 percent increase in the tax

rate. This tax rate will enable the district to support the proposed budget, retain academic quality, and extra-curricular programs, and secure and sustain staff salaries and raises. TEA has performed all calculations as required by law and published the District's Maximum Compressed Rate (MCR) in accordance with TAC 61.1000. The proposed rate is \$0.01380 lower than the prior year. If the tax ratification election does not pass the tax rate will revert to 1.0828. This is the maximum compressed tax rate (set by TEA), the six (6) golden pennies already secured by the district and the I & S rate set at .405.

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

Nays: None

C. Consider a Consideration and Possible Approval of an Order Calling a Tax Ratification Election to be Held by the Seguin Independent School District on November 5, 2024

Mr. Jenkins moved, seconded by Ms. Duncan to approve an order calling a tax ratification election in an effort to secure an additional two (2) golden pennies. The district currently has six (6) of the eight (8) golden pennies allowed by TEA. This order will allow the district to hold a VATRE (voter approval tax ratification election) in an effort to secure all golden pennies allowed by TEA. The district currently has 6 of the 8 golden pennies allowed by TEA. This will alleviate some of the adopted 2024-2025 budget deficit. It will also allow the district to secure and sustain staff salaries and raises in future years. If the tax ratification election does not pass, the tax rate will revert to 1.0828. This amount consists of the maximum compressed tax rate (set by TEA), the six (6) golden pennies already secured by the district and the I & S rate set at .405.

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

Nays: None

D. Possible Action to Order a General Election for November 5, 2024 for Trustees in Single Member Districts 1, 3, and 6

Mrs. Crettenden moved, seconded by Ms. Duncan to adopt the Order for a general election to be held November 5, 2024 for Trustees in Single Member Districts 1, 3, and 6. Seguin ISD Board Policy BBB (LEGAL) states the school district must hold its regular trustee election jointly with a municipality. The District contracts with the Guadalupe County Elections Office to conduct the joint election. Seguin ISD Trustees serve four-year terms.

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

Nays: None

4. **Closed Meeting:** The Board went into closed session at 6:28 p.m.
 - A. Pursuant to Texas Government Code Section §§ 551.071, 551.074, 551.129 - Consultation with legal counsel including possible telephone consultation with legal counsel, as necessary, to address legal concerns, implications, and answer any legal questions regarding posted agenda items.
 - B. Pursuant to Texas Government Code Section § 551.074 - Discuss personnel matters, including appointment, employment, evaluation, reassignment, duties, discipline or dismissal of an employee(s).
 - C. Pursuant to Texas Government Code Section § 551.072 - Discuss the sale, purchase, exchange, lease, or value of real property.

Reconvene to Open Meeting: The Board reconvened at 7:16 p.m. No action was taken.

5. Adjourn

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

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

Nays: None

Secretary/August 27, 2024

President/August 27, 2024

ACTION ITEM:

Approval of Tax Collection Reports for July 2024

RECOMMENDATION:

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

Current	\$	-
Delinquent		270,192
Penalty and Interest		59,152
Total Monthly Collections	\$	<u>329,344</u>
Total Tax Collections Year to Date	\$	<u>329,344</u>
Delinquent Tax Levy		3,226,661
Percent Collected through July 2024		9.42%
Percent of Tax Levy Collected last year		15.52%

EXHIBITS:

None

RESOURCE PERSONNEL:

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

Submitted by:

(Signature)

(Name)

(Address)

(Telephone)

Veronica Vijil

Date Submitted: 08/27/24

Dr. Veronica Vijil, Superintendent

1221 E. Kingsbury St., Seguin, TX 78155

(830) 401-8614

ACTION ITEM:

Approval of Donations Received July 2024

RECOMMENDATION:

That the Board of Trustees approve donations received by the District during the month of July 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: 08/27/24

**Donations Received By Seguin ISD
During the 2024-25 School Year**

Donor	Purpose	Campus Receiving Donation	Date Rcvd	Amount	Board Approval
Faith Lutheran Church	Family Support fund donation	SISD Student Services	07/16/24	\$ 500.00	Pending

NOTE: This listing includes only documented, unsolicited donations received by the District during July 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 Vehicle Maintenance, Parts, And Services (RFP #: 24-01)**

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

RATIONALE: A Request for Proposals (RFP#: 24-01) was issued on June 5, 2023 for Vehicle Maintenance, Parts, and Services. The bid was competitively solicited in compliance with Board Policy. Of the five 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

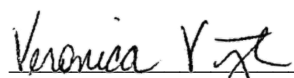
Submitted by:

(Signature)

(Name)

(Address)

(Telephone)



Dr. Veronica Viji, Superintendent

1221 E. Kingsbury St., Seguin, TX 78155

(830) 401-8614

Date Submitted: 08/27/24

SEGUIN INDEPENDENT SCHOOL DISTRICT
VENDOR RECOMMENDATION FORM

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

BID CLOSING DATE: June 30, 2026

ISSUING DEPARTMENT(S): TRANSPORTATION AND MAINTENANCE

VENDOR	SERVICES PROVIDED	Recommended
Tire Express & Road Service LLC	Tire services	Y
Kyrish Truck Centers of San Antonio	Vehicle parts and supplies	Y
Carter's Tire Center	Tire services	Y
Noregon Systems, LLC	Diagnostic software and repairs for buses	Y
Rush Truck Center of Texas	Vehicle maintenance, equipment, parts, and services	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: Temperature Control Systems. 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

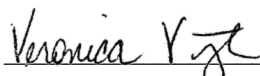
Submitted by:

(Signature)

(Name)

(Address)

(Telephone)



Dr. Veronica Vigil, Superintendent

1221 E. Kingsbury St., Seguin, TX 78155

(830) 401-8614

Date Submitted: 08/27/24

SEGUIN INDEPENDENT SCHOOL DISTRICT
VENDOR RECOMMENDATION FORM

RFP #: 24-03, HVAC

BID CLOSING DATE: June 30, 2026

ISSUING DEPARTMENT(S): MAINTENANCE

VENDOR	SERVICES PROVIDED	Recommended
Temperature Control Systems	HVAC/Burner boiler parts, controls, building automation systems	Y

Note:

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

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

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

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

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

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

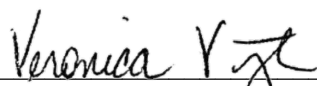
Submitted by:

(Signature)

(Name)

(Address)

(Telephone)



Dr. Veronica Vijil, Superintendent

1221 E. Kingsbury St., Seguin, TX 78155

(830) 401-8614

Date Submitted: 08/27/24

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
Producers Co-Op	Building and grounds maintenance supplies and parts	Y
Aurora Environmental Services	Environmental Services	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 three 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: Soliant Health, LLC, Eye Shine Educational Vision Services, LLC, The Good Seed, LLC. The list of previously approved vendors is available on the Bids page of the District [website](#). All approved vendors will continue to qualify under this RFP for the remaining contract term, which will end on June 30, 2026, and will remain active for one year thereafter.

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: 08/27/24
(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 #: 24-05, SPED SERVICES
BID CLOSING DATE: JUNE 30, 2026
ISSUING DEPARTMENT(S): SPED

VENDOR	SERVICES PROVIDED	Recommended
Soliant Health, LLC	Special education and therapy staffing services	Y
Eye Shine Educational Vision Services, LLC	Orientation & mobility services, deaf/blind services	Y
The Good Seed, LLC	Thereapists, pathologists, diagnosticians	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:

Extracurricular Activity Listing for 2024-2025

RECOMMENDATION:

That the Board of Trustees approves the list of organizations in which student participation during the school day will result in an excused absence.

RATIONALE:

Each local Board of Trustees must approve the organizations for which participation in activities sponsored by these organizations would result in an excused absence, in accordance with Board-approved provisions for extra-curricular absences. If the Board chooses not to recognize an organization on the list, students would not be entitled to excused absences for participation in the organization's activities. Such an organization, in turn, would not be expected to enforce the "no pass – no play" rule.

REFERENCE and COMPLIANCE:

FM (LEGAL) FM (LOCAL) Student Activities

PAPERWORK IMPACT:

Distribution of the approved list.

BUDGET IMPACT/ INFORMATION:

None

EXHIBITS:

The listing of organizations is attached as an exhibit.

RESOURCE PERSONNEL:

Monica Lyons, Chief Academic Officer

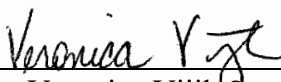
Submitted by:

(Signature)

(Name)

(Address)

(Telephone)



Dr. Veronica Vijil, Superintendent

1221 E. Kingsbury St., Seguin, TX 78155

(830) 401-8614

Date Submitted: 08/27/24

Extracurricular Organizations Approved for Excused Absences 2024 - 2025

Alamo Regional Science Fair
American Cheer Power
American Drill Team School
American Field Services Exchange Program (AFS)
American Gymnastics Association
American Heart Association (Jump Rope Demonstration)
American High School Mathematics Examination
American Legion, The
American Legion Baseball Playoffs
American Miniature Horse Association
American Miniature Horse Registry
American Quarter Horse Association
Art and Technology Club
Art Club
Association of Texas Small School Bands
Athletics
AVID Club
Bands of America
Basketball Congress International of Texas
Boy Scouts of America
Business Professionals of America
Camp Fire, Inc.
Central Texas Regional Science Fair
Cheer Texas Association (CTA)
Cheerleading
Cheers
Choir
Close Up Foundation
Colorguard
Congressional Youth Leadership Council/(National Young Leaders Conf.)
Contest of Champions/Four Seasons Tours
Cool 2 be KIND club
Crowd Pleasers Dance Camps, Inc.
Dance Team/Starsteppers
Destination Imagination (DI)
Distinguished Achievement Program Mentorships
Distributive Education Clubs of America
Elks' Hoop Shoot
eSports
FCCLA – Family, Community, Career Leaders of America
Fellowship of Christian Athletes
First Texas Battalion Drum and Fife of San Antonio
4-H Program
Flag Runners
Freedoms Foundation at Valley Forge
French National Honor Society
Future Business Leaders of America
Future Farmers of America and Junior FFA
Gay Straight Alliance (Ally Mats)

Halftime, U.S.A., Inc.
Health Occupations Students of America
HTE Dance and Spirit Group
Hugh O`Brian Youth Foundation
Interact Club
International Association of Lions Clubs
International/Intercultural Programs (American Field Services)
International Science and Engineering Fair and Texas Regional Science Fairs affiliated with ISEF
International Thespian Honor Society Troupe 5897
Junior Engineering Technical Society
Junior Naval Reserve Officer Training Corps (drill meets)
Key Club International/Keywanette
Law Enforcement Club
Local Theater, Choral, and Band Performances
Marching Auxiliaries
Mariachi Veritas de Harvard
Mathematical Olympiads for Elementary Schools
Meet in the Middle
Miss Drill Team USA International
Miss T.E.E.N. Pageant (TEENS ENCOURAGING EXCELLENCE NATIONALLY)
National Academy of Science
National Aeronautics and Space Administration (NASA)
National Barrel Horse Association
National Cheerleaders Association
National Conference of Christians & Jews, Inc.
National Cutting Horse Association
National Forensic League
National Geographic Society (National Geography Bee)
National High School Cheerleading Championship
National High School Rodeo
National Hispanic Institute Young Leaders and Debate
National Honor Society
National Junior Honor Society
National Science Symposium
National Technical Honor Society
National Youth Leadership Forum's
No Place for Hate Club
Psychology Club
Robotics
Rotary International
San Antonio Dance Theatre
San Antonio Performing Arts Association
[Seguin Chamber of Commerce – Seguin Area Youth Leadership Academy \(New for 24-25\)](#)
Seguin FFA
Seguin Leadership Initiative
ShowMakers of America
Showtime Drill Team Camps, Inc.
Showtime International SkillsUSA
Spanish Honor Society Club
Special Olympics

Speech and Debate Club
Starmakers
STEMatadors Club
Student Council
Sunshine Kids
Superstar Drill Team Camps
Teatro de Artes de Juan Seguin, including the Ballet Folklorico, Conjunto and Marachi groups
Texas Academic Decathlon
Texas Academy of Mathematics
Texas Academy of Science
Texas Art Education Association
Texas Association for Educational Technology
Texas Association of Future Educators
Texas Association of German Students
Texas Association of Journalism Educators
Texas Association of Student Councils
Texas Cheerleading and Drill Team Associations
Texas Chess Association
Texas Computer Education Association
Texas Creative Problem Solving / Destination Imagination
Texas Dance Drill Team Directors Association
Texas Educational Theater Association
Texas Farm Bureau
Texas Future Music Educators
Texas Future Problem Solving
Texas Future Teachers of America - (Texas State Teachers Association)
Texas Girls Choir
Texas Girls Scouts
Texas High School Bowling Club
Texas High School Mock Trial
Texas High School Mountain Bike League
Texas High School Press Association
Texas High School Rodeo
Texas Junior Science, Engineering, and Humanities Symposium
Texas Lions' Center for Outdoor Education
Texas Longhorn Breeders Association of America
Texas Math and Science Coaches Association
Texas Mathematics League
Texas Music Educators Association
Texas Powerlifting Association
Texas Quarter Horse Association
Texas Science Olympiad
Texas Speech Communication Association (includes Texas Forensic Association)
Texas State Color Guard Association
Texas State Conference of NAACP Branches
Texas State German Contest
Texas State Historical Association
Texas State Mathematics League
Texas State Mu Alpha Theta
Texas Technology Student Association (TSA)
Texas Tennis Association

Texas Thespian Society
Texas Young Lawyers Association
Texas Youth Hunting Program (sponsored by Texas Parks & Wildlife)
Theatre
UIL Academics
United Spirit Association
United States Golf Association Junior Golf Association
United States Olympics Shooting Team
United States Soccer Federation
United States Space Camp
United States Tennis Association
United States Volleyball Association
Universal Cheerleading Association
(UCA) Universal Dance Association
Westinghouse Talent Search
Yearbook Club
Young Women's Christian Association (REACH Career Day Seminar)
Youth Leadership Corpus Christi
Youth Rodeo Association (YRA)

ACTION ITEM:

County Extension Agents as Adjunct Staff Members

RECOMMENDATION:

That the Board of Trustees approves the following Guadalupe County Extension Agents as adjunct staff members of the Seguin I.S.D.: Travis Franke, Jeff Hanselka, Matthew Miranda, and Dru Benavides.

RATIONALE:

In 1994, the State Board of Education adopted a rule allowing local school boards to recognize County Extension Agents as adjunct staff members and to consider students who are participating in approved off-campus activities with an adjunct staff member of the school district present for student attendance accounting (ADA) purposes.

In order to qualify as an adjunct staff member, the individual must certify that he/she has a minimum of a bachelor’s degree and is eligible for participation in the Texas Teacher Retirement System. All of the above named persons meet this criteria.

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.

REFERENCE and COMPLIANCE:

FEB (LEGAL), Strategic Priority 1: Creating and Supporting Future Ready Students

PAPERWORK IMPACT:

No significant impact.

BUDGET IMPACT/ INFORMATION:

Approval of this item will enable students participating in an approved extra-curricular activity under the supervision of the County Extension Agent to continue to be counted in attendance for ADA purposes.

County Extension Agents receive no monetary compensation from the District as a result of their adjunct status.

EXHIBITS:

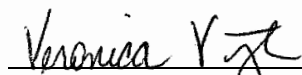
Resolution

RESOURCE PERSONNEL:

Monica Lyons, Chief Academic Officer
Joel Trevino, Chief Human Resources Officer

Submitted by:

(Signature)



Date Submitted: 08/27/24

(Name)

Dr. Veronica Vijil, Superintendent

(Address)

1221 E. Kingsbury St., Seguin, TX 78155

(Telephone)

(830) 401-8614

**RESOLUTION
regarding
EXTRACURRICULAR STATUS OF 4-H ORGANIZATION**

Be it hereby resolved that upon this date the duly elected Board of Trustees of the

Sequin Independent School District

meeting in public with a quorum present and certified did adopt this resolution that recognizes the ***Guadalupe County, Texas 4-H Organization*** as approved for recognition and eligible for extracurricular status consideration under 19 Texas Administrative Code, Chapter 76.1, pertaining to extracurricular activities, as well as the approval of the County Extension Agents as Adjunct Faculty of the district. Participation by 4-H members under provisions of this resolution are subject to all rules and regulations set forth under the 19 Texas Administrative Code as interpreted by this Board and designated officials of this school district whose rulings shall be final.

Approved this ____ day of _____, 2024.

(For Board of Trustees)

(Superintendent)

INFORMATION ITEM: **Information Regarding Purchases Through the BuyBoard Purchasing Cooperative for a Total Cost of \$323,169**

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

*Frontline Education: Reference #661-22 Technology Equipment, Products, Services, and Software - \$102,754

*Imagine Learning, LLC: Reference #653-21 Instructional Materials and Classroom Teaching Supplies and Equipment - \$169,145

*Progress Learning, LLC: Reference #661-22 Technology Equipment, Products, Services, and Software - \$51,271

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

Additional information regarding these purchases is provided below:

* Frontline Education provides Business Management, HR Management, and TEAMS Student Information systems for the district.

*Imagine Learning provides district-wide Edgenuity software licenses for students and teachers.

*Progress Learning provides district-wide educational software licenses for students.

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

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

EXHIBITS: None

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

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

Date Submitted: 08/27/24

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

INFORMATION ITEM: **Information Regarding Purchases Through the DIR Purchasing Cooperative for a Total Cost of \$462,170**

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

- *GTS Technology Solutions, Inc: Reference #DIR-TSO-3763 Dell-branded Products and #DIR-TOS-4179 Google Chrome Management Software - \$391,370
- *GTS Technology Solutions, Inc: Reference #DIR-CPO_5097 Miscellaneous IT Hardware Peripherals, Components, and Related Services - \$70,800

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 provides Dell Chromebooks and Google Chrome licenses for the district.
- *GTS Technology Solutions provides device protective covers for the district.

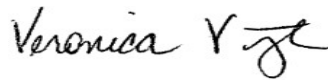
REFERENCE and COMPLIANCE: CH(LEGAL) and CH (LOCAL) Purchasing and Acquisition

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: 08/27/24

INFORMATION ITEM: **Information Regarding Purchases Through the Sourcewell Purchasing Cooperative for a Total Cost of \$141,334**

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

- *Tyler Technologies, Inc: Reference #090320-TTI Software and Services for Government and Schools - \$81,334
- *Johnson Controls US Holdings, LLC: Reference #030421-JHN Facility Security Systems - \$60,000

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

Additional information regarding these purchases is provided below:

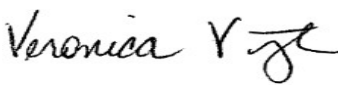
- * Tyler Technologies provides business application services for Seguin ISD.
- *Johnson Controls US Holdings, LLC provides fire protection systems and annual inspections for the district.

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:  Date Submitted: 08/27/24
 (Signature) _____
 (Name) Dr. Veronica Vijil, Superintendent
 (Address) 1221 E. Kingsbury St., Seguin, TX 78155
 (Telephone) (830) 401-8614

INFORMATION ITEM: **Acknowledge Public Information Act Requests July - August 2024**

RECOMMENDATION: That the Board of Trustees acknowledge Public Information Act requests received since July 9, 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: July 10 – August 12, 2024 Public Information Act request roster

RESOURCE PERSONNEL: Dr. Veronica Vijil, Superintendent

Submitted by: Veronica Vijil Date Submitted: 08/27/24
(Signature) _____
(Name) Dr. Veronica Vijil, Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) 830 401-8614

Seguin ISD PIA Requests received from July 10-August 13, 2024				
Date	Requester	Requested Documents	Status	Action
002 071924	Steve Mallett	The number of Level I, II and III grievances filed in the past three years and the subject of each.	Completed	Response provided
003 073124	Lee Heath, U.S. Navy	Directory information for SISD juniors and seniors	In progress	Response provided; information will be available in early September.

ACTION ITEM: **Consideration and Approval of School Health Advisory Council Annual Report, SHAC Goals and Committee Members**

RECOMMENDATION: Recommended that the Board of Trustees approve the annual SHAC report and appoint the SHAC membership roster.

RATIONALE: Texas Education Code Chapter 28, Section 28.004 requires school boards to appoint a minimum of 5 members to the School Health Advisory Council. The majority of the members appointed must be Seguin ISD parents who are not employed by the district. One appointed member must serve as the chair or co-chair of the council.

In addition, the board of trustees is required to receive annually a written report on SHAC recommendations and activities for the past year.

REFERENCE and COMPLIANCE: **EHAA (LEGAL)- Basic Instructional program: Required Instruction (All Levels)**

PAPERWORK IMPACT: Routine paperwork is required to update the district website.

BUDGET IMPACT/ INFORMATION: No significant impact.

EXHIBITS: Exhibit 1- 2023-2024 SHAC Annual Report
Exhibit 2- SHAC Membership Applications
Exhibit 3- SHAC Roster
Exhibit 4- SHAC Bylaws

RESOURCE PERSONNEL: Pete Silvius, Director of Whole Child Initiatives

Submitted by: _____ Date Submitted: 08/27/24
(Signature) *Veronica Vijil*
(Name) Dr. Veronica Vijil Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614



Consideration and Approval of School Health Advisory Council (SHAC) Annual Report, SHAC Goals and Committee Members

Rationale

- Texas Education Code Chapter 28, Section 28.004 requires school boards to appoint a minimum of 5 members to the School Health Advisory Council.
- The majority of the members appointed must be Seguin ISD parents who are not employed by the district.
- One appointed member must serve as the chair or co-chair of the council.
- In addition, the board of trustees is required to receive annually a written report on SHAC recommendations and activities for the past year.

[2023 - 2024 SHAC Annual Report](#)

[2024 - 2025 SHAC Member Roster
\(Pending Appointment\)](#)

Seguin ISD
School Health Advisory Council
2023-2024 Annual Report

Ongoing SHAC goals

The Seguin ISD SHAC Chair- Mark Dibble.

- 1.) Promote student nutrition.**
- 2.) Increase opportunities and access to physical activity for all students, staff and community.**
- 3.) Increase parental/community involvement to include support of coordinated school health and the SHAC.**
- 4.) Educate the whole child with health and wellness at the center of academic achievement.**

Notable achievements of 2023-2024

- **SHAC Bylaws updated and approved**

SHAC Bylaws were updated to better reflect the operational needs of the SHAC.

- **SHAC approved instructional materials utilized**

Instruction to meet SB 9 requirements related to violence prevention was delivered in collaboration with SISD Counseling and Nursing Staff

- Child Safety Matters K-5th
- Teen Safety Matters 6th-12th
- RadKIDS K-5th

Notable achievements of 2023-2024 continued

Instruction to meet HB 1525 requirements related to human sexuality was delivered in collaboration with SISD Nursing, Physical Education and Biology Staff

- Proctor and Gamble Puberty Education 5th
- Living Well Aware 6th
- SHARE (Sexual Health and Relationship Education) 9th

Instruction to meet HB 3908 requirements related to fentanyl awareness and prevention was delivered in collaboration with SISD Nursing Staff

- Mind Matters 6th-12th

- **SHAC participated in a focus group with Texas A&M Extension Agency**

The SHAC provided input related to physical activity opportunities for staff and students in a school setting. The feedback will be included in data sets that will inform recommendations and policy development support.

- **SHAC membership**

The SHAC welcomed several SISD Board appointed community members to the SHAC. Their participation and input is appreciated and valued.

2023-2024 SISD School Health Advisory Council Members

Mark Dibble
Sandie Balderas
Cecily Dwyer
Trixie Ferguson
Ingrid Moreno Gutierrez
Ken Heebner
Leticia L. Machado
Angela Sjolander
Edith Zeisloft

Sarah Anderson
Veronica Blair
Katarina Eberhard
Michele Meehan
James Randell
Rebecca Schroeder
Kara Hall
Bethany Polk

Jacob Galvan (Advisor)
Pete Silvius (Coordinator)

- **SHAC supports the efforts of the Child Nutrition Department**

The SHAC continued to provide support to the efforts of the Child Nutrition Department, offering input related to menus and operations.

2024-2025 SISD School Health Advisory Council Members
Pending-Appointment date 8/27/2024

Questions?

Seguin ISD
School Health Advisory Council
2023-2024 Annual Report

The Seguin ISD SHAC Chair- Mark Dibble.

Ongoing SHAC goals

- 1.) Promote student nutrition**
- 2.) Increase opportunities and access to physical activity for all students, staff and community.**
- 3.) Increase parental/community involvement to include support of coordinated school health and the SHAC.**
- 4.) Educate the whole child with health and wellness at the center of academic achievement.**

Notable achievements of 2023-2024

● **SHAC Bylaws updated and approved**

SHAC Bylaws were updated to better reflect the operational needs of the SHAC.

● **SHAC approved instructional materials utilized**

Instruction to meet SB 9 requirements related to violence prevention was delivered in collaboration with SISD Counseling and Nursing Staff

- Child Safety Matters K-5th
- Teen Safety Matters 6th-12th
- RadKIDS K-5th

Instruction to meet HB 1525 requirements related to human sexuality was delivered in collaboration with SISD Nursing, Physical Education and Biology Staff

- Proctor and Gamble Puberty Education 5th
- Living Well Aware 6th
- SHARE (Sexual Health and Relationship Education) 9th

Instruction to meet HB 3908 requirements related to fentanyl awareness and prevention was delivered in collaboration with SISD Nursing Staff

- Mind Matters 6th-12th

(SHAC Goal 3, 4)

● **SHAC participated in a focus group with Texas A&M Extension Agency**

The SHAC provided input related to physical activity opportunities for staff and students in a school setting. The feedback will be included in data sets that will inform recommendations and policy development support.

● **SHAC membership**

The SHAC welcomed several SISD Board appointed community members to the SHAC. Their participation and input is appreciated and valued.

2023-2024 SISD School Health Advisory Council Members

Mark Dibble	Angela Sjolander	Rebecca Schroeder
Sandie Balderas	Edith Zeisloft	Kara Hall
Cecily Dwyer	Sarah Anderson	Bethany Polk
Trixie Ferguson	Veronica Blair	Jacob Galvan (Advisor)
Ingrid Moreno Gutierrez	Katarina Eberhard	Pete Silvius (Coordinator)
Ken Heebner	Michele Meehan	
Leticia L. Machado	James Randell	

(SHAC Goal 3)

● **SHAC supports the efforts of the Child Nutrition Department**

The SHAC continued to provide support to the efforts of the Child Nutrition Department, offering input related to menus and operations.

(SHAC Goal 1, 3, 4)

2024-2025 SISD School Health Advisory Council Members
Pending-Appointment date 8/27/2024

<u>Name</u>	<u>Position</u>	<u>Representation</u>
Mark Dibble	Chair	Parent
Angela Sjolander	Member	Parent
Edith Zeisloft	Member	Parent
Cecily Dwyer	Member	Parent
Trixie Ferguson	Member *	Parent
Courtney Jansen	Member *	Parent
Yesenia Rizo	Member *	Parent
Katie Weatherly	Member *	Parent
Christine Dyer	Member *	Parent
Melissa Roman	Member *	Parent
Elizabeth Wilson	Member *	Parent
Sarah Anderson	Member	Community
Veronica Blair	Member	Community
Katarina Eberhard	Member	Community
Michele Meehan	Member	Community
Rebecca Schroeder	Member	Community
Stormy Ellis	Member *	Staff/Parent
Amanda Rodriguez	Member *	Staff/Parent
Gina Richardson	Member *	Staff/Parent
Julie Steele	Member *	Staff/Parent
Kara Hall	Member	Staff/Parent
Elizabeth Moore	Non-Voting Advisor (Student Services) *	Staff
Ariann Marie Canales	Non-Voting Advisor (Child Nutrition) *	Staff
Jacob Galvan	Non-Voting Advisor (Child Nutrition)	Staff
Pete Silvius	Non-Voting Coordinator (Whole Child)	Staff

* New Applicant

Seguin Independent School District

Bylaws of the School Health Advisory Council

Article I: Authority

Section One. Statute and Policy. Each school district in the State is required in Chapter 28.004 of the Texas Education Code to establish and maintain a district-level school health advisory council. The School Health Advisory Council (SHAC) of the Seguin Independent School District is specifically authorized by the Board of Trustees in district policy BDF(Legal).

Section Two. Limitations. The SHAC shall be an advisory body, and shall serve to provide guidance, counsel, and other assistance to the Board of Trustees and district administration as is specifically listed in state law and district policy. The SHAC shall have no power to expend public funds, enter into contracts, or otherwise place obligation or liability upon the district.

Section Three. Staff Support. School District Administration shall identify an appropriate staff member to serve as SHAC Coordinator (the Coordinator).

Section Four. Bylaws. It shall be the responsibility of the SHAC Coordinator in consultation with the SHAC, and upon any direction given by the Board of Trustees, to establish and amend the SHAC bylaws. The SHAC shall observe the bylaws.

Article II: Responsibilities

Section One. Responsibilities. According to state law, district policy, and the direction of the Board of Trustees and district administration, the SHAC shall have the following responsibilities:

- A. To hold at least four regular meetings per year.
- B. To meet the requirements of Chapter 28.004 of the Texas Education Code and district policy, including recommending:
 1. The number of hours of instruction to be provided in health education;
 2. Policies, procedures, strategies, and curriculum appropriate for specific grade levels designed to prevent obesity, cardiovascular disease, Type 2 diabetes, and mental health concerns through coordination of:
 - A. Health education;
 - B. Physical education and physical activity;
 - C. Nutrition services;
 - D. Parental involvement;
 - E. Instruction to prevent the use of e-cigarettes and tobacco;
 - F. School health services;
 - G. Counseling and guidance services;
 - H. A safe and healthy school environment; and

1. School employee wellness;
3. Appropriate grade levels and methods of instruction for human sexuality instruction;
4. Strategies for integrating the curriculum components specified by subdivision (2) with the following elements in a coordinated school health program for the district:
 - A. School health services;
 - B. Counseling and guidance services;
 - C. A safe and healthy school environment; and
 - D. School employee wellness; and
5. If feasible, joint use agreements or strategies for collaboration between the school district and community organizations or agencies.
- C. To consult as necessary or appropriate with the Superintendent and district administration regarding the planning, implementation, and evaluation of the district's health education or curriculum instruction per Education Code 28.004 (b).
- D. To establish a physical activity and fitness planning subcommittee to consider issues relating to student physical activity and fitness and make policy recommendations to increase physical activity and improve fitness among students per Education Code 28.004(1-1).
- E. To develop a wellness plan to implement the district's nutrition guidelines and wellness goals and to review and revise the plan on a regular basis and recommend revisions to the policy when necessary per FFA (Local).
- F. To consult with the Superintendent and district administration in advance of submitting issues, concerns, reports, and recommendations to the Board of Trustees.
- G. To present a written annual report in a meeting of the Board of Trustees on or before September 1 of each year.

Article III: Meetings

Section One. Regular Meetings. The Coordinator shall work with the Chair to establish the regular meeting schedule of the SHAC.

Section Two. Cancellation of Meetings. If necessary, the Coordinator and Chair may cancel any meeting of the SHAC with good cause (i.e., inclement weather or other adverse conditions), and determine if the meeting should be rescheduled. Members shall be given the reason for meeting cancellations and be given sufficient notice of canceled or rescheduled meetings.

Section Three. Open Meetings. All meetings of the full SHAC shall be open to the public, and the public shall have reasonable opportunity to provide comment. The Chair may limit the time given to speakers. Subcommittee meetings may be open to the public at the discretion of the subcommittee chair.

Section Four. Quorum. For meetings of the full SHAC, a quorum shall be the majority of the current membership. Meetings may still be held without a quorum for purposes of presentations or discussion. However, no actions or voting may take place without a quorum.

Seguin ISD SHAC Adopted May 22nd 2024

Section Five. Attendance. Member attendance shall be monitored by the Coordinator and Chair who shall work with members to try and resolve any attendance problems.

Section Six. Attendance Via Teleconference. Members may virtually participate in meetings through various means, to the extent they are readily available to the Coordinator. Members in attendance via teleconference may vote.

Section Seven. Decision-making. Members shall attempt to reach decisions by consensus. However, if a clear consensus cannot be obtained, members shall reach a decision by majority vote. Proxy voting shall not be permitted.

Section Nine. Agendas. Agendas shall be provided for all full SHAC meetings, and posted on the SHAC website at least 72 hours in advance of meetings. Agenda items shall normally be determined by the Chair. However, a majority of the SHAC may vote to place an item on an upcoming agenda. In addition, items determined by the district administration to be of an urgent nature may be placed on the agenda by the SHAC Coordinator in consultation with the Chair.

Section Ten. Minutes. The Coordinator shall ensure that minutes are kept for all regular SHAC meetings. Minutes are records of meeting highlights and are not intended to provide a high level of detail. At a minimum, minutes shall include: attendance of members, the time the meeting was called to order and adjourned; the outcome of any votes or other actions; and a brief synopsis of the meeting proceedings. Minutes for regular meetings shall be approved by the SHAC and posted on the SHAC website.

Article IV: Membership

Section One. Membership Criteria. Membership of the SHAC will strive to reflect the geographic, ethnic, gender, disability, and economic diversity of the district. The SHAC will consist of no more than 21 members and no fewer than 11 members. The membership composition of the SHAC shall comply with the following:

- A. Parents must be a custodial parent or guardian of a student currently enrolled in a district school. Parents may not also be employees of the district.
- B. The majority of the SHAC shall consist of parents, as defined above.
- C. The membership of the SHAC may also include: teachers, administrators, students, health care professionals, business community, law enforcement, senior citizens, clergy, nonprofit health organizations, and local domestic violence programs.
- D. A representative of the Board of Trustees may serve in an ex-officio (non-voting) capacity.

Section Two. Term of Service. The term of service for an appointment shall be one year, normally beginning the first SHAC meeting of the year. Members may serve multiple terms. In filling vacancies, members may serve partial terms.

Section Seven. Conflict of Interest. Conflicts of interest shall include, but are not necessarily limited to, the following:

- Having a pecuniary interest in any discussions or recommendations of the committee.
- Involvement in any litigation or procedural challenges against the district.
- A vendor of the District.

Any cases or possible cases of conflict of interest shall be referred to the Chair who may consult with the SHAC membership as necessary, for appropriate action. If a member is determined to have a conflict of interest, appropriate action may include:

- Required recusal from a particular agenda item or items.
- Required recusal from a particular meeting or meetings.
- Removal from the committee.

Section Eight. Role of the Board Representative. The Board may designate a Trustee to serve as a representative to the SHAC. The role of the Board Representative is to observe without vote the deliberations and activities of the SHAC. The Board Representative shall not speak for the Board of Trustees unless a majority of the Board in a public meeting in accordance with the Texas Open Meetings Act has so directed. The Board Representative may actively participate in discussions by providing guidance as may be appropriate and by responding to questions to the best of his/her ability. The Board Representative will provide updates, verbal or written, to the Board as desirable; however, these updates shall not supplant the annual report to the Board of Trustees.

Section Nine. Code of Conduct. The district welcomes freedom of expression and debate. However, SHAC members shall conduct themselves, in meetings and at all other times, with courtesy and respect to fellow members, district parents and students, district staff and Trustees, and members of other district advisory committees. In meetings, members must be recognized by the Chair before speaking, and otherwise respect the order maintained by the Chair. Unless otherwise authorized by the SHAC, members shall not speak for the SHAC; and, unless otherwise authorized by the administration, members shall not speak for the district. Members, by their comments and/or actions, shall not reflect badly on the SHAC. Violation of this code of conduct may result in reprimand or dismissal by the Coordinator.

Section Ten. Undue Advantage. SHAC members shall not use their position to gain or attempt to gain an undue advantage for themselves or anyone else. Violation of this requirement may result in dismissal by the Chair. (As examples, it would be considered an undue advantage if a person included his or her membership in the SHAC in the reasoning for allowing a student transfer or for allowing a student entry into a particular program; however, it would not be considered an undue advantage for a person to include SHAC membership on his or her resume.)

Article V: Officers

Section One. Officers and Terms of Service. The SHAC shall annually elect a Chair who must be a parent. The Chair shall be elected and installed at the first meeting of the year. No officer shall be an employee of SISD.

Section Two. Option for Co-Chairs. The SHAC may choose to elect two Co-Chairs, one of whom must be a parent, and one of whom is not required to be a parent.

Section Three. Responsibilities. The responsibilities of the SHAC Chair is as follows:

- A. The responsibilities of the Chair (or Co-Chairs) shall be to:
 1. Preside at all meetings of the SHAC and ensure that commonly accepted parliamentary procedure is followed.
 2. Serve as an ex officio member of all subcommittees without vote.
 3. Represent the SHAC, and sign all letters, reports, and other communications on behalf of the SHAC.
 4. Perform other responsibilities as may be prescribed by the SHAC, which are in accordance with SHAC's authorizing statute, district policy, and direction of the Board.

Section Four. Mid-Term Vacancies. If a vacancy occurs after the Chair's term has commenced, the SHAC shall elect a new Chair to serve for the remainder of the term.

Section Five. Removal of Chair. The Chair serves at the will of the SHAC. A two-thirds majority of the SHAC may at any time remove an Officer. Such action in itself does not equate to dismissal from the SHAC.

Article VII: Subcommittees

Section One. Establishment. Subcommittees may be standing or ad hoc, and shall be established or altered by the SHAC. Subcommittees may address any topics as designated by the SHAC. However, pursuant to statutory requirements, there shall be a standing subcommittee maintained to address Physical Education and Activity.

Section Two. Operations. Subcommittees shall have the following operational criteria:

- A. The Chair (or Co-Chairs) shall oversee the activities of all subcommittees, and ensure that assigned topics are appropriately addressed.
- B. Subcommittee chairs and their terms of service shall be appointed by the Chair with the advice of the Vice-Chair.
- C. Subcommittee chairs shall appoint the members of their subcommittees.
- D. Subcommittees facilitate the SHAC's decision-making process. They are the focal point for SHAC activity. Broad community participation is sought for subcommittees. Subcommittees gather information, analyze available data, and make recommendations to the SHAC through the Executive Committee for consideration and possible action.

- E. Not all subcommittee members are required to be SHAC members. SISD employees may be appointed to subcommittees. School Health Services staff may also be appointed to subcommittees.
- F. The Coordinator shall serve as a resource to all subcommittees.
- G. Subcommittee chairs shall be members of the SHAC. If the subcommittee chair is not a parent of an SISD student, a parent shall be designated as subcommittee co-chair.
- H. Subcommittees shall be composed of at least three members. However, subcommittees shall not constitute a quorum of the SHAC membership, and therefore can take no action.
- I. For any subcommittee established jointly with other organizations, the SHAC may determine certain operational criteria in addition to or different from the above criteria.
- J. Unless otherwise specified by the SHAC, subcommittees are not required to have regular meeting schedules, and shall meet at the discretion of subcommittee chairs. Unless otherwise specified by the SHAC, subcommittees are not required to provide minutes or attendance records of meetings. However, any findings or recommendations of subcommittees must be prepared for forwarding to the SHAC. Only if it is decided that subcommittee meetings are open to the public shall posted agendas (under Article III, Section Nine) be required.

Article VIII: SHAC Coordinator

Section One. Responsibilities. Responsibilities of the Coordinator shall include, but are not limited to:

- A. Ensuring that adequate facilities arrangements and staff support are secured for all meetings.
- B. Providing members and support staff with agendas and background materials prior to meetings.
- C. Serving as custodian of all SHAC records. Agendas and minutes of regular meetings must be maintained for a minimum of two years. In addition, the Coordinator shall keep a record of member term expirations and length of member service.
- D. Promoting public awareness of the SHAC and consulting a database of persons interested in service as SHAC members.
- E. Providing staff support in the development and submission of SHAC's annual report.
- F. Monitoring member attendance
- G. Facilitate maintenance of the SHAC website.
- H. Providing such other assistance as requested in accordance with the SHAC authorizing statute, district policy, and the direction of the Board of Trustees.

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

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

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

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

PAPERWORK IMPACT: None

BUDGET IMPACT / INFORMATION: Funding provided by assigning unassigned fund balance. These are amounts that were assigned in the prior fiscal year that were not spent in the prior fiscal year, but will need to be paid in this fiscal year.

EXHIBITS: Resolution

RESOURCE PERSONNEL: Elizabeth Oaks, Chief Financial Officer, CPA, RTSBA

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



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

Date Submitted: 08/27/24

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

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

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

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

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

FUND BALANCE POLICY

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

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

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

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

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

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

Baseball Softball Field Project	1,750,000
<i>(23-24 roll-forward)</i>	
23-24 Qualified Zone Academy Bond Payment	665,000
<i>(Annual payment 8 of 15)</i>	
Teacher Incentive Allotment Program Development	64,457
<i>(23-24 roll-forward)</i>	
National Board for Prof Teaching Standards Fees	17,150
<i>(23-24 roll-forward)</i>	
Welding Project	30,800
<i>(22-23 roll-forward)</i>	
Holdsworth Partnership.....	242,000
<i>(2023 to 2026 Total Allotment)</i>	
Abre Subscription	146,499
<i>(23-24 roll-forward)</i>	
Subtotal.....	<u>\$2,915,906</u>

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

Trustees voting in favor of the Resolution:

The undersigned, being the Secretary of the Board, hereby certifies that the foregoing represents a true copy of a Resolution of the Seguin ISD Board of Trustees, duly held on _____, 2024, which Resolution is in full force and effect, and has not been revoked or amended.

Board Secretary

Dated: _____

ACTION ITEM: **Approval of Agreement for the Purchase of Attendance Credit (Netting Chapter 48 Funding)**

RECOMMENDATION: That the Board of Trustees approve an Agreement for the Purchase of Attendance Credit (Option 3 Agreement) and to delegate contractual authority to the Superintendent.

RATIONALE: The agreement will enable the District to reduce the wealth per student to a level that is not greater than the equalized wealth level as determined by the Commissioner of Education in accordance with the Texas Education Code (TEC) §48.257. Renewal of the Option 3 Agreement is required by the Texas Education Agency (TEA) annually. TEA has been informed through online certification of the District's intent to exercise Option 3 in order to equalize wealth for the 2024-2025 school year.

BOARD POLICY REFERENCE and COMPLIANCE: CBA (LEGAL) State and Federal Revenue Sources

PAPERWORK IMPACT: None

BUDGET IMPACT / INFORMATION: None

EXHIBITS: Agreement for the Purchase of Attendance Credits (Netting Chapter 48 Funding)
Use required wording for recording of minutes

RESOURCE PERSONNEL: Elizabeth Oaks, Chief Financial Officer, RTSBA

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



Date Submitted: 08/27/24

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

Agreement for the Purchase of Attendance Credit (Netting Chapter 48 Funding)

This agreement is entered into pursuant to the Texas Education Code (TEC), Chapter 49, Subchapters A and D, and rules adopted by the commissioner of education as authorized by the TEC, §49.006. The purpose of this agreement is to enable the district to reduce its local revenue level to a level not to exceed the level established under TEC, §48.257 for the school year.

The school year to which this agreement applies is _____ (the “school year”).

The agreement is for _____ School District (“the district”), with a county-district number of _____, to purchase attendance credit from the state for the school year.

The local revenue level in excess of entitlement will be based on the commissioner’s estimate of the cost of credit as determined under TEC, §49.153, using the district’s projected maintenance and operations tax revenue that exceeds the level established under TEC, §48.257. Provisions in the TEC, §48.257(c), allow districts to offset the reduction of excess local revenue against state aid under Chapter 48, Education Code, that is not described by TEC, §48.266(a)(3) for the school year. A district that is subject to the reduction in excess local revenue agrees to offset its obligations against state aid in accordance with the provisions specified in the TEC, §48.257(c).

When near-final data are available following the close of the school year to which this agreement applies, the district’s entitlement under Chapter 48 will be recalculated. If the district’s state aid under Chapter 48, Education Code, that is not described by TEC, §48.266(a)(3) is less than the cost of recapture as determined by the commissioner in accordance with the TEC, §49.153, using near-final data, the district will be required to have an election and the recapture balance will be recovered in accordance with TEC, §48.272, by withholding subsequent allocations of state funds or requiring and obtaining a refund.

The actual cost of credit for the school year will be determined by the commissioner in accordance with the TEC, §49.153, when final data on the district’s maintenance and operations tax revenue that exceeds the level established under TEC, §48.257 is available.

The cost of purchased attendance credit will be reduced for county appraisal district costs. The reduction will be computed in accordance with the TEC, §49.157. If the reduction exceeds the cost for the school year, the difference will be carried forward and applied to each subsequent year’s cost until the total amount of the reduction has been exhausted.

Date:

Signature of President, Board of Trustees

Date:

Signature of Secretary, Board of Trustees

Signature of Superintendent

Date:

Typed Name of Superintendent

Date:

Signature of Commissioner of Education or Designee

ACTION ITEM: **2024-2027 Seguin ISD Goals and Strategic Plan**

RECOMMENDATION: It is recommended that the Board of Trustees approve the Seguin ISD Goals and Strategic Plan for 2024 – 2027.

RATIONALE: The current three-year Seguin ISD Strategic Plan was adopted in 2022 and expires at the end of the 2024-2025 school year. The development of a long-term strategic plan is also a requirement of the TEA Systems of Great School Network, which SISD joined in June 2022. Diversa Consulting, SISD’s Executive Advisor, has provided support in the strategic planning process. Work on the new three-year strategic plan began in July 2023 and continued through May 2024.

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

BUDGET IMPACT: No significant impact

PAPERWORK IMPACT: Updating of the 2024-2027 SISD Goals and Strategic Plan

EXHIBITS: Presentation: Seguin ISD Strategic Plan 2027

RESOURCE PERSONNEL: Monica Lyons, Chief Academic Officer
Jason Mummert, Director of School Leadership
Cindy Borden, Director of Federal and State Accountability

Submitted by: _____ Date Submitted: 08/27/24
(Signature) Veronica Vijil
(Name) Dr. Veronica Vijil, Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614

Strategic Plan 2027

Jason Mummert- Director of School Leadership



COMMITTEE MEMBERS

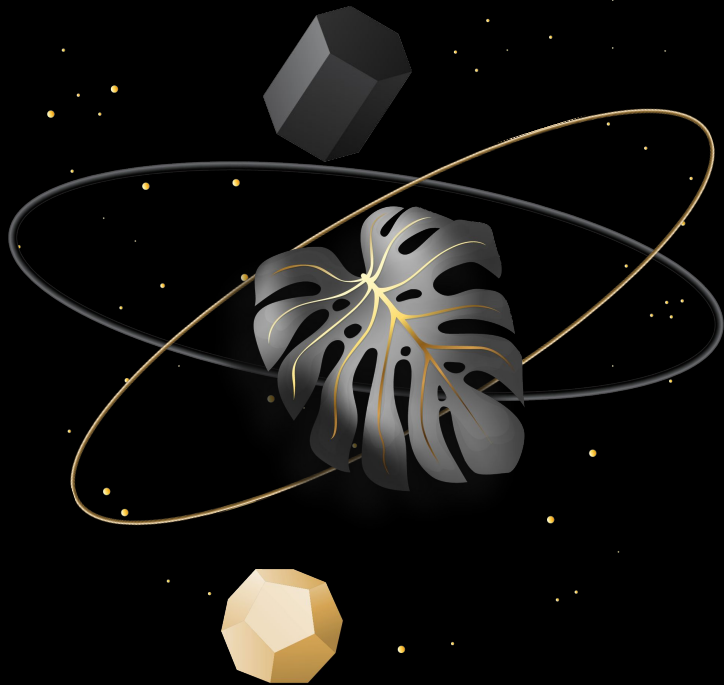
Monica Lyons: Chief Academic Officer

Jason Mummert: Director of School Leadership

Cynthia Borden: Director of Federal Programs

Kristi Miranda: Assistant Director of Federal Programs





● GOAL 01

(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 36% to 55% by August⁷⁵

2027.

GOAL 2

(HB3) Increase the percentage of third grade students who score meets grade level or above on STAAR Mathematics from 28% to 52% by August 2027.



GOAL 3

(HB3) Increase the percentage of graduates who meet the College, Career, or Military Readiness (CCMR) requirements from 59% to 80% by August 2027.





GOAL 4

Seguin ISD will improve student, parents, and staff satisfaction as determined by the Gallup Poll.

GOAL 5

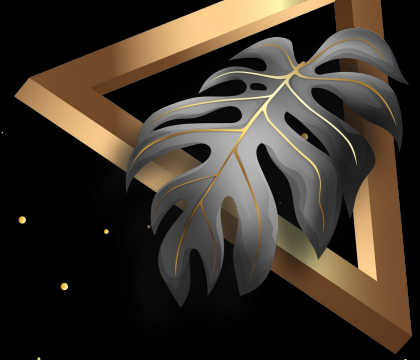
***North Star Goal:**

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.

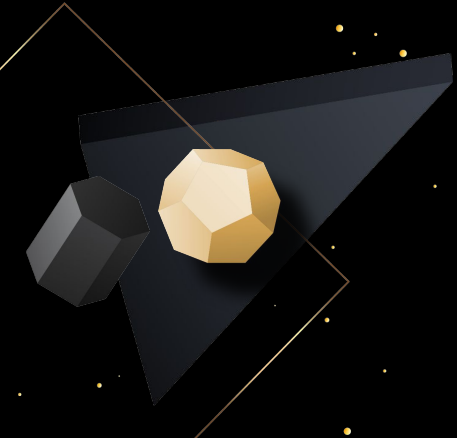


Campus Tiering Rubric: A Holistic View of SISD Campuses Beyond the Letter Grade

Criteria Number	Performance Criteria	Point Values
1	Student Achievement	1-4
2	Student Growth	1-4
3	Staff Retention	1-4
4	Student Discipline	1-4
5	Attendance	1-4



Questions?



ACTION ITEM:

Discussion and Possible Approval of Accepting Nominations for Naming of the Seguin High School Baseball Complex or Parts of it

RECOMMENDATION:

That the Board of Trustees accept nominations to name this sports facility per Board Policy CW(LOCAL) from Aug. 28 – Sept. 18, 2024.

RATIONALE:

Previously the baseball complex was not a district facility.

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

If this measure is approved, staff will inform the public of the time frame and criteria for written nominations for possible trustee consideration at the Sept. 24, 2024 regular school board meeting.

REFERENCE

and COMPLIANCE:

CW(LOCAL) Naming Facilities

BUDGET IMPACT:

None

PAPERWORK IMPACT:

None

EXHIBITS:

CW(LOCAL) Policy

RESOURCE PERSONNEL:

Monica Lyons, Chief Academic Officer

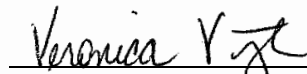
Submitted by:

(Signature)

(Name)

(Address)

(Telephone)



Dr. Veronica Vijil, Superintendent

1221 E. Kingsbury St., Seguin, TX 78155

(830) 401-8614

Date Submitted: 08/27/24

NAMING FACILITIES

CW
(LOCAL)

NAMING

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

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

The responsibility for naming a facility rests with the Board.

NOMINATIONS

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

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

CRITERIA

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

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

TIME FRAME

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

NAMING FACILITIES

CW
(LOCAL)

REQUEST FOR
PROPOSAL OPTION

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

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

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

BOARD DECISION

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

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

ACTION ITEM: **Discussion and Possible Approval of Accepting Nominations for Naming of the Seguin High School Softball Complex or Parts of it**

RECOMMENDATION: That the Board of Trustees accept nominations to name this sports facility per Board Policy CW(LOCAL) from Aug. 28 – Sept. 18, 2024.

RATIONALE: The previous Seguin High School softball complex was never officially named.

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

If this measure is approved, staff will inform the public of the time frame and criteria for written nominations for possible trustee consideration at the Sept. 24, 2024 regular school board meeting.

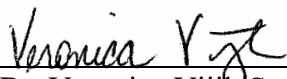
REFERENCE and COMPLIANCE: CW(LOCAL) Naming Facilities

BUDGET IMPACT: None

PAPERWORK IMPACT: None

EXHIBITS: CW(LOCAL) Policy

RESOURCE PERSONNEL: Monica Lyons, Chief Academic Officer

Submitted by:  Date Submitted: 08/27/24
(Signature) Dr. Veronica Viji Superintendent
(Name) 1221 E. Kingsbury St., Seguin, TX 78155
(Address) (830) 401-8614
(Telephone)

NAMING FACILITIES

CW
(LOCAL)

NAMING

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

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

The responsibility for naming a facility rests with the Board.

NOMINATIONS

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

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

CRITERIA

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

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

TIME FRAME

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

NAMING FACILITIES

CW
(LOCAL)

REQUEST FOR
PROPOSAL OPTION

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

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

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

BOARD DECISION

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

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

ACTION ITEM:

Designation of Non-Business Days for Public Information Act (PIA) Requests

RECOMMENDATION:

In addition to all non-business days defined by §552.0031 of the Texas Government Code, the district designates the following additional 10 non-business days each calendar year:

1. The Monday, Tuesday and Wednesday of the Spring Break holiday as adopted by the Board of Trustees for each annual academic school calendar.
2. The Monday, Tuesday and Wednesday of the Thanksgiving holiday as adopted by the Board of Trustees for each annual academic calendar.
3. The first four days of the Christmas/Winter Break holiday as adopted by the Board of Trustees for each annual academic school calendar that would otherwise be considered business days for the purposes of complying with Chapter 552 of the Texas Government Code.

RATIONALE:

House Bill (HB) 3033, effective Sept. 1, 2023, states that school boards may designate up to 10 days that the district may consider non-business days under the Texas PIA. The PIA requires governmental entities to respond to information requests within 10 business days, or 15 business days if requesting withholding from the Attorney General. Before HB 3033, school districts did not need to count days in which the district was closed in the timelines required under the PIA. The new law now defines business days as a day other than 1) a Saturday or Sunday; 2) a national holiday under §662.003(a); or 3) a state holiday under §662.003(b).

HB 3033 allows school boards to designate no more than 10 days each calendar year on which the school district's administrative offices are closed or operating with minimum staff as a non-business day.

REFERENCE

and COMPLIANCE:

GB(LEGAL): Public Information Program

BUDGET IMPACT:

None

PAPERWORK IMPACT:

None

EXHIBITS:

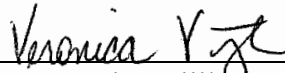
None

RESOURCE PERSONNEL:

Nikki Elaine Bittings, Chief Student Services Officer

Submitted by:

(Signature)



Date Submitted: 08/27/24

(Name)

Dr. Veronica Vijil, Superintendent

(Address)

1221 E. Kingsbury St., Seguin, TX 78155

(Telephone)

(830) 401-8614

Seguin ISD



Board Meeting Action Item: Public Information Act

August 27, 2024



DESIGNATION OF NON-BUSINESS DAYS FOR PUBLIC INFORMATION ACT (PIA) REQUESTS

Before HB 3033, school districts did not need to count days in which the district was closed in the timelines required under the PIA. The new law now defines business days as a day other than 1) a Saturday or Sunday; 2) a national holiday under §662.003(a); or 3) a state holiday under §662.003(b). HB 3033 allows school boards to designate no more than 10 days each calendar year on which the school district's administrative offices are closed or operating with minimum staff as a non-business day.

The 10 proposed non-business days for each annual academic school calendar are:

1. The Monday, Tuesday and Wednesday of the Spring Break holiday.
2. The Monday, Tuesday and Wednesday of the Thanksgiving holiday.
3. The first four days of the Christmas/Winter Break holiday.

ACTION ITEM: **Discussion and Possible Action Find No Good Cause Exists for Educator Resignation**

RECOMMENDATION: Discussion and possible action to find that no good cause exists for employee resignations that occurred beyond the penalty free resignation date. Resignations have been received from the following employees: Courtney Whitehead - Jefferson Elementary, Jade Webb - Rodriguez Elementary, Jennifer Gesick - Seguin High School and Melissa Cantu- Seguin High School.

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

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

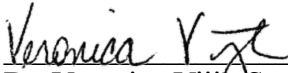
BUDGET IMPACT/ INFORMATION: Minimal

PAPERWORK IMPACT: None

EXHIBITS: None

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

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



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

Date Submitted: 08/27/24