

Agenda of Regular Meeting

The Board of Trustees Seguin ISD

A Regular Meeting of the Board of Trustees of Seguin ISD will be held September 24, 2024, beginning at 6:30 PM in the Board Room, 1221 E Kingsbury, Seguin, TX 78155.

The subjects to be discussed or considered or upon which any formal action may be taken are as listed below. Items do not have to be taken in the order shown on this meeting notice.

1. **Call to Order**
 - A. Announcement that this meeting of the Seguin Independent School District has been duly called and that notice of this meeting has been posted in accordance with the Texas Open Meetings Act, Section 551.043 of the Texas Government Code.
 - B. Pledges to the United States Flag and Texas Flag. Moment of silence.
 - C. Superintendent Announcements
 - D. Board Member Reports
2. **Recognition/Campus Presentations**
 - A. Campus Highlight 4
 - B. Student/Staff/Board/Community Recognition 5
 - C. Fall 2024 Student Teachers and Mentor Teachers 6
3. **Audience with the Board**

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

 - A. those wishing to speak shall sign up before the meeting begins stating the concern or noting the agenda item they wish to address; audience participation is limited to five minutes; the Board shall not deliberate any subject that is not on the posted agenda.
4. **Reports/Information Items:**
 - A. Seguin Education Foundation's Annual Report 8
 - B. Submission of a Class Size Exception Waiver to the Texas Education Agency 28
 - C. Personnel Information - Professional Employees 34
5. **Consent Agenda Items - Consider and Possible Approval as Applicable**

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such items shall be acted upon by one vote without separate discussion, unless a Board Member requests that an item be withdrawn for individual consideration.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

A.	Approval of Board Minutes of Regular Meeting - August 27, 2024.	35
B.	Approval of Tax Collection Reports for August 2024	43
C.	Approval of Donations Received August 2024	44
D.	Approval of District-Wide Vehicle Maintenance, Parts, and Services (RFP #: 24-01)	46
E.	Approval of District-Wide Facilities Maintenance, Electrical Equipment, Parts, and Services (RFP #: 24-04)	48
F.	Approval of District-Wide Educational Consulting Services (RFP #: 24-06)	50
G.	Information Regarding Purchases through the 2013 Purchasing Cooperative for a total cost of \$53,064	52
H.	Information Regarding Purchases Through the Texas 20 Purchasing Cooperative for a total cost of \$2,699,500	53
I.	Information Regarding Purchases Through the TIPS Purchasing Cooperative for a total cost of \$70,800	54
J.	Information Regarding Purchases through the CTPA Purchasing Cooperative for a total cost of \$266,566	55
K.	Acknowledge Public Information Act Requests August - September 2024	56
6.	Action Items	
A.	Appointment of Director(s) to the Seguin Education Foundation	58
B.	Discussion and Possible Action on Homeschool UIL Participation	60
C.	Approval of Proposed Budget Amendments & Financial Statements for July 2024	72
D.	Approval of Interlocal Agreement with Education Service Center 16 TEXBUY Cooperative	80
E.	Approval of Board Resolution with Education Service Center 5 Southeast Texas Cooperative	85
F.	Approval of Interlocal Agreement with Education Service Center 6 EPIC6 Cooperative	87
G.	Approval of Interlocal Agreement with Education Service Center 15 791 Cooperative	92
H.	Approval of the General Contractor for the Transportation Facility Additions and Renovations (RFCSP#: 25:01)	95
I.	Nominate Candidate for the Guadalupe County Appraisal District Board of Directors	97
7.	Closed Session: Board will adjourn into closed session pursuant to the following sections of the Texas Open Meetings Act	
A.	Pursuant to Texas Government Code Section §§§ 551.071, 551.074, 551.129 - Consultation with legal counsel including possible telephone consultation with legal counsel, as necessary, to address legal concerns, implications, and answer any legal questions regarding posted agenda items.	

- B. Pursuant to Texas Government Code Section § 551.074 - Discuss personnel matters, including appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a employee(s).
 - C. Pursuant to Texas Government Code Section § 551.072 - Discuss the sale, purchase, exchange, lease, or value of real property.
 - D. Pursuant to Texas Government code Sections § 551.0821 - Deliberation regarding public school student.
8. **Reconvene to Open Meeting**, the Board will take appropriate action on items, if necessary, as discussed in Closed Session
- A. Possible action on professional personnel, including appointment, employment, evaluation, assignment, duties, discipline or dismissal of a public employee(s).
9. **Board Comments and Request**
10. **Adjourn**

RECOGNITION ITEM: Campus Highlight

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

During tonight’s presentation, Principal Debra Reiley and the Ball Early Childhood Center staff will highlight this year’s district writing goal. Ball ECC is committed to empowering students to become clear, effective communicators by developing their writing skills.

Through Tier 1 instruction and many writing opportunities, the Ball ECC staff aims to inspire every student to express their ideas confidently and creatively, preparing them for academic success and real-world challenges.

RATIONALE: This presentation recognizes the performance and daily effort of Seguin ISD students, staff, and campus administrators. Campuses will have the opportunity to share an example of an activity that fosters academic achievement and refines instructional focus during 2024-25 regular board meetings.

REFERENCE and COMPLIANCE: BJA (LOCAL) 1. h. Encourage, oversee, and participate in activities for recognition of student efforts and accomplishments.

PAPERWORK IMPACT: None

BUDGET IMPACT/ INFORMATION: None

EXHIBITS: None

RESOURCE PERSONNEL: Emily Allen, Director of Communications

Submitted by: Veronica Vijil Date Submitted: 09/24/24
(Signature) Dr. Veronica Vijil, Superintendent
(Name) 1221 E. Kingsbury St., Seguin, TX 78155
(Address) (830) 401-8614
(Telephone)

RECOGNITION ITEM: Student/Staff/Board/Community Recognition

RECOMMENDATION: That the Board of Trustees recognizes the positive accomplishments of students, staff, trustees, and community partners during a board meeting to be apprised of the many successes that contribute to a nurturing academic environment in Seguin ISD schools.

- **Superintendent’s Students of the Month from Ball Early Childhood Center, Jefferson Elementary School, Briesemeister Middle School, and Seguin High School**
- **Superintendent’s Apple Award**
- **SISD staff who served on Summer 2024 Educator Item Review Committees**
 - o Monica Franco, District Office, STAAR Reading Grade 3 Item Review
 - o Leticia Gutierrez, Koennecke Elementary, STAAR Spanish Reading Grade 4 Item Review & STAAR Spanish Writing Grade 4 Item Review

RATIONALE: The purpose of this presentation is to recognize the performance and effort put forth daily by Seguin ISD students, trustees, staff, campus administrators, and community partners.

REFERENCE and COMPLIANCE: BJA (LOCAL) 1. h. Encourage, oversee, and participate in activities for recognition of student efforts and accomplishments.

BJA (LOCAL) 2. m. Encourage, oversee, and participate in staff recognition and support activities.

PAPERWORK IMPACT: None

BUDGET IMPACT/ INFORMATION: None

EXHIBITS: None

RESOURCE PERSONNEL: Dr. Veronica Vijil, Superintendent
Emily Allen, Director of Communications

Submitted by: _____ Date Submitted: 09/24/24
(Signature) Veronica Vijil
(Name) Dr. Veronica Vijil, Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614

RECOGNITION ITEM: **Fall 2024 Student Teachers and Mentor Teachers**

RECOMMENDATION: The Board of Trustees recognizes university students who have chosen to complete their student teaching in Seguin ISD schools and the campus teachers mentoring the student teachers.

RATIONALE: Student teaching is the capstone field experience for university students working toward teacher certification and requires a minimum of 490 hours of classroom experience. By supporting a student teacher, Cooperating/Mentor teachers share their time and expertise to help them gain invaluable experience.

REFERENCE and COMPLIANCE: Texas Administrative Code §228.67

PAPERWORK IMPACT: None

BUDGET IMPACT INFORMATION: None

EXHIBITS: Student Teacher List

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

Submitted by: _____ Date Submitted: 09/24/24
(Signature) Veronica V. J.
(Name) Dr. Veronica V. J., Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614

September 24, 2024

EXHIBIT

Fall 2024 Student Teacher	Certification Area(s)	Campus	Mentor Teacher
Aldridge, Baileigh	EC-6 ESL GEN	Patlan	Marie Cevallos
Bowden, Shannon	EC-6 Core with ESL	Rodriguez ES	Stephanie Trowbridge
Garcia, Denise Michelle	EC-6 Core with ESL	Jefferson ES	Lauren Morgan
Garza, Gabriella	Music EC-12	Jefferson ES	Keith Robinson
Hesseltine, Courtney	ELAR 4-8 / PE	Koennecke ES & A.J. Breisemeister MS	Felicia Cordes (KES) and Cynthia Hale (AJB)
Hicks, William	ELAR 7-12	Seguin HS	Hayley McCollum
Kromis, Canon	Math 7-12 / PE	Seguin HS	Imelda Brena
Lundquist, Heidi	EC-6 Core with ESL	Ball ECC	Rachel Marek
Madera, Samantha	Life Science / PE	Seguin HS & Koennecke ES	Christy Rodriguez (SHS) and Felicia Cordes (KES)
Medellin, Ashley	ELAR 7-12	Jim Barnes MS	Brandy Rangel
Moehrig-Woodard, Tanyse	Math 7-12 / PE	Seguin HS	Megan Pierson

Source: HR Data

INFORMATION ITEM:

Seguin Education Foundation's Annual Report

RECOMMENDATION:

That the Board of Trustees receive an update on the Seguin Education Foundation's current operations and financial position as for the fiscal year ending on August 31, 2024.

RATIONALE:

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

REFERENCE and COMPLIANCE:

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

PAPERWORK IMPACT:

None

BUDGET IMPACT INFORMATION:

None

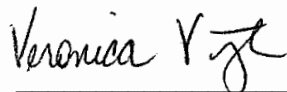
EXHIBITS:

SEF Presentation

RESOURCE PERSONNEL:

Jill Nash, Executive Director, Seguin Education Foundation

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



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

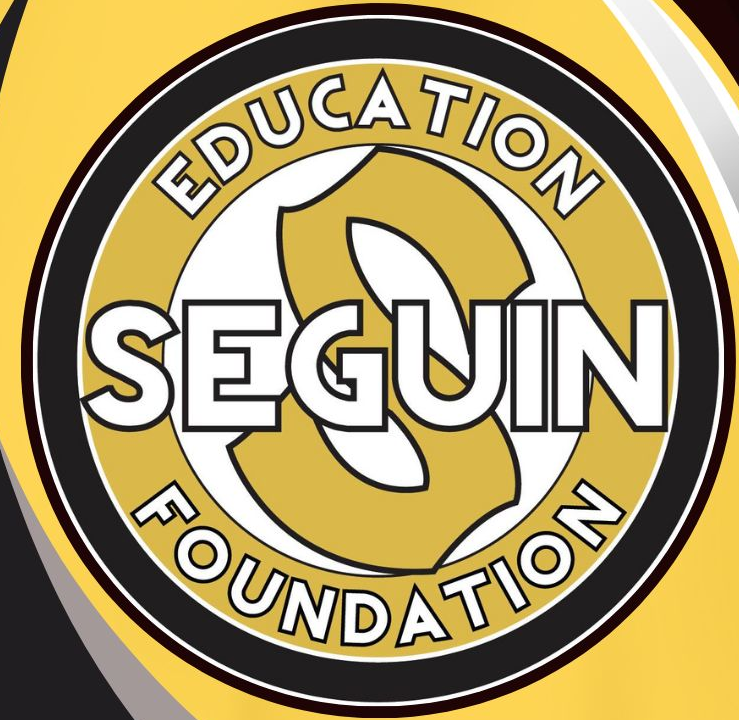
Date Submitted: 09/24/24



2023 - 2024

SEGUIN EDUCATION FOUNDATION

Annual Review





Mission

**THE SEGUIN EDUCATION FOUNDATION
GENERATES AND DISTRIBUTES
RESOURCES TO ENRICH TEACHING,
INSPIRE LEARNING, AND
ENHANCE OPPORTUNITIES FOR
STUDENTS ENROLLED IN THE
SEGUIN INDEPENDENT SCHOOL DISTRICT.**

GOALS



**Encourage
all students
to achieve
academic
excellence**



**Support staff
for innovative
and exemplary
teaching**

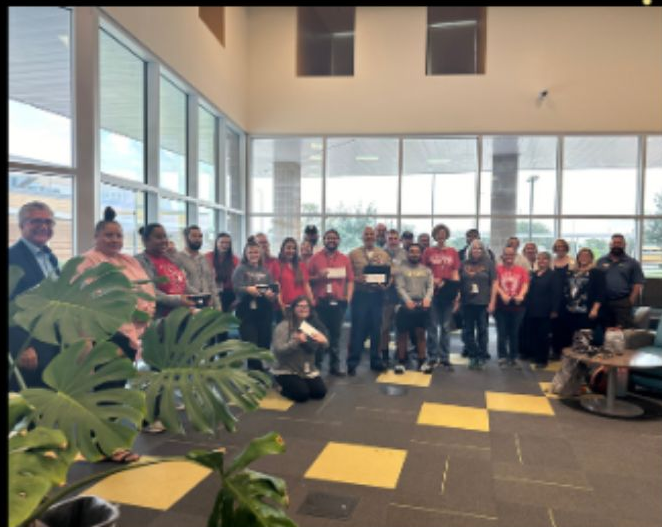


**Build
community
awareness for
the SEF & the
Seguin ISD**



**Inspire parents,
community, &
alumni to
participate with
the school
district**

2023 New Teacher Welcome Wagon

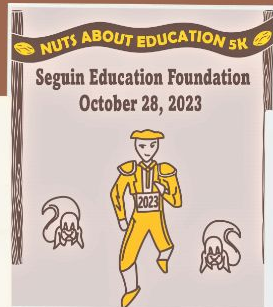


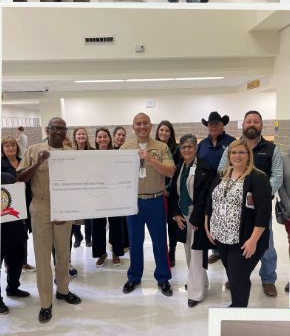
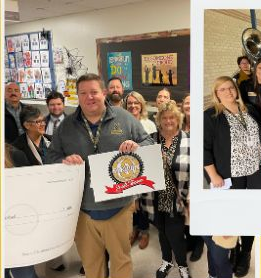


NUTS ABOUT EDUCATION 5K

October, 2023

\$9,000

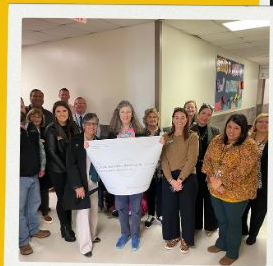
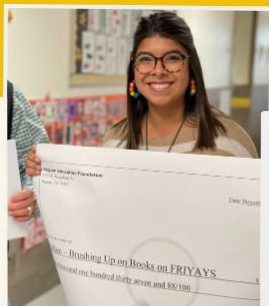




SURPRIZE PATROL

November, 2023

\$67,000



Seguin High School engineering students assembled new bikes for children at Ball Early Childhood Center.

This project, funded by a Seguin Education Foundation grant, brought joy to our youngest Matadors.



SeguinReads StoryWalk®

Grand Opening





MARDI GRAS

February, 2024

\$119,000



2024 GRANTS

\$97,971.30

MARDI GRAS

\$75,000.00

**H & P STEM
DONATION**

\$10,000.00

**BLUMBERG
STEM**

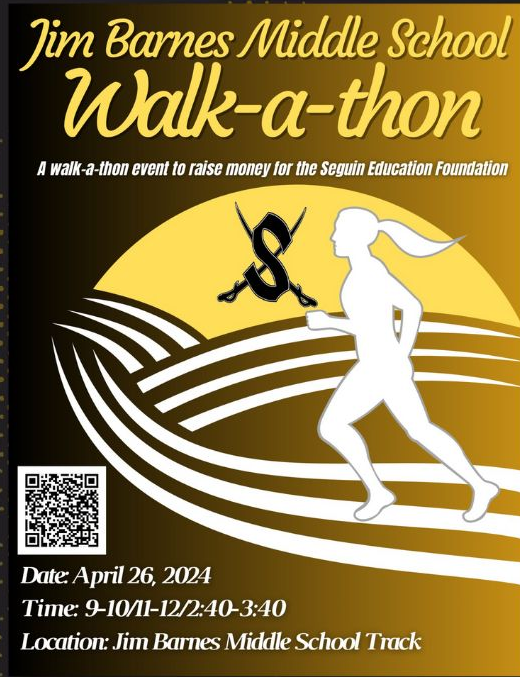
\$8,704.19

**UNEXPENDED
FUNDS**

\$4,267.11



H-E-B



Jim Barnes Middle School offered a Project Based Learning class called "The Many Functions of Walking" this semester. Students were tasked with organizing a walk-a-thon fundraiser and chose to donate the funds raised to the Seguin Education Foundation.





CELEBRATION OF EXCELLENCE

May, 2024

\$12,000





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- Affordable & Effective Maintenance Plans

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- New Construction
- Financing Available
- Ductless Systems
- Loose Fill Attic Insulation

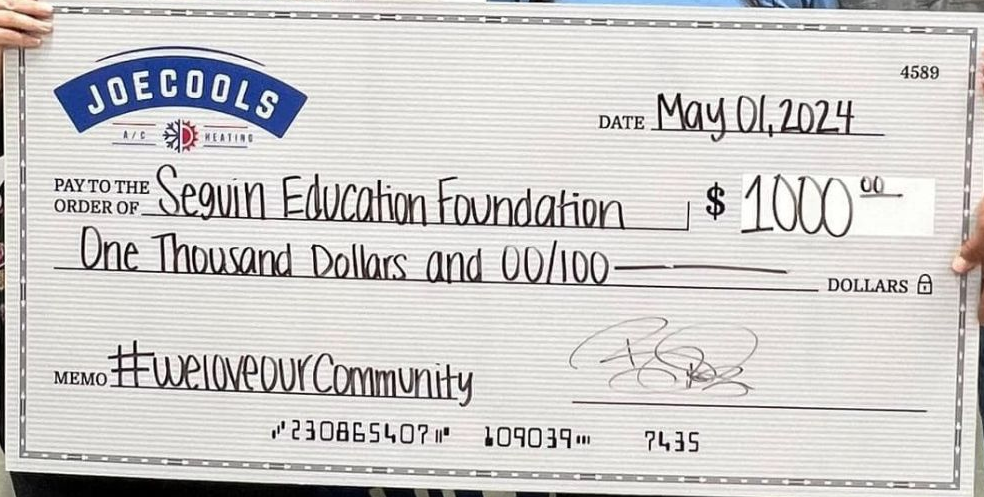
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- Competitive Pricing
- Servicing All Makes & Models

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- Air Purification Systems
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CELEBRATING 20 YEARS OF SERVING SEGUIN!



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Tex-Mex Cuisine



Location 1142 E. Kingsbury St. Seguin, TX 78155 Phone: 830-379-2161

EXECUTIVE BOARD

President - Debbie Magin

VP of Development - Krista Moreno

VP of Administrative Affairs - Steve Parker

Secretary - Superintendent, Dr. Veronica Vijil

Treasurer - Mary Hernandez

Executive Committee Members at Large:

Bryan Spahn and Jennifer Meservey

SISD Trustees - Linda Duncan and Carl Jenkins.

DIRECTORS

Candi Andrews

Mike Andrews

Vickie Cusack

Drew Engelke

Keith Forcinito

Hunter Hewell

Cassie Koehler

Kirsten Legore

Elizabeth McCown

Anna Moreno

Monica Napier Carter

Jess Noble

Crystal Patterson

Robyn Popa

Susan Riordan

Alissa Sommers

Alyssa Spaw

Kasie Tankersley

Steve Tschoepe

Janice Weaver

James York

Tacie Zelhart



SEF Upcoming events:

- ✓ **Community and Alumni Giveaway**
- ✓ **Employee Giving Campaign**
- ✓ **Grant SurPRIZE Patrol: November**
- ✓ **Mardi Gras: February 27, 2025**
- ✓ **Celebration of Excellence: May 8, 2025**

Questions?



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

RECOMMENDATION: The Board of Trustees acknowledges the submission of a class size exception waiver to the Texas Education Agency for the 2024-2025 academic year.

RATIONALE: Each school district in Texas is required to review its class size enrollment to determine whether its class sizes for grades prekindergarten (PK) through four meet the requirements of TEC §25.112. If the review indicates that any class for grades PK-4 exceeds the allowable class size limit of 22 students per class (22:1), the district must submit a request for exception under TEC §25.112(d).

Increase in enrollment in the following campuses continues to be a challenge.

Jefferson Elementary has seen 4 sections exceed the limit of 22, Koennecke Elementary has seen 2 sections exceed the limit of 22, McQueeney Elementary has seen 3 sections exceed the limit of 22, Patlan Elementary has seen 2 sections exceed the limit of 22, Rodriguez Elementary has seen 1 section exceed the limit of 22, and Vogel Elementary has seen 1 section exceed the limit of 22. Individual class information is included in the corresponding exhibit.

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

PAPERWORK IMPACT: A waiver request will be filed with the commissioner by September 25, 2024.

BUDGET IMPACT INFORMATION: None

EXHIBITS: None

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

Submitted by: _____ Date Submitted: 09/24/24
(Signature) Veronica Viji
(Name) Dr. Veronica Viji Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614

•••

Board Meeting Information Item: Class Size Waiver

Seguin ISD



(4B) Class Size Waiver

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

Campus	Enrollment	Grade Level
Jefferson Elementary	23	3rd
	23	3rd
	23	3rd
	23	4th
Koennecke Elementary	23	KG
	23	3rd
McQueeney Elementary	23	2nd
	23	2nd
	23	4th
Patlan Elementary	23	2nd
	23	2nd
Rodriguez Elementary	23	1st
Vogel Elementary	23	4th

As of September 18, 2024

Campus	Enrollment	Grade Level
Jefferson	23	2
	23	2
	23	2
	23	4
	23	4
	23	4
Rodriguez	23	1
	23	1
Vogel	23	2

As of September 26, 2023

Grade Membership Report			
CAMPUS	22-23	23-24	24-25
BALL ECC	352	387	408
RODRIGUEZ ELEM	474	510	474
JEFFERSON ELEM	407	413	416
KOENNECKE ELEM	553	542	561
McQUEENEY ELEM	310	312	310
PATLAN ELEM	449	436	416
VOGEL ELEM	399	416	477
WEINERT ELEM	469	478	448
AJ BRIESEMEISTER MS	734	732	787
JIM BARNES MS	796	790	778
SHS	2076	2132	2072
MBLC	73	66	62
DAS	23	15	10
JUVENILE DETENTION	17	19	18
09/16/2022 Total	7115		
09/15/2023 Total		7248	
9/13/2024 Total			7237

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
Ainsworth, Charles	Seguin High School	09/09/24
Rodriguez, Eddie	Rodriguez Elementary	09/16/24
Spofford, Nina	Seguin High School	09/16/24

**BOARD’S
ACKNOWLEDGEMENT
RESIGNATIONS:**

Fulcher, Christian, Barnes Middle School, effective 12/31/24 Mr. Fulcher, Special Education Teacher, has resigned and elected to retire.
Mr. Fulcher has 2 years with Seguin ISD.

Merrell, Emily, Matador Special Services Department, effective 09/27/24
Ms. Merrell, Speech Therapist, has resigned due to relocation.
Ms. Merrell has 4 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: _____ Date Submitted: 09/24/24
(Signature) *Veronica Vigil*
(Name) Dr. Veronica Vigil, Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614

Minutes of Regular Meeting

The Board of Trustees

Seguin ISD

A regular board meeting of the Board of Trustees of Seguin ISD was held Tuesday, August 27, 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, Steve Gonzalez, and Joel Trevino

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

1. Call to Order

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

B. The pledges were led by Mrs. Crettenden, followed by a moment of silence.

C. Superintendent Announcements:

Dr. Vijil provided the board and community with highlights, upcoming key dates and event information since the last board meeting, which included recognizing staff and student achievements and successes from across the district. Dr. Vijil recognized Donny and Cathy Beicker, Co-Presidents of the Seguin Sports Booster Club as the recipients' of the August Superintendent's Leadership Apple Award for going above and beyond daily duties. Mr. and Mrs. Beicker have dedicated their lives to improving our community and supporting our student athletes with tireless efforts for more than three decades. She also congratulated Grace Mueller and Lisa Burns for running unopposed in their seats and looks forward to having them begin their terms following the November 5 Election. Mrs. Mueller is in Board District 3 and Mrs. Burns is in Board District 6.

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

No one signed up to address the Board.

3. Reports/Information Items:

A. Introduction of Newly Appointed Administrators

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

- **Emily Allen – Director of Communications**

B. Personnel Information – Professional Employees

The Board of Trustees received information regarding the following new hires and resignations for the 2024-2025 school year listed below:

New Hire Elections:

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

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.

4. **Closed Meeting** –The Board went into closed session at 6:53 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).

The Board recessed 7:49 p.m. until 7:55 p.m.

5. **Reconvene to Open Meeting:** The Board reconvened at 7:55 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:

Regular Meeting, July 23, 2024

Public Meeting, August 14, 2024

Special Meeting, August 14, 2024

B. Approval of Tax Collection Reports for July 2024

The Board of Trustees approved the Guadalupe County Tax Office Monthly Recap from Daryl John, Guadalupe County Tax Assessor-Collector for July 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 Donations Received July 2024

The Board of Trustees approved the donations received by the District during the month of July 2024 in the amount of \$500.00 from various businesses and individuals. District Board policy CDC (Local) states "...any (unsolicited) gift that the potential donor has expressly made conditional upon the District's use for a specified purpose, or any gift of real property, shall require Board approval."

D. 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 five responses received, all met the RFP requirements. With approval from the Board of Trustees, the respondents 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.

E. 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: 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 will remain active for one year thereafter.

F. 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 two 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.

G. 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 three 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.

H. Extra-Curricular Activity Listing for 2024-2025

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

I. County Extension Agents as Adjunct Staff Members

The Board of Trustees approved 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. 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.

J. Information Regarding Purchases Through the BuyBoard Purchasing Cooperative for a

Total Cost of \$323,169

The Board of Trustees received information regarding the purchases 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.

K. Information Regarding Purchases Through the DIR Purchasing Cooperative for a Total Cost of \$462,170

The Board of Trustees received information regarding the purchases 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

L. Information Regarding Purchases Through the Sourcewell Purchasing Cooperative for a Total Cost of \$141,334

The Board of Trustees received information regarding the purchases 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

M. Acknowledge Public Information Act Requests July-August 2024

The Board of Trustees received information regarding the Public Information Act requests received since July 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 Mr. Jenkins to approve Consent Action Items:

A. Approval of Board Minutes for:

Regular Meeting, July 23, 2024

Public Meeting, August 14, 2024

Special Meeting, August 14, 2024

B. Approval of Tax Collection Reports for July 2024

C. Approval of Donations Received July 2024

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

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

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

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

H. Extra-Curricular Activity Listing for 2024-2025

I. County Extension Agents as Adjunct Staff Members

J. Information Regarding Purchases Through the BuyBoard Purchasing Cooperative for a Total Cost of \$323,169

K. Information Regarding Purchases Through the DIR Purchasing Cooperative for a Total

Cost of \$462,170

L. Information Regarding Purchases Through the Sourcewell Purchasing Cooperative for a Total Cost of \$141,334

M. Acknowledge Public Information Act Requests July-August 2024

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

Nays: None

7. Action Items:

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

Ms. Duncan moved, seconded by Mr. Amador to approve the annual SHAC report and appoint the SHAC membership roster. 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.

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

Nays: None

B. Adopt a Resolution for the Assignment of Fund Balance

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

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

Nays: None

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

Mr. Jenkins moved, seconded by Ms. Duncan to approve an Agreement for the Purchase of Attendance Credit (Option 3 Agreement) and to delegate contractual authority to the Superintendent. For the 2024–2025 school year, we delegated contractual authority to obligate the school district under Texas Education Code (TEC) §11.1511(c)(4) to the superintendent, solely for the purpose of obligating the district under TEC, §48.257 and TEC, Chapter 49, Subchapters A and D, and the rules adopted by the commissioner of education as authorized under TEC, 49.006. This included approval of the Agreement for the Purchase of Attendance Credit or the Agreement for the Purchase of Attendance Credit (Netting Chapter 48 Funding). 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.

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

Nays: None

D. 2024-2027 Seguin ISD Goals and Strategic Plan

Mr. Amador moved, seconded by Mr. Jenkins to approve the Seguin ISD Goals and Strategic Plan for 2024-2027. There was no vote taken on this motion. There was further discussion regarding the Strategic Plan.

Mr. Jenkins moved, seconded by Mrs. Mueller to rescind the original motion to approve the Seguin ISD Goals and Strategic Plan for 2024-2027.

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

Nays: None

Mr. Jenkins moved, seconded by Ms. Duncan to amend the action item and strike out “Strategic Plan,” from the original action item to approve the Seguin ISD Goals for 2024-2027.

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

Nays: None

Mr. Jenkins moved, seconded by Mr. Amador to approve the amended action item to approve the Seguin ISD Goals for 2024-2027 as presented.

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

Nays: Crettenden

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

Ms. Duncan moved, seconded by Mrs. Crettenden to accept nominations to name this sports facility per Board Policy CW (LOCAL). Previously the baseball complex was not a district facility.

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

Nays: Amador

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

Mrs. Crettenden moved, seconded by Ms. Duncan to accept nominations to name this sports facility per Board Policy CW (LOCAL). Previously the softball complex was not a district facility.

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

Nays: Amador

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

Ms. Duncan moved, seconded by Mr. Amador to approve 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.

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.

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

Nays: None

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

Ms. Duncan moved, seconded by Mr. Amador to approve to find that no good cause exists for the resignation of Courtney Whitehead (Jefferson Elementary School), Jade Webb (Rodriguez Elementary School), Jennifer Gesick (Seguin High School), and Melissa Cantu (Seguin High School) that occurred beyond the penalty free resignation date.

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

Nays:

8. Board Comments and Request

Mr. Guerra announced that Mr. Bright will be back on Friday and is eager to get back to the meetings.

All prior Board requests have been addressed.

9. Adjourn

Mr. Amador moved, seconded by Mr. Jenkins to adjourn the meeting. The meeting adjourned at 9:04 p.m.

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

Nays: None

Secretary/September 24, 2024

President/September 24, 2024

ACTION ITEM:

Approval of Tax Collection Reports for August 2024

RECOMMENDATION:

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

Current	\$	10,702
Delinquent		244,222
Penalty and Interest		53,230
Total Monthly Collections	\$	<u>308,154</u>
Total Tax Collections Year to Date	\$	<u>637,498</u>
Delinquent Tax Levy		3,496,205
Percent Collected through August, 2024		17.10%
Percent of Tax Levy Collected last year		25.64%

EXHIBITS:

None

RESOURCE PERSONNEL:

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

Submitted by:

(Signature)

(Name)

(Address)

(Telephone)

Veronica Vijil

Date Submitted: 09/24/24

Dr. Veronica Vijil, Superintendent

1221 E. Kingsbury St., Seguin, TX 78155

(830) 401-8614

ACTION ITEM:

Approval of Donations Received August 2024

RECOMMENDATION:

That the Board of Trustees approve donations received by the District during the month of August 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: 09/24/24

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

Donor	Purpose	Campus Receiving Donation	Date Rcvd	Amount	Board Approval
Bordelon, James	undesignated	Vogel Elementary	08/19/24	\$ 500.00	Pending

NOTE: This listing includes only documented, unsolicited donations received by the District during August 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 response(s) received, both 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: Hampel Oil and Ogburn's Truck Parts. 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, ending June 30, 2026, and will remain active for one year thereafter.

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

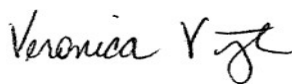
PAPERWORK IMPACT: None

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

EXHIBITS: Vendor Recommendation Form

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

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



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

Date Submitted: 09/24/24

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
Hampel Oil	Oil products	Y
Ogburn's Truck Parts	Truck and trailer parts and related items	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 response(s) 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: Mustang Enterprises. 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, ending June 30, 2026, and will remain active for one year thereafter.

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

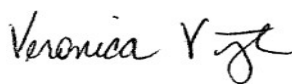
PAPERWORK IMPACT: None

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

EXHIBITS: Vendor Recommendation Form

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

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



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

Date Submitted: 09/24/24

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
Mustang Enterprises	Sales and service/parts for commercial laundry equipment	Y

Note:

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

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

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

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

RATIONALE: A Request for Proposals (RFP#: 24-06) was issued on June 5, 2023 for Educational Consulting Services. The bid was competitively solicited in compliance with Board Policy. Of the response(s) 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: Zachary Travis, Martin Olivas, and Sofia Ibarra. 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, ending June 30, 2026, and will remain active for one year thereafter.

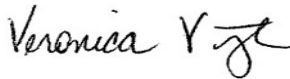
REFERENCE and COMPLIANCE: CH(LEGAL) and CH(LOCAL) Purchasing and Acquisition

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
Jennifer Raske Martinez, Purchasing Coordinator, RTSBA

Submitted by:  Date Submitted: 09/24/24
(Signature) _____
(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 #: 24-06, ED CONSULTANTS
BID CLOSING DATE: JUNE 30, 2026
ISSUING DEPARTMENT(S): LLI

VENDOR	SERVICES PROVIDED	Recommended
Zachary Travis	Band and Marching Band Program Consultation	Y
Martin Olivas	Mariachi program consultant	Y
Sofia Ibarra	Mariachi consultant (vocal and instrumental)	Y

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

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

INFORMATION ITEM: **Information Regarding Purchases through the 2013 Purchasing Cooperative for a total cost of \$53,064**

RECOMMENDATION: The following purchases were made through the 2013 Purchasing Cooperative:
iStation: Reference #21030, Instructional Supplies and Services - \$53,064

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


Additional information regarding these purchases is provided below:
*iStation provides the district with reading software for English and Spanish speakers at the Elementary School level.

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

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

EXHIBITS: None

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

Submitted by:  Date Submitted: 09/24/24
(Signature) _____
(Name) Dr. Veronica Vijil, Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614

INFORMATION ITEM: **Information Regarding Purchases Through the Texas 20 Purchasing Cooperative for a total cost of \$2,699,500**

RECOMMENDATION: The following purchases were made through the Texas 20 Purchasing Cooperative:

- *Gulf Coast Paper Company, Inc.: Reference #3221-E2 AB, Chemical and Paper - \$107,000
- *Labatt Food Service, LLC: Reference #3315-E1, Main Food - \$1,492,000
- *Labatt Food Service, LLC: Reference #3221-E2 AB, Chemical and Paper - \$117,000
- *Brothers Produce of Austin: Reference #3320-E1, Produce - \$363,000
- *Dairy Farmers of America, Inc.: Reference #3418, Milk - \$515,000
- *New World Bakery, Inc.: Reference #3417, Bread - \$105,500

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

These purchase orders are higher than typical because departments are putting in requests for what they estimate they will need according to both historical usage and student information for purchases for the 2024-2025 school year. This is a good practice because it essentially "reserves" these funds to keep them within their budget.

Additional information regarding these purchases is provided below:

- *Gulf Coast Paper Company provides plastic, paper, and kitchen products for all campus cafeterias.
- *Labatt Food Service provides food products for all campus cafeterias.
- *Labatt Food Service provides plastic, paper, and kitchen products for all campus cafeterias.
- *Brothers Produce of Austin provides produce for all campus cafeterias.
- *Dairy Farmers of America provides milk products for all campus cafeterias.
- *New World Baker provides bread products for all campus cafeterias.

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

BUDGET IMPACT / INFORMATION: Funds are provided by the Child Nutrition Fund.

EXHIBITS: None

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

Submitted by:
(Signature)



Date Submitted: 09/24/24

(Name)
(Address)
(Telephone)

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

INFORMATION ITEM: **Information Regarding Purchases Through the TIPS Purchasing Cooperative for a total cost of \$70,800**

RECOMMENDATION: The following purchases were made through the TIPS Purchasing Cooperative:
*Agparts Worldwide, Inc.: Reference #220105, Technology Solutions, Products, and 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:
*Agparts Worldwide provided the district with 4,000 Dell protective cases and screen protectors.

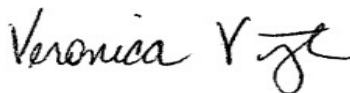
REFERENCE and COMPLIANCE: CH(LEGAL) and CH (LOCAL) Purchasing and Acquisition

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

EXHIBITS: None

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

Submitted by:
(Signature)



Date Submitted: 09/24/24

(Name)
(Address)
(Telephone)

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

INFORMATION ITEM: **Information Regarding Purchases through the CTPA Purchasing Cooperative for a total cost of \$266,566**

RECOMMENDATION: The following purchases were made through the CTPA Purchasing Cooperative:
*Great Minds PBC: Reference #23R-003TM, Books, Textbooks, Publications, Subscriptions, and Audio Visual Materials - \$203,556
*Gallup, Inc: Reference #2010-700-241, Software and Applications - \$63,000

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:
*Great Minds provided Eureka Math for grades Kindergarten through fifth and on-site professional development support services for instructors.
*Gallup provided access to a workplace advisory subscription, student polls, and family engagement surveys.

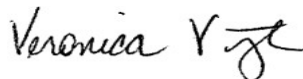
REFERENCE and COMPLIANCE: CH(LEGAL) and CH (LOCAL) Purchasing and Acquisition

BUDGET IMPACT / INFORMATION: Funds are provided by the Instructional Materials Allotment Fund and 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: 09/24/24

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

RECOMMENDATION: That the Board of Trustees acknowledges Public Information Act requests received since August 13, 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: August 13 – September 9, 2024 Public Information Act request roster

RESOURCE PERSONNEL: Dr. Veronica Vijil, Superintendent
Emily Allen, Director of Communications

Submitted by: _____ Date Submitted: 09/24/24
(Signature) Veronica Vijil
(Name) Dr. Veronica Vijil, Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614

Seguin ISD PIA Requests received from August 13 - September 9, 2024

Date	Requester	Requested Documents	Status	Action
004 Aug. 21, 2024	Jim Ragsdale, Jostens	Parent emails and phone numbers for all Seguin ISD 11th and 12th graders.	Completed	Document provided
005 Aug. 22, 2024	Katie Weatherly, McQueeney PTC	McQueeney students' names, teachers' names/emails for Read-A-Thon	Completed	Document provided
006 Aug. 24, 2024	Elaine Schacht, Weinert PTC	Weinert students' names, teachers' names/emails for Read-A-Thon	Completed	Document provided
007 Aug. 27, 2024	Heidi Baker, SmartProcure	Employee directory information	Completed	Documents provided
008 Sept. 9, 2024	Joel D. Strong, Department of the Navy	Names, addresses, & contact info for SHS juniors and seniors for recruiters	Completed	Documents provided

ACTION ITEM:

Appointment of Director(s) to the Seguin Education Foundation

RECOMMENDATION:

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

RATIONALE:

The SEF Bylaws, section 2.04, outline the appointment of two representatives from the Board of Trustees to serve on the SEF Board of Directors. This appointment is for a one-year term, from September 2024 to the annual SEF meeting in September 2025. The two appointed representatives will join a diverse board of approximately 33 other Directors, comprising both Community and School District members. The SEF Directors convene three times a year, with meetings held in January, April, and September. As part of their responsibilities, the Board of Trustees' representatives will be expected to serve on one or more committees. These may include the Annual Mardi Gras Gala (a fundraising banquet), the Celebration of Excellence (a recognition banquet for the top 10% of the graduating class and their Educational Heroes), the Nominating Committee, the Audit Committee, the Grant Committee, or any other committee of their choosing. As stated in Section 2.04 of the bylaws, "Two trustee representatives of the Seguin Independent School District Board of Trustees, appointed annually by the Board President, shall hold a permanent official seat with vote."

REFERENCE and COMPLIANCE:

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

PAPERWORK IMPACT:

None

BUDGET IMPACT/ INFORMATION:

None

EXHIBITS:

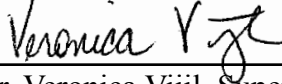
None

RESOURCE
PERSONNEL:

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

Submitted by:

(Signature)



Date Submitted: 09/24/24

(Name)

Dr. Veronica Vijil, Superintendent

(Address)

1221 E. Kingsbury St., Seguin, TX 78155

(Telephone)

(830) 401-8614

ACTION ITEM:

Discussion and Possible Action on Homeschool UIL Participation

RECOMMENDATION:

That the Board of Trustees not accept non-enrolled homeschool students to participate in UIL activities.

RATIONALE:

Recent legislation, HB 547, now allows for homeschooled children to participate in UIL activities. Seguin ISD has received interest from homeschool parents who reside in the district; and would like to request that their students participate in Seguin ISD UIL events.

REFERENCE and COMPLIANCE:

HB 547; FM(LEGAL) Student Activities

PAPERWORK IMPACT:

Minimal

BUDGET IMPACT/ INFORMATION:

No significant impact.

EXHIBITS:

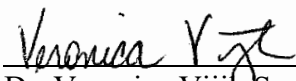
None

RESOURCE PERSONNEL:

Monica Lyons, Chief Academic Officer
Craig Dailey, Athletic Director

Submitted by:

(Signature)



Date Submitted: 09/24/24

(Name)

Dr. Veronica Vijil, Superintendent

(Address)

1221 E. Kingsbury St., Seguin, TX 78155

(Telephone)

(830) 401-8614

Seguin ISD

Homeschool UIL Participation



Introduction to Homeschool UIL Participation

HB 547 (2021): Homeschool students can participate in UIL activities if allowed by the district.

HB 3708 (2023): Provides funding to districts for each UIL activity a homeschool student participates in.

Key Question: Do the benefits of allowing homeschoolers to participate in Seguin ISD extracurricular activities outweigh the potential challenges?

Texas School Districts Participating with Homeschool UIL Activities

- There are currently only 37 Texas ISDs that are not charter schools participating out of over 1,000 in the state. Nearly 97% of current eligible districts are not participating in accordance with the House Bill.
 - No other school district in either District 13 5A or District 27 5A allows homeschool participants.
- Lockhart ISD does participate; guidelines were created after its board of trustees gave their approval. Seguin ISD would prepare local guidelines if the board approved participation. A process for creating local guidelines would include receiving feedback and input from coaches, sponsors, and administrators. The following slide shows Lockhart ISD's current guidelines.



LOCKHART INDEPENDENT
SCHOOL DISTRICT

<https://www.lockhartisd.org/parents/student-online-registration/home-school-uil-participation>

Participation Requirements:

- A homeschooled student must declare intention to participate in a sport/event/activity prior to August 1st.
- A homeschooled student must participate in all required activities of the sport/event/activity they are a part of, unless otherwise approved by the appropriate coach or UIL sponsor.

Funding vs. Impact

- **Funding Allocation:** \$1,500 per UIL activity, regardless of the number of participating homeschool students.
- **Administrative Cost:** The cost of managing multiple non-enrolled students will likely outweigh the financial benefit. This includes personnel, administrative tracking, and oversight, potentially diverting resources from enrolled students.
- **Quality of Support:** Focus could shift from enhancing programs for full-time students to accommodating homeschoolers.

Maintaining Academic Integrity

- Homeschool students must meet academic standards, but their education is largely self-regulated by parents or private tutors. There is limited oversight from the district.
- **Risk:** Could compromise the high academic standards and fairness that we uphold for all students.
- **Equity Considerations:** Homeschool students' external academic assessments may not be aligned with the rigorous grading policies of public schools.

Extracurricular Disruption

- **Inconsistent Participation:** Homeschool students may have less accountability in terms of participation, attendance, and discipline compared to fully enrolled students.
 - Answer to previous board question regarding participation: Fully enrolled students are required to participate in an athletic period during the school day, with the exception of cross country and track. All sports have mandatory workouts of some kind before or after school year-round.
- **School Culture:** Introducing students who are not fully immersed in the district's educational environment could compromise the strong sense of community and shared goals that we cultivate.

Limiting Resources

- Allowing homeschool students may lead to overcrowding in sports and activities, reducing opportunities for enrolled students who are fully committed to our schools.
 - Tryouts
 - No guarantees for participation

Administration Recommendation

- We recommend not accepting non-enrolled (homeschool) students at this time.
- **Rationale:** This decision will protect our district's resources, uphold academic integrity, and ensure the best possible experience for our fully enrolled students. We believe focusing on enhancing opportunities for our public school students should remain the priority.

Questions and Clarifications

We will kindly take any questions that you may have at this time.

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

RECOMMENDATION: That the Board of Trustees approve the proposed budget amendments and financial statements for the General Fund, Child Nutrition Fund, and Debt Service Fund as of July 31, 2024.

RATIONALE: The District’s official budget includes the General Fund, Child Nutrition Fund, and Debt Service Fund. The adoption of the budgets associated with these funds and subsequent amendments should be approved by the Board of Trustees. The attached budget reports and financial statements are designed to provide interim information for the Board of Trustees regarding operations of the District. The attached financial statements are unaudited and do not reflect certain required accounting entries for the official year-end financial report.

REFERENCE and COMPLIANCE: CE (LEGAL) and CE (LOCAL) Annual Operating Budget
The Board shall amend the budget when a change is made increasing any one of the functional spending categories or increasing revenue object accounts and other financing sources (uses).

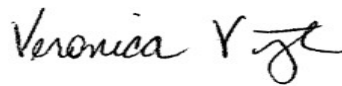
PAPERWORK IMPACT: None

BUDGET IMPACT / INFORMATION: Budget amendments reflected in this report require approval by the Board of Trustees.

EXHIBITS: Proposed Budget Amendments and Financial Statements for the General Operating Fund, Child Nutrition Fund, and Debt Service Fund are attached.

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

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



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

Date Submitted: 09/24/24

Function Codes

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

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

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

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

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

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

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

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

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

35 – Food Service – Expenditures for food service operations

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

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

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

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

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

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

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

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

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

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

	Budget				Actual			Budget Remaining	
	Adopted Budget	July 1, 2024	Proposed Amendment(s)		July 31, 2024	July 1, 2024	Current Month		July 31, 2024
		Amended Budget	Programmatic Changes	Balance Neutral	Amended Budget	Year to Date	Activity		Year to Date
REVENUE									
Local									
Property Taxes-Current	36,690,360	36,690,360	-	-	36,690,360	-	19,689	19,689	36,670,671
Property Taxes-Delinquent	950,000	950,000	-	-	950,000	-	162,089	162,089	787,911
Property Taxes-Penalty & Interest	500,000	500,000	-	-	500,000	-	40,586	40,586	459,414
Interest Income	1,300,000	1,300,000	-	-	1,300,000	-	122,670	122,670	1,177,330
Other Local Income	240,000	240,000	-	-	240,000	-	9,585	9,585	230,415
State	34,745,186	34,745,186	-	-	34,745,186	-	282,940	282,940	34,462,246
Federal	767,000	767,000	-	-	767,000	-	17,374	17,374	749,626
REVENUE	75,192,546	75,192,546	-	-	75,192,546	-	654,933	654,933	74,537,613
EXPENSE									
11 - Instruction	43,061,198	43,061,198		28,215	43,089,413	-	1,034,702	1,034,702	42,054,711
12 - Instructional Resources & Media Svcs	1,100,983	1,100,983		-	1,100,983	-	83,972	83,972	1,017,011
13 - Curr & Instructional Staff Development	735,275	735,275		36,600	771,875	-	38,399	38,399	733,476
21 - Instructional Leadership	2,076,321	2,076,321		(74,915)	2,001,406	-	137,673	137,673	1,863,733
23 - School Leadership	5,097,863	5,097,863		600	5,098,463	-	178,690	178,690	4,919,773
31 - Guidance & Counseling Services	2,677,549	2,677,549		-	2,677,549	-	37,473	37,473	2,640,076
32 - Social Work Services	672,569	672,569		-	672,569	-	30,639	30,639	641,930
33 - Health Services	858,109	858,109		-	858,109	-	43,126	43,126	814,983
34 - Student Transportation	3,481,004	3,481,004		-	3,481,004	-	238,734	238,734	3,242,270
35 - Food Service	-	-		-	-	-	-	-	-
36 - Co-curricular Activities	2,079,122	2,079,122		-	2,079,122	-	136,671	136,671	1,942,451
41 - General Administration	3,099,979	3,099,979		-	3,099,979	-	187,013	187,013	2,912,966
51 - Plant Maintenance & Operations	8,338,937	8,338,937		-	8,338,937	-	1,006,679	1,006,679	7,332,258
52 - Security & Monitoring Services	952,567	952,567		31,400	983,967	-	48,873	48,873	935,094
53 - Data Services	2,105,852	2,105,852		(31,400)	2,074,452	-	391,534	391,534	1,682,918
61 - Community Services	30,167	30,167		9,500	39,667	-	-	-	39,667
71 - Debt Services	-	-		-	-	-	665,000	665,000	(665,000)
81 - Facilities Acquisition & Construction	-	-		-	-	-	(18,095)	(18,095)	18,095
93 - Payments to Fiscal Agent/SSA	1,946,727	1,946,727		-	1,946,727	-	-	-	1,946,727
99 - Intergovernmental Charges (Appraisal Svcs)	842,464	842,464		-	842,464	-	-	-	842,464
EXPENSE	79,156,686	79,156,686	-	-	79,156,686	-	4,241,083	4,241,083	74,915,603
REVENUE OVER/(UNDER) EXPENSE	\$ (3,964,140)	\$ (3,964,140)	\$ -	\$ -	\$ (3,964,140)	\$ -	(3,586,150)	(3,586,150)	(377,990)
Other Sources	-	-	-	-	-	-	-	-	-
Other Uses	-	-	-	-	-	-	-	-	-
OTHER SOURCES AND USES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
RESULT OF ACTIVITIES	\$ (3,964,140)	\$ (3,964,140)	\$ -	\$ -	\$ (3,964,140)	\$ -	\$ (3,586,150)	\$ (3,586,150)	

Note:
Fund Balance projection data for 2024-25 will be provided upon completion of the annual financial audit for the 2023-24 fiscal year.

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

Budget Report - Attachment 1
24-Sep-2024

Revenues:

Total Revenue Increase (Decrease)

\$ -

Expenditures:

Total Expenditures Increase (Decrease)

\$ -

Other Sources:

Total Other Sources Increase (Decrease)

\$ -

Seguin Independent School District
Proposed Budget Amendments and Financial Statements
Child Nutrition Fund
July 2024

	Budget					Actual			Budget Remaining
	Adopted Budget	July 1, 2024	Proposed Amendment(s)		July 31, 2024	July 1, 2024	Current Month	July 31, 2024	
		Amended Budget	Programmatic Changes	Balance Neutral	Amended Budget	Year to Date	Activity	Year to Date	
REVENUE									
Local									
Property Taxes-Current									
Property Taxes-Delinquent									
Property Taxes-Penalty & Interest									
Interest Income	20,000	20,000	-	-	20,000	-	14,597	14,597	5,403
Other Local Income	339,500	339,500	-	-	339,500	-	105	105	339,395
State	55,500	55,500	-	-	55,500	-	-	-	55,500
Federal	6,675,000	6,675,000	-	-	6,675,000	-	36,316	36,316	6,638,684
REVENUE	7,090,000	7,090,000	-	-	7,090,000	-	51,018	51,018	7,038,982
EXPENSE									
11 - Instruction									
12 - Instructional Resources & Media Svcs									
13 - Curr & Instructional Staff Development									
21 - Instructional Leadership									
23 - School Leadership									
31 - Guidance & Counseling Services									
32 - Social Work Services									
33 - Health Services									
34 - Student Transportation									
35 - Food Service	7,063,500	7,063,500	-	-	7,063,500	-	160,468	160,468	6,903,032
36 - Co-curricular Activities									
41 - General Administration									
51 - Plant Maintenance & Operations	19,500	19,500	-	-	19,500	-	1,623	1,623	17,877
52 - Security & Monitoring Services	7,000	7,000	-	-	7,000	-	88	88	6,912
53 - Data Services									
61 - Community Services									
71 - Debt Services									
81 - Facilities Acquisition & Construction									
99 - Intergovernmental Charges (Appraisal Servs)									
EXPENSE	7,090,000	7,090,000	-	-	7,090,000	-	162,180	162,180	6,927,820
REVENUE OVER/(UNDER) EXPENSE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	(111,162)	(111,162)	111,162
Other Sources	-	-	-	-	-				
Other Uses	-	-	-	-	-				
OTHER SOURCES AND USES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
RESULT OF ACTIVITIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (111,162)	\$ (111,162)	

Note:
Fund Balance projection data for 2024-25 will be provided upon completion of the annual financial audit for the 2023-24 fiscal year.

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

Budget Report - Attachment 1
24-Sep-2024

Revenues:

Total Revenue Increase (Decrease) \$ -

Expenditures:

Total Expenditures Increase (Decrease) \$ -

Other Sources:

Total Other Sources Increase (Decrease) \$ -

Seguin Independent School District
Proposed Budget Amendments and Financial Statements
Debt Service Fund
July 2024

	Budget				Actual			Budget Remaining	
	Adopted Budget	July 1, 2024	Proposed Amendment(s)		July 31, 2024	July 1, 2024	Current Month		July 31, 2024
		Amended Budget	Programmatic Changes	Balance Neutral	Amended Budget	Year to Date	Activity		Year to Date
REVENUE									
Local									
Property Taxes-Current	16,519,000	16,519,000	-	-	16,519,000		9,375	16,509,625	
Property Taxes-Delinquent	250,000	250,000	-	-	250,000		79,039	170,961	
Property Taxes-Penalty & Interest	100,000	100,000	-	-	100,000		18,566	81,434	
Interest Income	-	-	-	-	-		73,675	-	
Other Local Income	-	-	-	-	-		-	-	
State	-	-	-	-	-		-	-	
Federal	-	-	-	-	-		-	-	
	16,869,000	16,869,000	-	-	16,869,000	-	171,279	16,762,020	
EXPENSE									
11 - Instruction									
12 - Instructional Resources & Media Svcs									
13 - Curr & Instructional Staff Development									
21 - Instructional Leadership									
23 - School Leadership									
31 - Guidance & Counseling Services									
32 - Social Work Services									
33 - Health Services									
34 - Student Transportation									
35 - Food Service									
36 - Co-curricular Activities									
41 - General Administration									
51 - Plant Maintenance & Operations									
52 - Security & Monitoring Services									
53 - Data Services									
61 - Community Services									
71 - Debt Services	16,869,000	16,869,000	-	-	16,869,000	-	1,598,350	15,270,650	
81 - Facilities Acquisition & Construction									
99 - Intergovernmental Charges (Appraisal Servs)									
	16,869,000	16,869,000	-	-	16,869,000	-	1,598,350	15,270,650	
REVENUE OVER/(UNDER) EXPENSE	\$ -	\$ -	\$ -	\$ -	\$ -	-	(1,427,071)	(1,417,696)	\$ 1,491,370
Other Sources	-	-	-	-	-			2,308	
Other Uses	-	-	-	-	-				
OTHER SOURCES AND USES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,308.36	
RESULT OF ACTIVITIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (1,427,071)	\$ (1,415,387)	

Note:
Fund Balance projection data for 2024-25 will be provided upon completion of the annual financial audit for the 2023-24 fiscal year.

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

Budget Report - Attachment 1
24-Sep-2024

Revenues:

Total Revenue Increase (Decrease) \$ -

Expenditures:

Total Expenditures Increase (Decrease) \$ -

Other Sources:

Total Other Sources Increase (Decrease) \$ -

ACTION ITEM: **Approval of Interlocal Agreement with Education Service Center 16
TEXBUY Cooperative**

RECOMMENDATION: That the Board of Trustees approve the TEXBUY Cooperative Program Interlocal Agreement.

RATIONALE: The TEXBUY Cooperative is administered by the Education Service Center, Region 16. As a member of this Purchasing Cooperative, the District is able to remain compliant with all federal and state bidding requirements, identify qualified vendors, and realize volume purchase economies, thereby maximizing purchase efficiency and effectiveness.

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

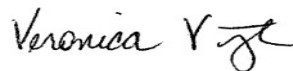
PAPERWORK IMPACT: None

BUDGET IMPACT / INFORMATION: None (No cost for membership)

EXHIBITS: TEXBUY Cooperative Program Interlocal Agreement

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: 09/24/24

INTERLOCAL AGREEMENT
for Participation in the
Region 16 ESC Statewide Cooperative Purchasing Program

Contracting Parties:

Seguin Independent School District
School District/Governmental Entity

AND

Region 16 Education Service Center

Texas Education Code §8.002 charges regional education service centers to provide services to enable school districts to operate more efficiently and economically. In order to increase the efficiency and effectiveness of purchasing operations, the Region 16 Education Service Center (“ESC 16”) and Seguin Independent School District/Governmental Entity (the “Entity”), collectively referred to as “the Parties,” enter into this Interlocal Agreement.

I. Creation of the Cooperative Purchasing Program

ESC 16, by this Agreement, agrees to serve as the sponsoring entity of a cooperative purchasing program (the “Program”) in conjunction with the above-named Entity and any other entity legally entitled to enter into the Program, which executes a similar agreement. The purpose of the Program shall be to obtain substantial savings for participating school districts and other governmental entities through executions of economies of scale and through seeking vendors on a regional, state, and nationwide basis.

II. Authority

Authority for the services provided under this Interlocal Agreement is granted under Government Code, Chapter 791, Subchapters A, B, and C; and Local Government Code, Chapter 271, Subchapter F, §§ 271.101 and 271.102.

III. Termination

This Interlocal Agreement (hereinafter the “Agreement”) is effective upon final execution by ESC 16 and shall automatically renew annually unless either party gives sixty (60) days prior written notice of non-renewal. This Agreement may be terminated without cause by either party upon sixty days prior written notice, or may also be terminated for cause at anytime upon written notice stating the reason for the termination and the effective date of such termination; however, the terminating party agrees to give the

affected party a thirty (30) day period to cure any identified breach. The terminating party further agrees to make any required payment to a vendor incurred during the time the party was a member of the Program.

IV. Duties and Roles

A. Role of the ESC 16 as Program Sponsor:

- (1) Provide for the organizational and administrative structure of the Program as Program Sponsor, by either using internal assets or through contracting with a third party to provide such matters.
- (2) Provide staff time necessary for efficient operation of the Program.
- (3) Provide for the initiation and implementation of activities related to the bidding and vendors selection process.
- (4) Provide members with procedures for ordering, delivery, and billing of goods and services available through the Program.

B. Role of the Entity:

- (1) Commit to participate in the Program by taking all action necessary to authorize the execution of this agreement in the appropriate space below.
- (2) Designate a contact person for the Program who will act under the direction of and on behalf of the Entity.
- (3) Commit to purchase products and services that become part of the official products and services list when it is in the best interest of the member Entity.
- (4) Prepare purchase orders issued to the appropriate vendor from the official award list provided by the Program.
- (5) Accept shipments of products ordered from vendors in accordance with standard purchasing procedures.
- (6) Pay vendors in a timely manner for all goods and services received.
- (7) Pursue any disputes regarding the quality or quantity of a vendor's goods and/or services directly with that vendor.

V. General Provisions

- A. The Parties agree to comply fully with all applicable federal, state, and local statutes, ordinances, rules, and regulations in connection with the Program contemplated under this Agreement. This Agreement is subject to all applicable present and future valid laws governing such Program.
- B. This Agreement shall be governed by the law of the State of Texas and the Parties agree that venue shall be in the county in which the central administrative offices of ESC 16 are located.

- C. This Agreement contains the entire agreement of the Parties hereto with respect to the matters covered by its terms, and it may not be modified in any manner without the express written consent of the Parties.
- D. If any term(s) or provision(s) of this Agreement are held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions of this Agreement shall remain in full force and effect.
- E. The Parties to this Agreement expressly acknowledge and agree that all monies paid pursuant to this Agreement shall be paid from budgeted available funds for the current fiscal year of each such Entity.
- F. The Parties agree that payments made through this Agreement fairly compensate the performing party for any services or functions performed.
- G. Before any party may resort to litigation, any claims, disputes or other matters in question between the Parties to this Agreement shall be submitted to nonbinding mediation.
- H. Nothing contained in this agreement prohibits a Party from either creating other purchasing cooperatives or participating as a member of other purchasing cooperatives.
- I. No Party to this Agreement waives or relinquishes any immunity or defense on behalf of themselves, their directors, officers, employees, and agents as a result of its execution of this Agreement and performance of the functions and obligations described herein.
- J. This Agreement may be negotiated and transmitted between the Parties by means of a facsimile machine or e-mail and the terms and conditions agreed to by such means are binding upon the Parties.

VI. Authorization

ESC 16 and the Entity have entered into this Agreement to provide cooperative purchasing opportunities to public schools and other governmental entities and the governing boards of such entities delegate to the superintendent or chief executive officer of the Entity the discretion to determine that making purchases through the program provides the best value to the Entity.

This Agreement was approved by the governing boards of the respective Parties at meetings that were posted and held in accordance with state law, including Chapter 551 of the Texas Government Code, commonly known as the Texas Open Meetings Act.

VII. Non-Discrimination Clause

It is the policy of ESC 16 and the Entity not to discriminate on the basis of age, race,

religion, color, national origin, sex, or handicap in its programs, services, or activities as required by Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Education Amendments of 1972; and Section 504 of the Rehabilitation Act of 1973, as amended.

The individuals signing below are authorized to do so by the respective parties to this Agreement.

Entity	ESC 16
By: _____ Authorized Signature	By: _____ Authorized Signature
_____ Title	CHIEF FINANCIAL OFFICER _____ Title
_____ Date	_____ Date
_____ Entity Contact Person	ANDREW PICKENS _____ ESC 16 Contact Person
_____ Title of Contact	DIRECTOR OF PURCHASING _____ Title of Contact
_____ Street Address	5800 BELL STREET _____ Street Address
_____ City, State Zip	AMARILLO, TX 79109 _____ City, State Zip
_____ Contact's Telephone Number	806-677-5040 _____ Contact's Telephone Number
_____ E-mail Address	andrew.pickens@esc16.net _____ E-mail Address

Please send two signed original Interlocal Agreements to Region 16 ESC, Attn: Andrew Pickens, Director of Purchasing, 5800 Bell Street, Amarillo, TX 79109-6230. Upon execution, a signed original will be returned to the Entity Contact Person listed above.

ACTION ITEM: **Approval of Board Resolution with Education Service Center 5 Southeast Texas Cooperative**

RECOMMENDATION: That the Board of Trustees approve a Board Resolution with the Southeast Texas Cooperative Program.

RATIONALE: The Southeast Texas Cooperative is administered by the Education Service Center, Region 5. As a member of this Purchasing Cooperative, the District is able to remain compliant with all federal and state bidding requirements, identify qualified vendors, and realize volume purchase economies, thereby maximizing purchase efficiency and effectiveness.

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

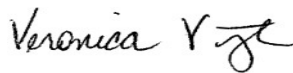
PAPERWORK IMPACT: None

BUDGET IMPACT / INFORMATION: None (No cost for membership)

EXHIBITS: Southeast Texas Cooperative Program Resolution

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: 09/24/24

Region 5 Education Service Center

350 Pine Street
Beaumont, TX 77701
409-951-1766
shughes@esc5.net

Resolution

2024-2025

RESOLUTION for Seguin Independent School District

WHEREAS, it is the intent of the ISD to join and Participate in the Southeast Texas Purchasing Cooperative Organization administered by the Region 5 Education Service Center (Region 5 ESC).

WHEREAS. authority for this commitment is authorized under Article 44.031 of the Texas Education Code And would allow for substantial savings to be realized by volume purchasing of specific commodity items.

WHEREAS. for the 2024-2025 school year there will be no cost for said ISD to join the Southeast Texas Purchasing Co-op.

BE IT FURTHER RESOLVED. that the said ISD Board of Trustees hereby joins and elects to participate in the Southeast Texas Purchasing Cooperative organization administered by Region 5 ESC.

BE IT FURTHER RESOLVED. that said ISD Board of Trustees hereby authorizes its superintendent to execute such documents as are appropriate and necessary to implement the ISD's participation in said Cooperative.

Board President's Signature: _____

Board President's Printed Name: _____

Board Secretary's Signature: _____

Board Secretary's Printed Name: _____

Date: _____

ACTION ITEM: **Approval of Interlocal Agreement with Education Service Center 6 EPIC6 Cooperative**

RECOMMENDATION: That the Board of Trustees approve the EPIC6 Cooperative Program Interlocal Agreement.

RATIONALE: The EPIC6 Cooperative is administered by the Education Service Center, Region 6. As a member of this Purchasing Cooperative, the District is able to remain compliant with all federal and state bidding requirements, identify qualified vendors, and realize volume purchase economies, thereby maximizing purchase efficiency and effectiveness.

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

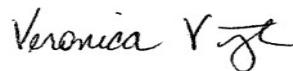
PAPERWORK IMPACT: None

BUDGET IMPACT / INFORMATION: None (No cost for membership)

EXHIBITS: EPIC6 Cooperative Program Interlocal Agreement

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: 09/24/24

INTERLOCAL AGREEMENT
Region 6 Education Service Center (RESC 6)
TEXAS PUBLIC ENTITY OR LOCAL GOVERNMENT
(School, College, University, State, City, County, or Other Political Subdivision)

Seguin Independent School District
TEXAS PUBLIC ENTITY / DISTRICT MEMBER

Region 6 Education Service Center
3332 Montgomery Road, Huntsville, TX 77340 County-District Number: 236-950

Texas Education Code §8.002 permits regional education service centers, at the direction of the Commissioner of Education, to provide services to assist school districts, colleges and universities in improving student performance and increasing the efficiency and effectiveness of school, college and university operations. In addition, authority is granted under Texas Government Code §§ 791.001 *et seq* as amended to enter into Interlocal agreements with said educational entities, as well as, other governmental entities and political subdivisions of Texas and other States. As authorized by applicable statutes and regulations, Cooperative Purchasing Services under this Agreement are extended to all Texas State, City or County Government Agencies, or any other Government Entity as defined in the Texas Government Code § 791.003.

This Interlocal Agreement (hereinafter the "Agreement") is effective _____ and shall be automatically renewed unless either party gives sixty (60) days prior written notice of non-renewal. This Agreement may be terminated without cause by either party upon (60) days prior written notice, or may also be determined for cause at any time upon written notice stating the reason for and effective date of such terminations and after giving the affected party a thirty (30) day period to cure any breach.

Statement of Services to be Performed:

Region 6 Education Service Center, by this Agreement, agrees to provide cooperative purchasing services to the above-named public entity through a Program known as the Educational Purchasing Interlocal Cooperative (EPIC6).

The purpose of EPIC6 shall be to obtain substantial savings for any participating School District, University, College, Community College, City, County or Other Public Agencies through cooperative purchasing.

Property Co-ownership:

There shall be no real or personal property acquisition or co-ownership resulting from this agreement.

Roles of the EPIC6 Purchasing Cooperative:

1. Provide organizational and administrative structure of the Program.
2. Provide Administrative and Support Staff necessary for efficient operation of the EPIC6.
3. Provide marketing of the EPIC6 to expand membership, awarded contracts and commodity categories, excluding purchases by school food authorities and transactions involving fund 240 and/or any other Child Nutrition funds provided by USDA or Texas Board of Agriculture.

4. Initiate and implement activities required for competitive bidding and vendor award process including posting, advertising, collecting proposals, scoring proposals, and awarding of vendor contracts.
5. Provide members with current awarded vendor contracts, instructions for obtaining quotes and ordering procedures.
6. Maintain filing system for all competitive bidding procedure requirements.
7. Provide Reports as requested.
8. Maintain active membership database for awarded vendors.
9. Provide EPIC6 training to members and vendors upon request.
10. Collect fees to finance the operation of the cooperative from awarded vendors based on the sales through the cooperative's contracts with the end users.

Role of the Public Entity:

1. Commit to participate in the program by an authorized signature on membership forms and approval of the governing body where required (e.g. required in Texas)
2. Designate a Primary Contact and Secondary Contact for entity.
3. Commit to purchase products and services from EPIC6 Vendors when in the best interest of the entity.
4. Submit a monthly report of purchases and /or copies of Purchase Orders to the EPIC6.
5. Accept shipments of products ordered from Awarded Vendors.
6. Process Payments to Awarded Vendors in a timely manner and according to Texas Law and contract agreement.
7. Include EPIC6 and appropriate contract number on you purchase order and/or contracts in which you utilize an EPIC6 contract.

General Provisions:

The Parties agree to comply fully with all applicable federal, state, and local statutes, ordinances, rules, and regulations in connection with the programs contemplated under this Agreement. This Agreement is subject to all applicable present and future valid laws governing such programs.

This Agreement shall be governed by the law of the State of Texas and venue shall be in Walker County, Texas, location of the administrative offices of RESC 6.

This Agreement contains the entire agreement of the Parties hereto with respect to the matters covered by its terms, and it may not be modified in any manner without the express written consent of the Parties.

If any term(s) or provision(s) of this Agreement are held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions of this Agreement shall remain in full force and effect.

The Parties to this Agreement expressly acknowledge and agree that all monies paid pursuant to this Agreement shall be paid from budgeted available funds for the current fiscal year of each such entity.

Before any party may resort to litigation, any claims, disputes or other matters in question between the Parties to this Agreement shall be submitted to nonbinding mediation unless otherwise agreed by the parties in writing at the time of the dispute.

No Party to this Agreement waives or relinquishes any immunity or defense on behalf of themselves, their directors, officers, employees, and agents as a result of its execution of this Agreement and performance of the functions and obligations described herein.

This Agreement may be negotiated and transmitted between the Parties by electronic means or hard copy and the terms and conditions agreed are binding upon the Parties.

No electronic signatures are permitted, however a scanned wet signature transmitted electronically is permitted.

Authorization:

Region 6 Education Service Center and EPIC6 have entered into an Agreement to provide cooperative purchasing opportunities to public agencies and other legally eligible entities.

This Agreement was approved by the governing boards of the respective parties at meetings that were posted and held in accordance with the Texas Open Meetings Act, Texas Government Code Ch. 551. (If required by the entity.)

The individuals signing below are authorized to do so by the respective parties to this Agreement.

Public Member Entity:

Purchasing Cooperative Lead Agency:

Seguin Independent School District

Region 6 Education Service Center

By: _____

By: _____

Authorized Signature

Authorized Signature

Title: _____

Title: Executive Director Region 6 ESC

Date: _____

Date: _____

Public Entity Contact Information

Jennifer Martinez

Primary Purchasing Person Name

1221 E. Kingsbury St

Street Address

Sequin, TX 78155

City, State Zip

830-401-8621

Telephone Number

830-379-3689

Fax Number

jraskemartinez@sequin.k12.tx.us

Primary Person Email Address

Susana Rodriguez

Secondary Person Name

smenchaca@sequin.k12.tx.us

Secondary Person Email Address

If your entity does not require you to have an Interlocal Agreement, please go to the EPIC 6 website and take advantage of online registration. The states of Texas and Arizona **do** require all entities to have an Interlocal Agreement. Other States or governmental jurisdictions may require an Interlocal agreement as well and you are advised to consult your legal counsel to determine the requirements for your entity.

ACTION ITEM: **Approval of Interlocal Agreement with Education Service Center 15
791 Cooperative**

RECOMMENDATION: That the Board of Trustees approve the 791 Cooperative Program Interlocal Agreement.

RATIONALE: The 791 Cooperative is administered by the Education Service Center, Region 15. As a member of this Purchasing Cooperative, the District is able to remain compliant with all federal and state bidding requirements, identify qualified vendors, and realize volume purchase economies, thereby maximizing purchase efficiency and effectiveness.

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

PAPERWORK IMPACT: None

BUDGET IMPACT / INFORMATION: None (No cost for membership)

EXHIBITS: 791 Cooperative Program Interlocal Agreement

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: 09/24/24

MASTER INTERLOCAL AGREEMENT

This Master Interlocal Agreement (“Agreement”) is made by and between 791 Purchasing Cooperative (“791 COOP”) and Seguin Independent School District (“End User”), (collectively referred to as the “Parties” or individually as the “Party”) acting herein by and through their respective authorized officers, agents, and/or employees.

PURPOSE

WHEREAS, the federal, state, and territorial governments of the United States of America have expressly authorized and encouraged the use of cooperative purchasing agreements to increase quality and efficiency in purchasing for public, publicly funded, and other legally authorized entities; and

WHEREAS, 791 Purchasing Cooperative LLC through its purchasing cooperative named 791 Purchasing Cooperative (791 COOP) is committed to providing cooperative purchasing contracts with lead public agencies to eligible organizations, including, but not limited to, public and private K12 schools, cities, counties, institutions of higher education, and other eligible units of government ("Authorized Users") in all states in order to increase quality and efficiency in purchasing; and

WHEREAS, 791 COOP is authorized to contract with the End User entity through Chapter 791 of the Texas Government Code, Chapter 252, 262, and 2269 of the Texas Government Code, Chapter 44 of the Texas Education Code, and other relevant federal and state laws to provide goods and service through legally compliant mechanisms; and

WHEREAS, The Parties wish to enter into this Agreement to maximize spending power of End User entity and provide increased efficiency in the sourcing and purchase of goods and services; and

WHEREAS, the governing bodies of the Parties, individually and corporately do hereby adopt and find the foregoing promises as findings of said Authorized Users; and

NOW, THEREFORE, premises considered, and in consideration of and conditional upon the mutual covenants and agreements herein, the Parties herein mutually agree as follows:

AGREEMENT

- 1. Term:** This Agreement is effective for ten (10) years from the date of the last signature and shall automatically renew annually unless either party gives sixty (60) days prior written notice of non-renewal.
- 2. Permissions:** This Agreement shall: (1) Allow Authorized User/End User entities to purchase goods and services by purchase order, contract, agreement, or other legally permitted mechanisms through 791 COOP’s competitively awarded vendor list; (2) allow the Authorized User to access 791 COOP’s cooperative contracts to purchase products or services from vendors which have been awarded contracts through statutorily authorized methods; and (3) allow the Authorized User/End User entities to access 791 COOP subject matter expertise to facilitate best practices in sourcing and procurement.
- 3. Relationship:** The relationship between the Parties is that of the Independent Contractor. Neither Party has the authority to bind the other in any manner beyond the terms of this Agreement. The

ACTION ITEM:

Approval of the General Contractor for the Transportation Facility Additions and Renovations (RFCSP #: 25-01)

RECOMMENDATION:

That the Board of Trustees authorize the Superintendent to negotiate and possibly execute a contract with MTX General Contractors as the General Contractor of the Transportation Facility Additions and Renovations (RFCSP #: 25-01).

RATIONALE:

A Requests for Competetive Sealed Proposals (RFCSP#: 25-01) was issued on August 1, 2024, for the Transportation Facility. The bid was competitively solicited in compliance with Board Policy and Sections 2269.151-.155 of the Government Code.

District administration makes this recommendation based on the following construction related matters as authorized by the Board of Trustees on December 13, 2022:

1. Procurement Method: Competitive Sealed Proposal
2. Respondents must use prevailing wage rates established by the United States Department of Labor in accordance with the Davis-Bacon Act (40 U.S.C. Section 276a et seq.), and its subsequent amendments, as applicable to the project.
3. Weighted Selection Criteria:
 - * 20 points - Price
 - * 8 points - Overall Experience
 - * 2 points - Experience with SISD
 - * 10 points - Last 5 Projects
 - * 5 points - Project Team
 - * 5 points - Safety Record
 - * 5 points - Overall Grasp of Project
 - * 5 points - Sub Contractors to be Used
 - * 60 points - Maximum Overall Score

REFERENCE and COMPLIANCE:

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

BUDGET IMPACT / INFORMATION:

Funds to be provided by the Capital Improvement Fund (Bond 2022).

EXHIBITS:

Bid Tabulation & Recommendation

RESOURCE PERSONNEL:

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

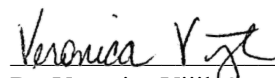
Submitted by:

(Signature)

(Name)

(Address)

(Telephone)



Dr. Veronica Vijil, Superintendent

1221 E. Kingsbury St., Seguin, TX 78155

(830) 401-8614

Date Submitted: 09/24/24

Seguin ISD Bid Tabulation Summary Transportation Facility Additions and Renovations (RFCSP: 25-01)

TYPE	PROJECT TITLE
RFCSP	Transportation Facility Additions and Renovations
NUMBER	ISSUING DEPARTMENT
25-01	Maintenance

	DATE 1	DATE 2
POSTING	08/04/24	08/11/24
PRE-BID	08/15/24	N/A
CLOSING	09/12/24	N/A
BOARD	09/24/24	N/A

RESPONDENT (Alphabetical Order)	Proposal	Surety	Base Bid	Alternate 1	Alternate 2	PRICE (Grand Total)	AVERAGE SCORE								TOTAL (*rounded averages)		
							(% deviation x 0.5)	MAX 20	MAX 8	MAX 2	MAX 10	MAX 5	MAX 5	MAX 5		MAX 5	MAX 60
							PRICE (SCORE)	Vendor Reputation/Expe rience	Vendor Reputation/ Experience w/ SISD	Last 5 Projects	Organiza tion/Team Structure	Safety Record	Grasp of Project	Subcontrac tors			
All Pro General Construction, Inc.	Y	Y	\$ 4,100,000	\$ 700,000	\$ 122,000	\$ 4,800,000	6	4	1	4	3	3	2	2	23		
Koehler Company	Y	Y	\$ 3,100,000	\$ 275,000	\$ 45,000	\$ 3,375,000	17	8	2	10	5	5	4	5	54		
Majestic Services, Inc	Y	Y	\$ 3,395,000	\$ 268,000	\$ 38,000	\$ 3,663,000	15	4	1	4	3	3	2	1	32		
MTX General Contractors	Y	Y	\$ 3,075,000	\$ 300,000	\$ 55,000	\$ 3,375,000	17	7	2	10	5	5	5	5	55		
Noble General Contractors	Y	Y	\$ 2,987,000	\$ 327,000	\$ 54,700	\$ 3,314,000	18	4	1	6	4	3	3	3	41		
Tegrity Contractors, Inc.	Y	N	\$ 3,147,777	\$ 271,777	\$ 49,777	\$ 3,419,554	17	5	1	5	3	3	3	3	39		
Tejas Premier Building Contractor	Y	Y	\$ 2,801,038	\$ 252,148	\$ 43,454	\$ 3,053,186	20	5	1	6	4	4	3	2	44		
															-		

RECOMMENDATION	SCORE	PRICE	JUSTIFICATION FOR THIS RECOMMENDATION
MTX General Contractors	55	\$ 3,375,000	The evaluation team, consisting of four staff members representing various areas of District operations, considers the MTX General Contractors proposal to be the best value for this project. The decision is based on the comprehensive evaluation of all criteria listed in the Request for Proposals and potential cost savings from the contractor.

ACTION ITEM: **Nominate Candidate for the Guadalupe County Appraisal District Board of Directors**

RECOMMENDATION: That the Board of Trustees approve the nomination of the candidate for the Guadalupe County Appraisal District Board of Directors.

RATIONALE: Per Section 6.03 (b.) of the Texas Property Tax Code, the terms of all members of the Guadalupe Appraisal District Board of Directors will expire on December 31, 2024. The passage of Senate Bill 2 (SB2) during 88th Legislative Session changed the configuration of an appraisal district's board of directors effective July 1, 2024. As such, appraisal districts located within populous counties (>75,000) are required to conduct an election for appointment of five (5) directorships. The term durations of the five (5) directorships will be decided by a draw at the first meeting of 2025. Two (2) will serve a single year term with the remaining three (3) serving a three (3) year term. This information is provided to the required representatives of the taxing entities entitled to participate in the process of nominating and voting for directors to serve the next one (1) to three (3) year terms. The terms are structured in a way to result in staggered four (4) year terms moving forward. Each taxing unit may nominate by resolution one candidate for each directorship to be filled (5 directorships are to be filled). Nominations must be submitted to the chief appraiser no later than October 15, 2024.

PAPERWORK IMPACT: None

BUDGET IMPACT/ INFORMATION: None

- EXHIBITS:**
- Guadalupe Appraisal District Letter/Board of Directors Election Entity Voting Entitlements August 2024
 - Guadalupe Appraisal District Board of Directors Qualifications/ Eligibility Statement
 - Resolution

RESOURCE PERSONNEL:
Dr. Veronica Vijil, Superintendent
Alejandro R. Guerra, Board President

Submitted by: Veronica Vijil Date Submitted: 09/24/24
(Signature) _____
(Name) Dr. Veronica Vijil, Superintendent
(Address) 1221 E. Kingsbury St., Seguin, Texas 78155
(Telephone) (830) 401-8614

GUADALUPE APPRAISAL DISTRICT

Main Office

3000 N. Austin St.
Seguin, Texas 78155
(830) 303-3313
(830) 372-2874 (Fax)
cstiers@guadalupead.org



Schertz Substation

1052 FM 78, Ste. 103
Schertz, Texas 78154
(830) 303-3313 Option 0
(877) 254-0888 (Fax)

September 6, 2024

Seguin ISD

Attn: Dr. Veronica Vijil, Superintendent and Board of Trustees President
1221 E. Kingsbury
Seguin, Texas 78155

The passage of Senate Bill 2 (SB2) during 88th Legislative Session changed the configuration of an appraisal district's board of directors effective July 1, 2024. As such, appraisal districts located within populous counties (>75,000) are required to conduct an election for appointment of five (5) directorships. The term durations of the five (5) directorships will be decided by a draw at the first meeting of 2025. Two (2) will serve a single year term with the remaining three (3) serving a three (3) year term. The terms are structured in a way to result in staggered four (4) year terms moving forward. That said, this letter is forwarded to the required representatives of the taxing units entitled to participate in the nomination and voting process for the directorships beginning January 1, 2025. Following is a brief timeline of this process:

- The chief appraiser delivers notice of election and voting entitlement to the taxing units.
- Each taxing unit may **nominate by resolution** one candidate for each directorship to be filled (5 directorships are to be filled). The Tax Assessor-Collector (TAC) is no longer required to participate in the appointment election with the passage of SB2. A county **TAC now serves as an ex officio director**, as the ninth voting member, on an appraisal district's board of directors. Nominations by way of resolution **must be submitted** to the chief appraiser no later than **October 15, 2024**.
- The chief appraiser will then prepare and deliver a ballot of all nominees to each taxing unit before **October 30, 2024**.
- The governing body of each taxing unit must determine their vote by resolution and submit it to the chief appraiser before **December 15, 2024**.
- The chief appraiser will tabulate the votes, declare the winners, and submit the results to the governing body of each taxing unit before **December 31, 2024**.

Nominee Qualifications

§ 6.03 (d) of the Texas Tax Code states that to be eligible to serve on the board of directors, an individual must be a resident of the district and must have resided in the district for at least two years immediately preceding the date the individual takes office. § 6.035 (a) of the Texas Tax Code disqualifies an individual from serving as a director if that individual owns property on which delinquent property taxes have been owed for more than 60 days. This restriction is not applicable under installment agreements or deferrals. There are also additional restrictions outlined in §56.035 Texas Tax Code. Enclosed is a Nomination/ Eligibility Statement to be completed by each nominee and turned into the Guadalupe Appraisal District with formal nominations.

Voting Allocation

Enclosed, you will find a summary of the voting entitlement of the taxing units participating in the nomination and election for the Guadalupe Appraisal District Board of Directors. Seguin ISD will have **794 votes** to cast in this election process. Votes may be allocated to one nominee, or votes may be distributed to more than one nominee. The nominees who receive the largest cumulative vote total are declared the directors beginning on January 1, 2025, for terms to be determined by draw.

Should you have any questions regarding this process, do not hesitate to contact Cherie Stiers in our office.

Sincerely,

Peter Snaddon, R.P.A., C.C.A.
Chief Appraiser

**GUADALUPE APPRAISAL DISTRICT BOARD of DIRECTORS ELECTION
ENTITY VOTING ENTITLEMENTS**

as of 8/29/2024

CAD	Taxing Unit ID	Taxing Unit Name	2023 Entity Levy	2023 Total Levy	Portion of Levy (%)	Total Number of Votes	Entity Votes ¹
094-Guadalupe	094-902-02	Schertz-Cibolo UC ISD	\$72,857,750 ÷	\$328,189,045 =	0.22200	x 5,000	1,110
094-Guadalupe	094-000-00	Guadalupe County	\$65,364,168 ÷	\$328,189,045 =	0.19917	x 5,000	996
094-Guadalupe	094-901-02	Seguin ISD	\$52,113,451 ÷	\$328,189,045 =	0.15879	x 5,000	794
094-Guadalupe	046-901-02	New Braunfels ISD	\$19,720,740 ÷	\$328,189,045 =	0.06009	x 5,000	300
094-Guadalupe	094-103-03	City of Seguin	\$18,630,518 ÷	\$328,189,045 =	0.05677	x 5,000	284
094-Guadalupe	094-102-03	City of Schertz	\$18,590,668 ÷	\$328,189,045 =	0.05665	x 5,000	283
094-Guadalupe	094-903-02	Navarro ISD	\$17,928,914 ÷	\$328,189,045 =	0.05463	x 5,000	273
094-Guadalupe	094-104-03	City of Cibolo	\$15,512,054 ÷	\$328,189,045 =	0.04727	x 5,000	236
094-Guadalupe	094-904-02	Marion ISD	\$15,392,499 ÷	\$328,189,045 =	0.04690	x 5,000	235
094-Guadalupe	046-902-02	Comal ISD	\$10,655,417 ÷	\$328,189,045 =	0.03247	x 5,000	162
094-Guadalupe	046-101-03	City of New Braunfels	\$9,186,104 ÷	\$328,189,045 =	0.02799	x 5,000	140
094-Guadalupe	105-902-02	San Marcos ISD	\$3,369,279 ÷	\$328,189,045 =	0.01027	x 5,000	51
094-Guadalupe	094-202-19	Lake McQueeney WCID #1	\$1,416,397 ÷	\$328,189,045 =	0.00432	x 5,000	22
094-Guadalupe	247-903-02	LaVernia ISD	\$1,322,562 ÷	\$328,189,045 =	0.00403	x 5,000	20
094-Guadalupe	094-201-19	Lake Placid WCID #1	\$1,270,247 ÷	\$328,189,045 =	0.00387	x 5,000	19
094-Guadalupe	015-120-03	City of Selma	\$1,267,210 ÷	\$328,189,045 =	0.00386	x 5,000	19
094-Guadalupe	028-903-02	Luling ISD	\$1,048,933 ÷	\$328,189,045 =	0.00320	x 5,000	16
094-Guadalupe	046-202-19	Lake Dunlap WCID	\$504,075 ÷	\$328,189,045 =	0.00154	x 5,000	8
094-Guadalupe	028-906-02	Prairie Lea ISD	\$455,570 ÷	\$328,189,045 =	0.00139	x 5,000	7
094-Guadalupe	094-201-04	Lone Oak MUD	\$443,894 ÷	\$328,189,045 =	0.00135	x 5,000	7
094-Guadalupe	094-101-03	City of Marion	\$424,243 ÷	\$328,189,045 =	0.00129	x 5,000	6
094-Guadalupe	015-115-03	City of Universal City	\$267,743 ÷	\$328,189,045 =	0.00082	x 5,000	4
094-Guadalupe	094-106-03	City of Santa Clara	\$115,633 ÷	\$328,189,045 =	0.00035	x 5,000	2
094-Guadalupe	094-203-19	Meadow Lake WCID #1	\$102,947	\$328,189,045	0.00031	x 5,000	2
094-Guadalupe	089-903-02	Nixon-Smiley ISD	\$73,440 ÷	\$328,189,045 =	0.00022	x 5,000	1
094-Guadalupe	094-202-04	Guadalupe County MUD#4	\$56,052	\$328,189,045	0.00017	x 5,000	1
094-Guadalupe	028-102-03	City of Luling	\$42,816 ÷	\$328,189,045 =	0.00013	x 5,000	1
094-Guadalupe	094-201-09	York Creek Water Dist.	\$34,560 ÷	\$328,189,045 =	0.00011	x 5,000	1
094-Guadalupe	094-207-04	Sky Ranch MUD	\$17,856	\$328,189,045	0.00005	x 5,000	0
094-Guadalupe	094-204-04	Guadalupe County MUD06	\$2,149	\$328,189,045	0.00001	x 5,000	0
094-Guadalupe	105-103-03	City of San Marcos	\$959 ÷	\$328,189,045 =	0.00000	x 5,000	0
094-Guadalupe	094-205-04	Guadalupe County MUD10	\$197 ÷	\$328,189,045 =	0.00000	x 5,000	0
						Total Votes	5,000

Source: <https://comptroller.texas.gov/taxes/property-tax/rates/index.php>

Section 6.03 Board of Directors¹

(d) The voting entitlement of a taxing unit that is entitled to vote for directors is determined by dividing the total dollar amount of property taxes imposed in the district by the taxing unit for the preceding tax year by the sum of the total dollar amount of property taxes imposed in the district for that year by each taxing unit that is entitled to vote, by multiplying the quotient by 1,000, and by rounding the product to the nearest whole number. That number is multiplied by the number of directorships to be filled. A taxing unit participating in two or more districts is entitled to vote in each district in which it participates, but only the taxes imposed in a district are used to calculate voting entitlement in that district.

**GUADALUPE APPRAISAL DISTRICT
BOARD OF DIRECTORS**
Election Appointment Process & Eligibility Requirements
Per Texas Tax Code

The election process, to include **important deadlines**, for appointment to serve on the Board of Directors of an appraisal located in a populous county (*greater than 75,000*) is outlined in Chapter 6 of the Texas Tax Code. Below are the key sections of this chapter relating to the upcoming election this fall.

Sec. 6.0301. BOARD OF DIRECTORS IN POPULOUS COUNTIES.

- (a) This section applies only to an appraisal district established in a county with a population of 75,000 or more.
- (b) Sections 6.031, 6.034, and 6.10 do not apply to an appraisal district to which this section applies.
- (c) The appraisal district is governed by a board of nine directors. **Five directors are appointed by the taxing units that participate in the district in the manner prescribed by Section 6.03¹.** Three directors are elected by majority vote at the general election for state and county officers by the voters of the county in which the district is established. **The county assessor-collector serves as an ex officio director.**
- (d) To be eligible to serve on the board of directors, an individual other than the county assessor-collector must be a resident of the district and must have resided in the district for at least two years immediately preceding the date the individual takes office. An individual who is otherwise eligible to serve on the board is not ineligible because of membership on the governing body of a taxing unit. An employee of a taxing unit that participates in the district is not eligible to serve on the board unless the individual is also a member of the governing body or an elected official of a taxing unit that participates in the district.
- (e) Members of the board of **directors appointed by the taxing units** participating in the district **serve staggered four-year terms** beginning on January 1 of every other even-numbered year. Elected members of the board of directors serve staggered four-year terms beginning on January 1 of every other odd-numbered year.
- (f) If a vacancy occurs in an appointive position on the board of directors, each taxing unit that is entitled to vote under Section 6.03 may nominate by resolution adopted by its governing body a candidate to fill the vacancy. The taxing unit shall submit the name of its nominee to the chief appraiser within 45 days after notification from the board of directors of the existence of the vacancy, and the chief appraiser shall prepare and deliver to the board of directors within the next five days a list of the nominees. The board of directors shall appoint by majority vote of its members one of the nominees to fill the vacancy.
- (g) If a vacancy occurs in an elective position on the board of directors, the board of directors shall appoint by majority vote of its members a person to fill the vacancy. A person appointed to fill a vacancy in an elective position must have the qualifications required of a director elected at a general election.

Added by Acts 2023, 88th Leg., 2nd C.S., Ch. 1 (S.B. 2), Sec. 5.03, **eff. July 1, 2024.**

Sec. 6.03. BOARD OF DIRECTORS cont.

(d) The voting entitlement of a taxing unit that is entitled to vote for directors is determined by dividing the total dollar amount of property taxes imposed in the district by the taxing unit for the preceding tax year by the sum of the total dollar amount of property taxes imposed in the district for that year by each taxing unit that is entitled to vote, by multiplying the quotient by 1,000, and by rounding the product to the nearest whole number. That number is multiplied by the number of directorships to be filled. A taxing unit participating in two or more districts is entitled to vote in each district in which it participates, but only the taxes imposed in a district are used to calculate voting entitlement in that district.

(e) The chief appraiser shall calculate the number of votes to which each taxing unit other than a conservation and reclamation district is entitled and shall deliver written notice to each of those units of its voting entitlement before October 1 of each odd-numbered year. The chief appraiser shall deliver the notice:

(1) to the county judge and each commissioner of the county served by the appraisal district;

(2) to the presiding officer of the governing body of each city or town participating in the appraisal district, to the city manager of each city or town having a city manager, and to the city secretary or clerk, if there is one, of each city or town that does not have a city manager;

(3) to the presiding officer of the governing body of each school district participating in the district and to the superintendent of those school districts; and

(4) to the presiding officer of the governing body of each junior college district participating in the district and to the president, chancellor, or other chief executive officer of those junior college districts.

(g) **Each taxing unit** other than a conservation and reclamation district that is **entitled to vote may nominate by resolution adopted by its governing body one candidate for each position to be filled on the board of directors.**

The presiding officer of the governing body of the unit **shall submit** the names of the unit's nominees to the chief appraiser **before October 15.**

(j) **Before October 30, the chief appraiser shall prepare a ballot,** listing the candidates whose names were timely submitted under Subsections (g) and, if applicable, (h) or (i) alphabetically according to the first letter in each candidate's surname, and shall deliver a copy of the ballot to the presiding officer of the governing body of each taxing unit that is entitled to vote.

(k) The governing body of **each taxing unit** entitled to vote **shall determine its vote by resolution** and submit it to the chief appraiser **before December 15.** The **chief appraiser shall** count the votes, **declare the five candidates** who receive the largest cumulative vote totals **elected,** and submit the results **before December 31** to the governing body of each taxing unit in the district and to the candidates. For purposes of determining the number of votes received by the candidates, the candidate receiving the most votes of the conservation and reclamation districts is considered to have received all of the votes cast by conservation and reclamation districts and the other candidates are considered not to have received any votes of the conservation and reclamation districts. The chief appraiser shall resolve a tie vote by any method of chance.

(l) If a vacancy occurs on the board of directors other than a vacancy in the position held by a county assessor-collector serving as a nonvoting director, each taxing unit that is entitled to vote by this section may nominate by resolution adopted by its governing body a candidate to fill the vacancy. The unit shall submit the name of its nominee to the chief appraiser within 45 days after notification from the board of directors of the existence of the vacancy, and the chief appraiser shall prepare and deliver to the board of directors within the next five days a list of the nominees. The board of directors shall elect by majority vote of its members one of the nominees to fill the vacancy.

Eligibility criteria for candidates seeking to serve on the Board of Directors of an Appraisal District

Sec. 6.035. RESTRICTIONS ON ELIGIBILITY AND CONDUCT OF BOARD MEMBERS AND CHIEF APPRAISERS AND THEIR RELATIVES.

(a) An individual is ineligible to serve on an appraisal district board of directors and is disqualified from employment as chief appraiser if the individual:

(1) is related within the second degree by consanguinity or affinity, as determined under Chapter 573, Government Code, to an individual who is engaged in the business of appraising property for compensation for use in proceedings under this title or of representing property owners for compensation in proceedings under this title in the appraisal district; or

(2) owns property on which delinquent taxes have been owed to a taxing unit for more than 60 days after the date the individual knew or should have known of the delinquency unless:

(A) the delinquent taxes and any penalties and interest are being paid under an installment payment agreement under Section 33.02; or

(B) a suit to collect the delinquent taxes is deferred or abated under Section 33.06 or 33.065.

(a-1) An individual is ineligible to serve on an appraisal district board of directors if the individual has engaged in the business of appraising property for compensation for use in proceedings under this title or of representing property owners for compensation in proceedings under this title in the appraisal district at any time during the preceding five years.

(b) A member of an appraisal district board of directors or a chief appraiser commits an offense if the board member continues to hold office or the chief appraiser remains employed knowing that an individual related within the second degree by consanguinity or affinity, as determined under Chapter 573, Government Code, to the board member or chief appraiser is engaged in the business of appraising property for compensation for use in proceedings under this title or of representing property owners for compensation in proceedings under this title in the appraisal district in which the member serves or the chief appraiser is employed. An offense under this subsection is a Class B misdemeanor.

(c) A chief appraiser commits an offense if the chief appraiser refers a person, whether gratuitously or for compensation, to another person for the purpose of obtaining an appraisal of property, whether or not the appraisal is for ad valorem tax purposes. An offense under this subsection is a Class B misdemeanor.

(d) An appraisal performed by a chief appraiser in a private capacity or by an individual related within the second degree by consanguinity or affinity, as determined under Chapter 573, Government Code, to the chief appraiser may not be used as evidence in a protest or challenge under Chapter 41 or an appeal under Chapter 42 concerning property that is taxable in the appraisal district in which the chief appraiser is employed.

Sec. 6.036. INTEREST IN CERTAIN CONTRACTS PROHIBITED.

(a) An individual is not eligible to be appointed to or to serve on the board of directors of an appraisal district if the individual or a business entity in which the individual has a substantial interest is a party to a contract with:

(1) the appraisal district; or

(2) a taxing unit that participates in the appraisal district, if the contract relates to the performance of an activity governed by this title.

(b) An appraisal district may not enter into a contract with a member of the board of directors of the appraisal district or with a business entity in which a member of the board has a substantial interest.

(c) A taxing unit may not enter into a contract relating to the performance of an activity governed by this title with a member of the board of directors of an appraisal district in which the taxing unit participates or with a business entity in which a member of the board has a substantial interest.

(d) For purposes of this section, an individual has a substantial interest in a business entity if:

(1) the combined ownership of the individual and the individual's spouse is at least 10 percent of the voting stock or shares of the business entity; or

(2) the individual or the individual's spouse is a partner, limited partner, or officer of the business entity.

(e) In this section, "business entity" means a sole proprietorship, partnership, firm, corporation, holding company, joint-stock company, receivership, trust, or other entity recognized by law.

(f) This section does not limit the application of any other law, including the common law relating to conflicts of interest, to an appraisal district director.

**Guadalupe Appraisal District Board of Directors
Nomination/Eligibility Statement:**



- I affirm that I have established residency at the address of:

_____ in Guadalupe County for the
following time frame: _____ to _____.

The Guadalupe Appraisal District will verify this by seeking confirmation of a General Residence Homestead on the above-described property. Should the address above be rental property, the potential nominee will be required to submit additional evidence of residency to the Guadalupe Appraisal District with this notarized affidavit.

- I affirm that I do not own property for which delinquent taxes have been owed for more than 60 days.
- I affirm that I am not an employee of a taxing unit.
- I affirm that I am not related within the 2nd degree by consanguinity or affinity, as determined under Chapter 573, Government Code, to an individual who is engaged in the business of appraising property for compensation for use in proceedings under this title or of representing property owners for compensation in proceedings under this title in the appraisal district.

Signature of Nominee

Printed Name of Nominee

Date

Phone Contact of Nominee

State of: _____

County of: _____

Sworn to and subscribed before me this _____ day of _____, 20_____.

(Seal)

Notary Public Signature