

Agenda of Regular Meeting

The Board of Trustees Seguin ISD

A Regular Meeting of the Board of Trustees of Seguin ISD will be held July 22, 2025, beginning at 6:30 PM in the Board Room, 1221 E. Kingsbury, Seguin, TX 78155.

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

1. **Call to Order**

- A. Announcement that this meeting of the Seguin Independent School District has been duly called and that notice of this meeting has been posted in accordance with the Texas Open Meetings Act, Section 551.043 of the Texas Government Code.
- B. Pledges to the United States Flag and Texas Flag. Moment of silence.
- C. Superintendent Announcements
- D. Board Member Reports

2. **Audience with the Board**

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

- A. Those wishing to speak shall sign up before the meeting begins stating the concern or noting the agenda item they wish to address; audience participation is limited to five minutes; the Board shall not deliberate any subject that is not on the posted agenda.

3. **Reports/Information Items:**

- A. Introduction of Newly Appointed Administrators 4
- B. Update on Fine Arts Stipends & Teacher Raises 5
- C. Personnel Information - Professional Employees 11
- D. Long-Range Facility Plan Final Presentation 18
- E. Financial Statements for May 2025 56
- F. New Vendors 61
- G. Discussion of Status of A.J. Briesemeister Middle School Construction Project 63

4. **Action Items:**

- A. Review and Approval of the 2025-2026 Optional Flexible School Day Program Application for Seguin High School and Mercer-Blumberg Learning Center's FSD program and the Application for the Mercer-Blumberg Learning Center with Graduation Alliance 64

5. **Closed Session:** Board will adjourn into closed session pursuant to the following sections of the Texas Open Meetings Act
 - A. Pursuant to Texas Government Code Section §§ 551.071, 551.074, 551.129 - Consultation with legal counsel including possible telephone consultation with legal counsel, as necessary, to address legal concerns, implications, and answer any legal questions regarding posted agenda items.
 1. Emergency Operations and Safety Protocols (closed session) 101
 - B. Pursuant to Texas Government code Sections § 551.074 - Consultation with legal counsel regarding legal issues related to the A.J. Briesemeister construction project.
 - C. Pursuant to Texas Government Code Section § 551.074 - Discuss personnel matters, including appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a employee(s).
 - D. Pursuant to Texas Government Code Section § 551.072 - Discuss the sale, purchase, exchange, lease, or value of real property.
 - E. Pursuant to Texas Government code Sections § 551.0821 - Deliberation regarding public school student.
6. **Reconvene to Open Meeting,** the Board will take appropriate action on items, if necessary, as discussed in Closed Session
 - A. Possible action on professional personnel, including appointment, employment, evaluation, assignment, duties, discipline or dismissal of a public employee(s).
7. **Consent Agenda Items - Consider and Possible Approval as Applicable**
 Policy BE (Local) states that the consent agenda shall include items of a routine and/or recurring nature grouped together under one action item. All such items shall be acted upon by one vote without separate discussion, unless a Board Member requests that an item be withdrawn for individual consideration. The remaining items shall be adopted under a single motion and vote as applicable.
 - A. Approval of Board Minutes of Public Meeting -June 17, 2025; Regular Meeting - June 17, 2025, and Special Meeting - June 30, 2025. 102
 - B. Approval of Tax Collection Reports for June 2025 112
 - C. Approval of Proposed Budget Amendments July 2025 113
 - D. Adoption of Resolution Stating Review of Investment Policy and Designation of Investment Officers 118
 - E. Approval of Investment Report for the Fourth Quarter Ended June 30, 2025 124
 - F. Approval of Investment Report for the Fiscal Year Ended June 30, 2025 129
 - G. Approval of Agreement with Communities in Schools Services for 2025-2026 School Year 134
 - H. First Reading for Consideration or Approval of the Texas Association of School Boards (TASB) Policy Update 125, affecting LEGAL and LOCAL policies 142
 - I. Extracurricular Activity Listing for 2025-2026 159
 - J. County Extension Agents as Adjunct Staff Members 164

K.	Approval of Agreement with Strategic Training and Consulting, LLC for Security Services for the 2025-2026 School Year	166
L.	Acknowledge Public Information Act Requests May-June 2025	175
8.	Action Items	
A.	Personnel Action - Professional Employees	177
8.A.1.	Educational Diagnostician	
8.A.2.	Rodriguez Assistant Principal	
8.A.3.	District Testing Coordinator	
8.A.4.	Essential Academics Specialist	
B.	Consider and Approve Potential Compromise and/or Change Order to Resolve Outstanding Project Closeout Issues on AJB Project	178
C.	Consideration and Possible Approval of an Increase to the Employer Contribution for Employee Health Insurance	179
D.	Nominate Candidate for the TASB Board of Directors	186
E.	Designate Official Voting Delegate and Alternate to the 2025 TASB Delegate Assembly in Houston, Texas on September 11th – 14th, 2025	191
9.	Board Comments and Request	
10.	Adjourn	

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

RECOMMENDATION: The Board acknowledges the newly appointed 2025-2026 Administrative Hires.

RATIONALE: Strategic Goal # 4: Seguin ISD will improve student, parent, and staff satisfaction as determined by the Gallup Poll.

REFERENCE & COMPLIANCE: DCB (LOCAL), Contracts

BUDGET IMPACT/ INFORMATION: None

PAPERWORK IMPACT: None

EXHIBITS: None

RESOURCE PERSONNEL: Jeremy Nueman, Chief Human Resources Officer

Submitted by:
 (Name) Dr. Jack Lee, Superintendent
 (Address) 1221 E. Kingsbury St., Seguin, TX 78155
 (Telephone) (830) 401-8614
 (Date) 07/22/25

INFORMATION ITEM: **Update on Fine Arts Stipends & Teacher Raises**

RATIONALE: Requested update on what district staff is doing in regards to fine arts stipends and teachers raises.

REFERENCE and COMPLIANCE:

BUDGET IMPACT / INFORMATION: None

EXHIBITS: Fine Arts Stipends & Teacher Raises Slides

RESOURCE PERSONNEL: Jeremy Nueman, Chief of Human Resources
Dr. Samuel Parrott, Fine Arts Coordinator
Elizabeth Banks, Chief Financial Officer

Submitted by:
 (Name) Dr. Jack Lee, Superintendent
 (Address) 1221 E. Kingsbury St., Seguin, TX 78155
 (Telephone) (830) 401-8614
 (Date) 07/22/25

Fine Arts Stipends Update

Jeremy Nueman Chief of Human Resources
Dr. Samuel Parrot, Fine Arts Coordinator

Stipends Update

- Dr. Samuel Parrot, Fine Arts Coordinator, and Jeremy Nueman, Chief Human Resources Officer, recently begun employment at the district.
- Business, human resources and fine arts staff met to review other area school programs and stipends on July 7th & 14th.
- Goal is move away from compensating for extra days, and to create a stipend amount that is fair, competitive, and will continue to deliver Fine Arts programs with excellence.

Teacher Raises

Years of Experience	Updated Salary for Teachers Eligible for TRA (Teacher Retention Allotment)
0	
1	
2	
3	Prior year salary + \$2,500
4	Prior year salary + \$2,500
5 +	Prior year salary + \$5,000

Who qualifies for Teacher Retention Allotment

- Classroom Teachers
- Not less than an average of four hours each day teaching in an academic instructional setting or a career and technology instructional setting who are employed in a role that would typically require possession of an State Board for Educator Certification (SBEC) teaching certificate or otherwise performs duties that could require an SBEC teaching certification.

Support Staff Retention Allotment

- \$45 each student in Average Daily Attendance - \$262,962
- Teachers not eligible for a salary increase under the Teacher Retention Allotment
- Counselors
- Librarians
- School Nurses
- Teachers Assistants
- Custodial Staff
- Food Services Staff
- Bus Drivers
- Administrative Assistants
- Support Staff

INFORMATION ITEM: Personnel Information - Professional Employees

RECOMMENDATION: The Board of Trustees recognizes and acknowledges the new professional hires for the 2025–2026 school year and the resignations listed below.

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

Name	Location	Title	Effective Date
Baumbach, Lisa	Rodriguez Elementary	Special Education Intervention Teacher	08/01/25
*Burgos-Mercado, Wanda	Seguin High School	Spanish Teacher	08/01/25
Cantu, Joseph	Jim Barnes Middle School	Reading Language Arts Teacher & Coach	08/01/25
Cardenas, Andrew	A.J. Briesemeister Middle School	Physical Education Teacher & Coach	08/01/25
*Cardenas, Jacquelyn	Weinert Elementary	2nd Grade Teacher	08/01/25
*Cegielski, Cody	A.J. Briesemeister Middle School	Special Education Behavior Teacher	08/01/25
*Chapa, Andrea	Rodriguez Elementary	Instructional Coach	07/28/25
Chapman, Robert	Jim Barnes Middle School	Special Education Interventionist	08/01/25
Crorey, Mark	Mercer-Blumberg Learning Center at Saegert	High School Credit Recovery Teacher	08/01/25
*Delgado, Valeria	Patlan Elementary	4th Grade Math & Science Dual Language Teacher	08/01/25
*Del Rio, Danielle	Jefferson Elementary	3rd Grade Math Teacher	08/01/25
Flory, Cord	Seguin High School	Social Studies Teacher & Coach	08/01/25
Galindo, Vanessa	Weinert Elementary	Essential Academics Teacher	08/01/25
Galvan, Linda	Discipline Alternative School at Saegert	Special Education Teacher	08/01/25
Galvan, Miguel	A.J. Briesemeister Middle School	6th Grade Science Teacher & Coach	08/01/25
Hernandez, Ashley	Weinert Elementary	1st Grade Teacher	08/01/25
Hernandez, Javier	Seguin High School	Special Education Inclusion Teacher	08/01/25
Hernandez, Karla	Seguin High School	Registered Nurse	07/25/25
Iler, Garrett	Seguin High School	Assistant Band Director	08/01/25

*returning employee

Name	Location	Title	Effective Date
Kenney, Ryan	A.J. Briesemeister Middle School	8th Grade Social Studies Teacher	08/01/25
*Knight, Crystal	Seguin High School	Health Science Teacher/CNA	08/01/25
Langrehr, FeeDee	Seguin High School	Counselor	07/21/25
Leal, Desiree	McQueeney Elementary	Kindergarten Teacher	08/01/25
Luckey, Damon	McQueeney Elementary	SpEd PLUS Behavior Teacher	08/01/25
Mata, Ruben	Seguin High School	Counselor	07/21/25
Medina, Eric	Seguin High School	Assistant Band Director/Percussion Specialist	08/01/25
Morgan, Kristina	Ball Early Childhood Center	Counselor	07/25/25
Newbury, Kimberly	Vogel Elementary	Special Education Intervention Teacher	08/01/25
*Nowlin, Terrie	Seguin High School	CTE Business Teacher & Head Softball Coach	08/01/25
Ortega, Kimberly	Vogel Elementary	4th Grade English & Language Arts Teacher	08/01/25
Price, Sunshine	Seguin High School	Art Teacher	08/01/25
Ray, Kimberly	Seguin High School	CTE Graphic Design Teacher & Cheer Coach	08/01/25
Romero, Raul	Jim Barnes Middle School	Choir Director	08/01/25
Ross, Jennifer	Jim Barnes Middle School	Essential Academics Teacher	08/01/25
Shearer, April	McQueeney Elementary	2nd Grade Teacher	08/01/25
Strohl, Jamie	McQueeney Elementary	Special Education Intervention Teacher	08/01/25
Swank, Megan	Seguin High School	English Teacher & Head Tennis Coach	08/01/25
Taylor, Gregoria	Rodriguez Elementary	1st Grade Dual Language Teacher	08/01/25
Tobola, April	Koennecke Elementary	1st Grade Teacher	08/01/25
Tobola, Christopher	Seguin High School	Teacher & Coach	08/01/25
Tovar, Christian	Jim Barnes Middle School	Math Teacher	08/01/25
Watson, Melanie	Jefferson Elementary	Special Education Intervention Teacher	08/01/25
Wilson, Donald	Rodriguez Elementary	Special Education Intervention Teacher	08/01/25
Wren, Dana	McQueeney Elementary	1st Grade Teacher	08/01/25
*Zamzow, Angela	Rodriguez Elementary	4th Grade Teacher	08/01/25
Zukerman, Mickey	Jim Barnes Middle School	Assistant Band Director	08/01/25

*returning employee

**BOARD'S
ACKNOWLEDGEMENT
RESIGNATIONS:**

Aguilar, Jessica, Seguin High School, effective 5/29/25

Ms. Aguilar, Special Education Teacher & Coach, has resigned due to personal reasons.

Ms. Aguilar has 6 years with Seguin ISD.

Bland, Christopher, Jim Barnes Middle School, effective 5/29/25

Mr. Bland, Special Education Interventionist, has resigned due to personal reasons.

Mr. Bland has 6 years with Seguin ISD.

Cawley, Rebecca, Seguin High School, effective 5/29/25

Ms. Cawley, Art Teacher, has resigned due to personal reasons.

Ms. Cawley has 2 years with Seguin ISD.

Comparato, Kari, A.J. Briesemeister Middle School, effective 5/29/25

Ms. Comparato, Math Teacher, has resigned due to personal reasons.

Ms. Comparato has 1 year with Seguin ISD.

Dean, Perry, Seguin High School, effective 5/29/25

Mr. Dean, Choir Director, has resigned due to personal reasons.

Mr. Dean has 3 years with Seguin ISD.

Donsbach, Connie, Seguin High School, effective 12/31/25

Ms. Donsbach, Counselor, has resigned and elected to retire.

Ms. Donsbach has 24 years with Seguin ISD.

Dudley, Abigail, Weinert Elementary, effective 5/29/25

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

Ms. Dudley has 11 years with Seguin ISD.

Frazier, Wayne, Seguin High School, effective 5/29/25

Mr. Frazier, Social Studies Teacher, has resigned due to family reasons.

Mr. Frazier has 1 year with Seguin ISD.

Garcia, Gabriella, McQueeney Elementary, effective 5/29/25

Ms. Garcia, Kindergarten Teacher, has resigned due to other employment.

Ms. Garcia has 1 year with Seguin ISD.

Garza, Daniel, A.J. Briesemeister Middle School, effective 6/10/25

Mr. Garza, Counselor, has resigned due to other employment.

Mr. Garza has 3 years with Seguin ISD.

Gonzales, Tracee, A.J. Briesemeister Middle School, effective 6/30/25

Ms. Gonzales, Academic Dean, has resigned due to personal reasons.

Ms. Gonzales has 9 years with Seguin ISD.

Gunter, Janiece, A.J. Briesemeister Middle School, effective 5/29/25

Ms. Gunter, Teacher, has resigned due to medical reasons.
Ms. Gunter has 4 years with Seguin ISD.

Gustafson, Gwendolen, Matador Special Services Department, effective 5/29/25

Ms. Gustafson, Dyslexia Interventionist, has resigned due to family reasons.
Ms. Gustafson has 8 years with Seguin ISD.

Gutierrez, Ray, Seguin High School, effective 5/29/25

Mr. Gutierrez, Special Education Interventionist & Head Girls Soccer Coach, has resigned due to personal reasons.
Mr. Gutierrez has 2 years with Seguin ISD.

Hale, Cynthia, A.J. Briesemeister Middle School, effective 5/29/25

Ms. Hale, English Teacher, has resigned to work for another school district.
Ms. Hale has 13 years with Seguin ISD.

Hell, Kennedy, Weinert Elementary, effective 5/29/25

Ms. Hell, 2nd Grade Teacher, has resigned due to personal reasons.
Ms. Hell has 3 years with Seguin ISD.

Hollinger, Elizabeth, Jim Barnes Middle School, effective 5/29/25

Ms. Hollinger, Theatre Arts Teacher, has resigned to work for another school district.
Ms. Hollinger has 2 years with Seguin ISD.

Kirchner, Kendall, Jefferson Elementary, effective 5/29/25

Ms. Kirchner, Instructional Coach, has resigned due to personal reasons.
Ms. Kirchner has 11 years with Seguin ISD.

Madera, Samantha, Seguin High School, effective 5/29/25

Ms. Madera, Science Teacher & Soccer Assistant Coach, has resigned due to other employment.
Ms. Madera has 1 year with Seguin ISD.

Martinez, Miranda, Koennecke Elementary, effective 5/29/25

Ms. Martinez, 1st Grade Teacher, has resigned to work for another school district.
Ms. Martinez has 5 years with Seguin ISD.

Meier, Grace, McQueeney Elementary, effective 5/29/25

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

McCollum, Hayley, Seguin High School, effective 5/29/25

Ms. McCollum, English Teacher, has resigned due to personal reasons.

Ms. McCollum has 8 years with Seguin ISD.

Mendez, Cynthia, Rodriguez Elementary, effective 5/29/25

Ms. Mendez, 1st Grade Dual Language Teacher, has resigned due to family reasons.

Ms. Mendez has 1 year with Seguin ISD.

Mummert, Jason, Curriculum & Instruction Department, effective 7/4/25

Dr. Mummert, Executive Director of School Leadership and Development, has resigned to work at another school district.

Dr. Mummert has 2 years with Seguin ISD.

Neuse, Kolton, Seguin High School, effective 6/20/25

Mr. Neuse, Agriculture Science/Mechanics Teacher, has resigned to work at another school district.

Mr. Neuse has 1 year with Seguin ISD.

Ortiz, Jacob, Jim Barnes Middle School, effective 5/29/25

Mr. Ortiz, Physical Education Teacher, has resigned to work at another school district.

Mr. Ortiz has 5 years with Seguin ISD.

Pond, Amanda, Jim Barnes Middle School, effective 5/29/25

Ms. Pond, Math Instructional Coach, has resigned to work at another school district.

Ms. Pond has 7 years with Seguin ISD.

Post, Tracy, A.J. Briesemeister Middle School, effective 5/29/25

Dr. Post, 6th Grade Math Teacher, has resigned due to personal reasons.

Dr. Post has 9 years with Seguin ISD.

Pron, Cheryl, Matador Special Services Department, effective 6/5/25

Ms. Pron, ARD Facilitator, has resigned due to personal reasons.

Ms. Pron has 2 years with Seguin ISD.

Rabideau, Natasha, Seguin High School, effective 5/29/25

Ms. Rabideau, Special Education Interventionist & Department Lead, has resigned due to personal reasons.

Ms. Rabideau has 3 years with Seguin ISD.

Reyes, Cecilia, Rodriguez Elementary, effective 6/10/25

Ms. Reyes, Assistant Principal, has resigned to work at another school district.

Ms. Reyes has 2 years with Seguin ISD.

Roberts, Trevor, A.J. Briesemeister Middle School, effective 5/29/25

Mr. Roberts, Boys Athletic Coordinator, has resigned to work at another school district.

Mr. Roberts has 5 years with Seguin ISD.

Romero, Meredith, Jim Barnes Middle School, effective 5/29/25

Ms. Romero, Technology Applications Teacher, has resigned to work due to personal reasons.

Ms. Romero has 4 years with Seguin ISD.

Ross, Kelsey, Weinert Elementary, effective 6/5/25

Ms. Ross, Instructional Coach, has resigned due to personal reasons.

Ms. Ross has 7 years with Seguin ISD.

Saldaña, Cristobal, Seguin High School, effective 6/30/25

Dr. Saldaña, Associate Principal of Operations, has resigned due to other employment.

Dr. Saldaña has 2 years with Seguin ISD.

Sanchez, Oscar, Matador Special Services Department, effective 6/17/25

Mr. Sanchez, Special Education Program Supervisor, has resigned due to personal reasons.

Mr. Sanchez has 1 year with Seguin ISD.

Schepp, Lauren, Seguin High School, effective 5/29/25

Ms. Schepp, Science Teacher, has resigned to work for another school district.

Ms. Schepp has 17 years with Seguin ISD.

Schriewer, Cheryl, Jim Barnes Middle School, effective 6/30/25

Ms. Schriewer, Academic Dean, has resigned to work at another school district.

Ms. Schriewer has 24 years with Seguin ISD.

Shepherd, Samantha, Jim Barnes Middle School, effective 5/29/25

Ms. Shepherd, Math Teacher, has resigned to work at another school district.

Ms. Shepherd has 3 years with Seguin ISD.

Torrez, Paulina, Koennecke Elementary, effective 5/29/25

Ms. Torrez, 2nd Grade Teacher, has resigned due to personal reasons.

Ms. Torrez has 3 years with Seguin ISD.

Whitehead, Bianca, A.J. Briesemeister Middle School, effective 5/29/25

Ms. Whitehead, 8th Grade Science Teacher, has resigned due to other employment.

Ms. Whitehead has 2 years with Seguin ISD.

Wilburn, Sydney, Matador Special Services Department, effective 6/5/25

Ms. Wilburn, Psychologist, has resigned due to other employment.
Ms. Wilburn has 6 years with Seguin ISD.

Yañez, Alejandro, Jim Barnes Middle School, effective 05/29/25

Mr. Yañez, Assistant Band Director, has resigned due to relocation.
Mr. Yañez has 1 year with Seguin ISD.

RATIONALE:

Strategic Goal 4: Seguin ISD will improve student, parent, and staff satisfaction as determined by the Gallup Poll.

REFERENCE and COMPLIANCE:

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

BUDGET IMPACT/ INFORMATION: PAPERWORK IMPACT:

None

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

EXHIBITS:

Personnel Information

RESOURCE PERSONNEL:

Jeremy Nueman, Chief Human Resources Officer

Submitted by:

(Name)

Dr. Jack Lee, Superintendent

(Address)

1221 E. Kingsbury St., Seguin, TX 78155

(Telephone)

(830) 401-8614

(Date)

07/22/25

INFORMATION ITEM: **Long-Range Facility Plan Final Presentation**

RECOMMENDATION: None

RATIONALE: The Long-Range Facility Planning Committee has been meeting over the last few months. This is a final presentation representing the committee's recommendation to the Board of Trustees.

REFERENCE and COMPLIANCE: CS (Legal) Facility Standards

BUDGET IMPACT / INFORMATION: No impact

EXHIBITS: Long-Range Facility Planning Committee Update Presentation

RESOURCE PERSONNEL: Elizabeth Banks, Chief Financial Officer, RTSBA
Robyn Popa, Pfluger Architects

Submitted by:
 (Name) Dr. Jack Lee, Superintendent
 (Address) 1221 E. Kingsbury St., Seguin, TX 78155
 (Telephone) (830) 401-8614
 (Date) 07/22/25



LONG RANGE FACILITY PLANNING – 2025 UPDATE

Board of Trustees Recommendation – July 22, 2025

THE CHARGE:

- ***“What Are we Doing Here?”***

The LRFP Committee is composed of Seguin ISD stakeholders who are focused on the **future success** of Seguin ISD.

The LRFP Committee is committed to open and meaningful dialogue to propel the sharing of **facility-based solutions** for Seguin ISD, with an emphasis on providing **quality educational spaces for all students**.

This group’s discussions will focus on **existing facilities, their current conditions, and existing programs**. Seguin ISD’s growth will also require new and/or expanded campuses in the future and should be planned for accordingly.

2018 LRFP:

PRIORITY TIER # 1

PRIORITY TIER: LEVEL ONE

STADIUM/FIELDS/GOLDFIE HARRIS: OPTION A: Address Items 1-7

- ✓ BOND 2019
- ✓ BOND 2022

MCQUEENEY ELEMENTARY SCHOOL: OPTION D: Address Items 1-6, 8

- ✓ BOND 2019
- ✓ BOND 2022

AJ BRIESEMEISTER MIDDLE SCHOOL: OPTION A: Address Items 1-11

- ✓ BOND 2019
- ✓ BOND 2019
- ✓ BOND 2019

PRIORITY TIER: LEVEL ONE

JEFFERSON ELEMENTARY SCHOOL: OPTION B: Address Items 1-10

- ✓ BOND 2019
- ✓ BOND 2019

WEINERT ELEMENTARY SCHOOL: OPTION B: Address Items 1-3, 9

- ✓ BOND 2019
- ✓ BOND 2019

Stadium/G.H. Gym
 McQueeney ES
 AJ Briesemeister MS
 Jefferson ES
 Weinert ES

PRIORITY TIER # 2

PRIORITY TIER: LEVEL TWO

BARNES MIDDLE SCHOOL: OPTION A: Address Items 1, 3, 5 & 7

- ✓ BOND 2022
- ✓ BOND 2022
- ✓ BOND 2022

2019 BOND SAVINGS

DISTRICT-WIDE AG FACILITY:

- ✓ BOND 2022

PRIORITY TIER: LEVEL TWO

KOENNECKE ELEMENTARY SCHOOL: OPTION B: Address Items 1-8

- ✓ BOND 2019
- ✓ BOND 2022

PATLAN ELEMENTARY SCHOOL: OPTION B: Address Items 1, 3, 7, & 9

- ✓ BOND 2019
- ✓ BOND 2022

VOGEL ELEMENTARY SCHOOL: OPTION B: Address Items 1-9

- ✓ BOND 2019
- ✓ BOND 2019
- ✓ BOND 2022

Barnes MS
 Ball Early Childhood
 Agriscience
 Koennecke ES
 Patlan ES
 Vogel ES

PRIORITY TIER # 3

PRIORITY TIER: LEVEL THREE

MARY B. ERSKINE CAMPUS: OPTION A: Address Majority Decision

- NO LONGER A SEGUIN ISD PROPERTY

JOE F. SAEGERT ELEMENTARY SCHOOL: OPTION A: Address Minority Decision

- NO LONGER A SEGUIN ISD PROPERTY

REFURPOSED AS MBLC & DAEP CAMPUS

TRANSPORTATION DEPT.: OPTION A: Address Items 1-5 - EXTRA

- ✓ BOND 2022

PRIORITY TIER: LEVEL THREE

SEGUIN HIGH SCHOOL CAMPUS: OPTION A: Address Items 7, 8, & 4

- ✓ BOND 2022
- ✓ BOND 2022
- ✓ BOND 2022
- ✓ BOND 2022
- ✓ BOND 2022

RODRIGUEZ ELEMENTARY SCHOOL: OPTION C: Address Items 1, 2, 4, & 5

- ✓ BOND 2019
- ✓ BOND 2022
- ✓ BOND 2022

CENTRAL ADMINISTRATION: OPTION C: Address Items 1, & 3, 7

- ✓ BOND 2019
- ✓ BOND 2022
- ✓ INT. FUNDS

Erskine Campus
 Saegert Campus
 Transportation
 Seguin High School
 Rodriguez ES
 Central Administration

BOND HISTORY:




AJB Middle School
Jefferson ES
Matador Stadium
ES Playgrounds
Land Purchase

Safety & Security
New McQueeney ES
Barnes MS
Agriscience Facility
Transportation
Land Purchase
Roofing
Furniture
Buses



Baseball & Softball
Complex

- 
- ***The work of the LRFP Committee:***
 - Confirmed needs, on a campus-by-campus basis.
 - Discussed and achieved consensus on a proposed improvement plan for each campus.
 - Discussed and achieved consensus on priority tier designations, to establish an overall hierarchy-of-need across all SISD facilities.
 - Is proposing strategic recommendations of potential program relocations, to maximize use of existing facilities (location, size, adjacencies, etc.).

THE PROCESS:



**REVIEW
NEEDS**

Feb. 19, 2025



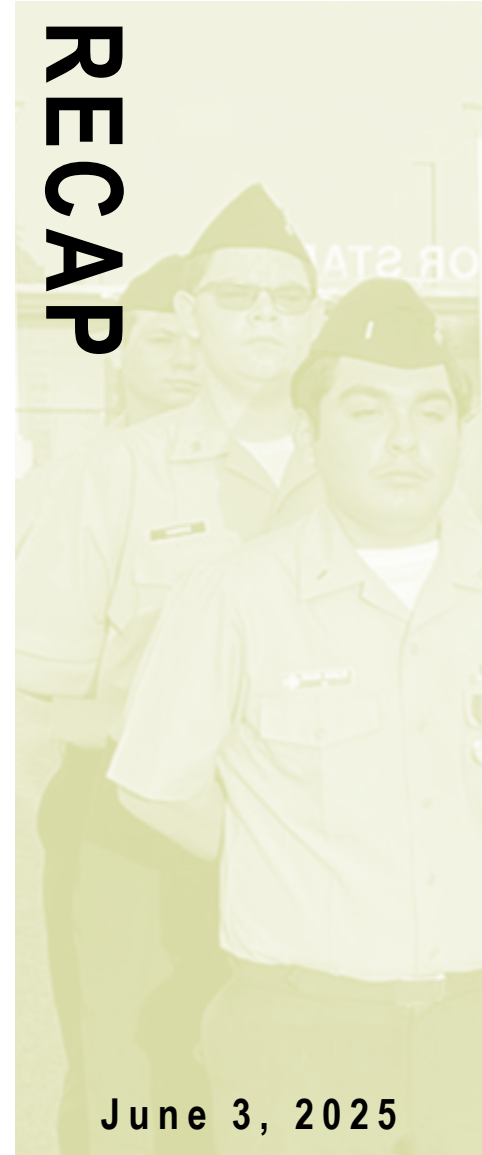
**REVIEW
OPTIONS**

Apr. 9, 2025



**REFINE
OPTIONS**

Apr. 29, 2025



RECAP

June 3, 2025



PRESENT

Update:
June 17, 2025

Recommendations:
July 22, 2025

²⁴

PRIORITY TIER # 1

Weinert ES
Central Office (OPM)
Jefferson ES
Patlan ES
Vogel ES
Saegert Campus
Irma Lewis OLC
Seguin HS

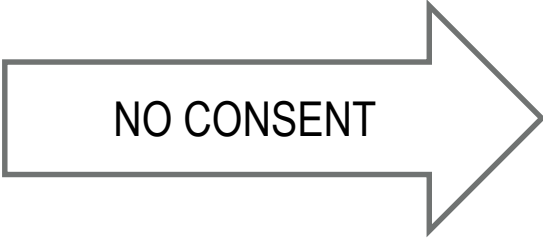
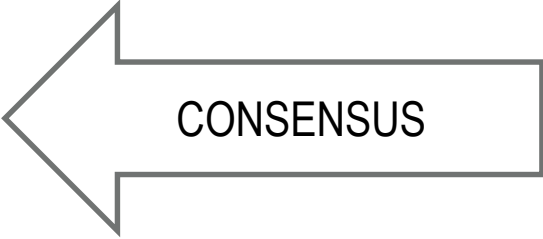
PRIORITY TIER # 2

Ball Early Childhood
Koennecke ES
Barnes MS
Briesemeister MS
Transportation

PRIORITY TIER # 3

Stadium/G.H. Gym
Existing McQueeney ES
Rodriguez ES
Agriscience
New McQueeney ES

CONSENSUS:



**FULLY
SUPPORT
THIS**

**MOSTLY
SUPPORT
THIS WITH
RESERVATIONS**

**CAN LIVE
WITH THIS**

**CANNOT
SUPPORT
THIS**



CAMPUS NAME

1. Need # 1

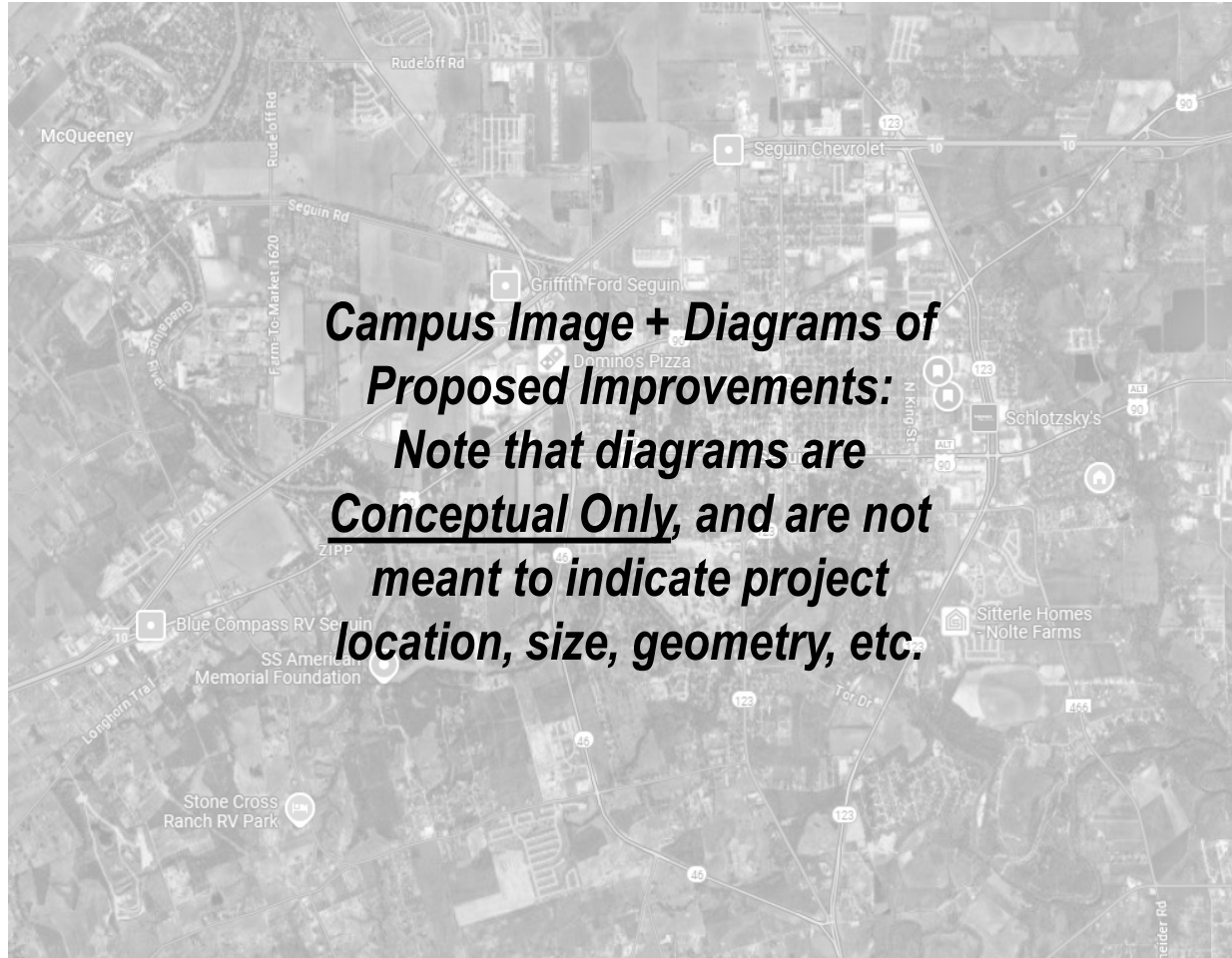
2. Need # 2

3. Need # 3

4. Need # 4

5. Need # 5

Gold highlight indicates the proposed improvement plan is anticipated to address this need.



- Brief description(s) of aspects of the proposed improvement plan

PRIORITY TIER # 1

Weinert ES
Central Office (OPM)
Jefferson ES
Patlan ES
Vogel ES
Saegert Campus
Irma Lewis OLC
Seguin HS

PRIORITY TIER # 2

Ball Early Childhood
Koenecke ES
Barnes MS
Briesemeister MS
Transportation

PRIORITY TIER # 3

Stadium/G.H. Gym
Existing McQueeney ES
Rodriguez ES
Agriscience
New McQueeney ES

PRIORITY TIER # 1:



WEINERT	5	6	4	0
CENTRAL OFFICE / OPM	13	2	0	0
JEFFERSON ES	14	1	0	0
PATLAN ES	9	5	1	0
VOGEL ES	14	1	0	0
SAEGERT CAMPUS	12	3	0	0
SEGUIN HS	10	4	1	0

Note: ILOLC was not polled, as there was already general consensus on its improvement plan.

WEINERT ELEMENTARY

1. Aging Buildings

2. Roofing

3. Cafeteria

4. Library

5. Classrooms

6. Connectivity

7. Drainage

8. Accessibility

9. Portables

10. Bus/Traffic Circ.

11. Administration

12. Parking



- Construct a New Replacement Campus On-site (Smaller Size of 350-400 students)
- *Potential Alternative:* Construct a New Replacement Campus on a New Site (Larger Size, 800-850 students)

CENTRAL OFFICE / OAK PARK MALL

1. Aging Building
2. Inadequate Space
3. No PA System
4. District Identity
5. Drainage



- Renovate Building into Seguin HS CTE Facility
- *Potential Alternative:* Demolish Existing Building and Construct a new Seguin HS CTE Facility

JEFFERSON ELEMENTARY

1. Classrooms
2. Aging Bldg. Systems
3. Library
4. Roofing
5. Connectivity
6. Accessibility
7. Service Drive Conflict
8. Bus/Traffic Circ.
9. Administration
10. Parking
11. Drainage



- Construct a New Replacement Campus On-site
(Smaller Size of 350-400 students)

PATLAN ELEMENTARY

1. Classrooms

2. Library

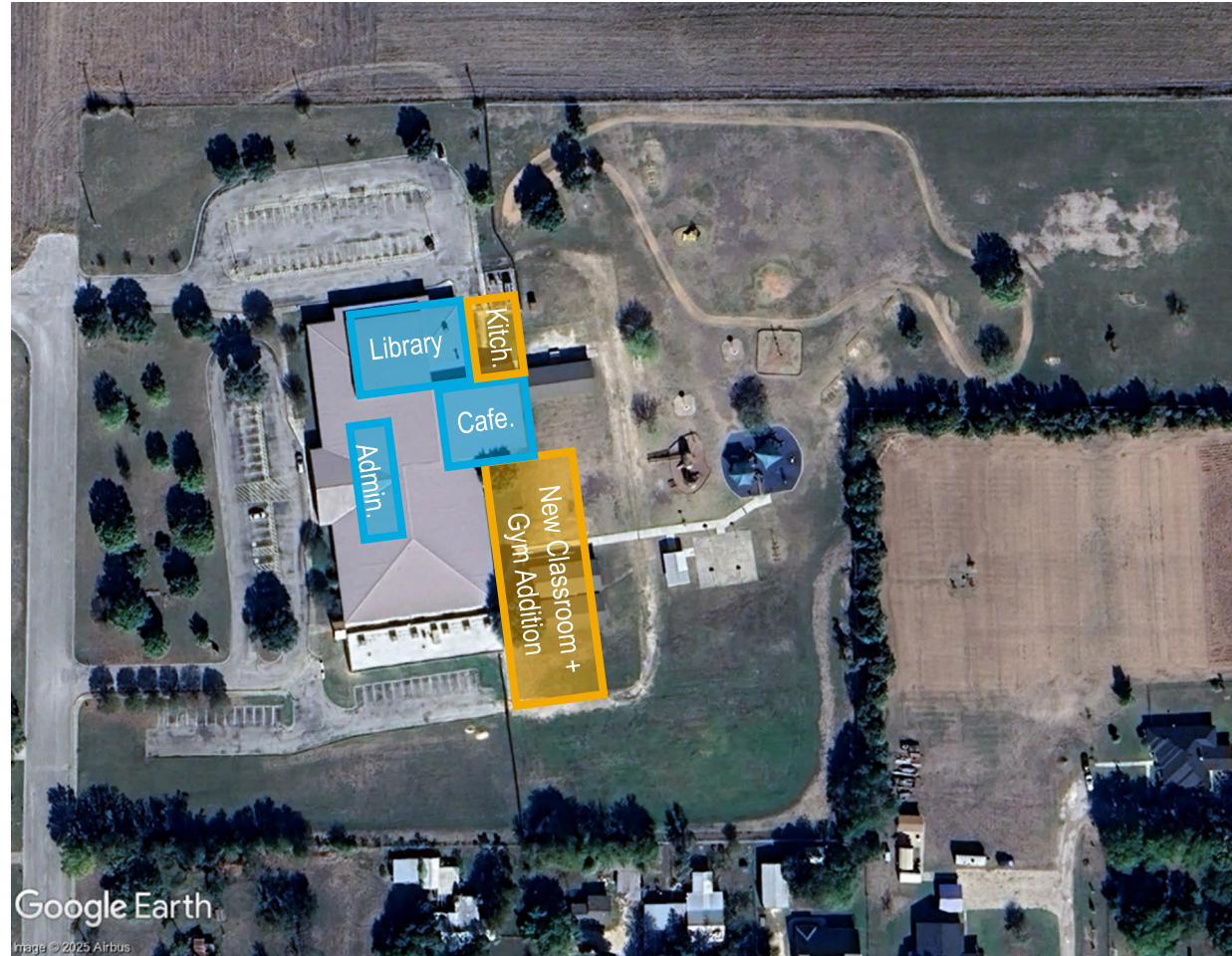
3. Cafeteria

4. Portables

5. Administration

6. Bus/Traffic Circ.

7. Parking



- Construct a New Gymnasium & Kitchen & Classroom Addition
- Renovate Existing Gymnasium into Cafeteria Dining
- Renovate Existing Cafeteria Dining into Library
- Renovate Existing Library into Expanded Administration
- Increase Student Capacity

VOGEL ELEMENTARY

1. Cafeteria

2. Library

3. Portables

4. Classrooms

5. Parking

6. Gymnasium

7. Administration

8. Bus/Traffic Circ.

9. Pest Control

10. Crosswalk

11. Wall Panels



- Construct a New Gymnasium & Kitchen & Classroom Addition
- Renovate Existing Gymnasium into Cafeteria Dining
- Renovate Existing Cafeteria Dining into Library
- Renovate Existing Library into Expanded Administration
- Increase Student Capacity

SAEGERT CAMPUS

1. "Motel 6" Building

2. Aging Bldg. Systems

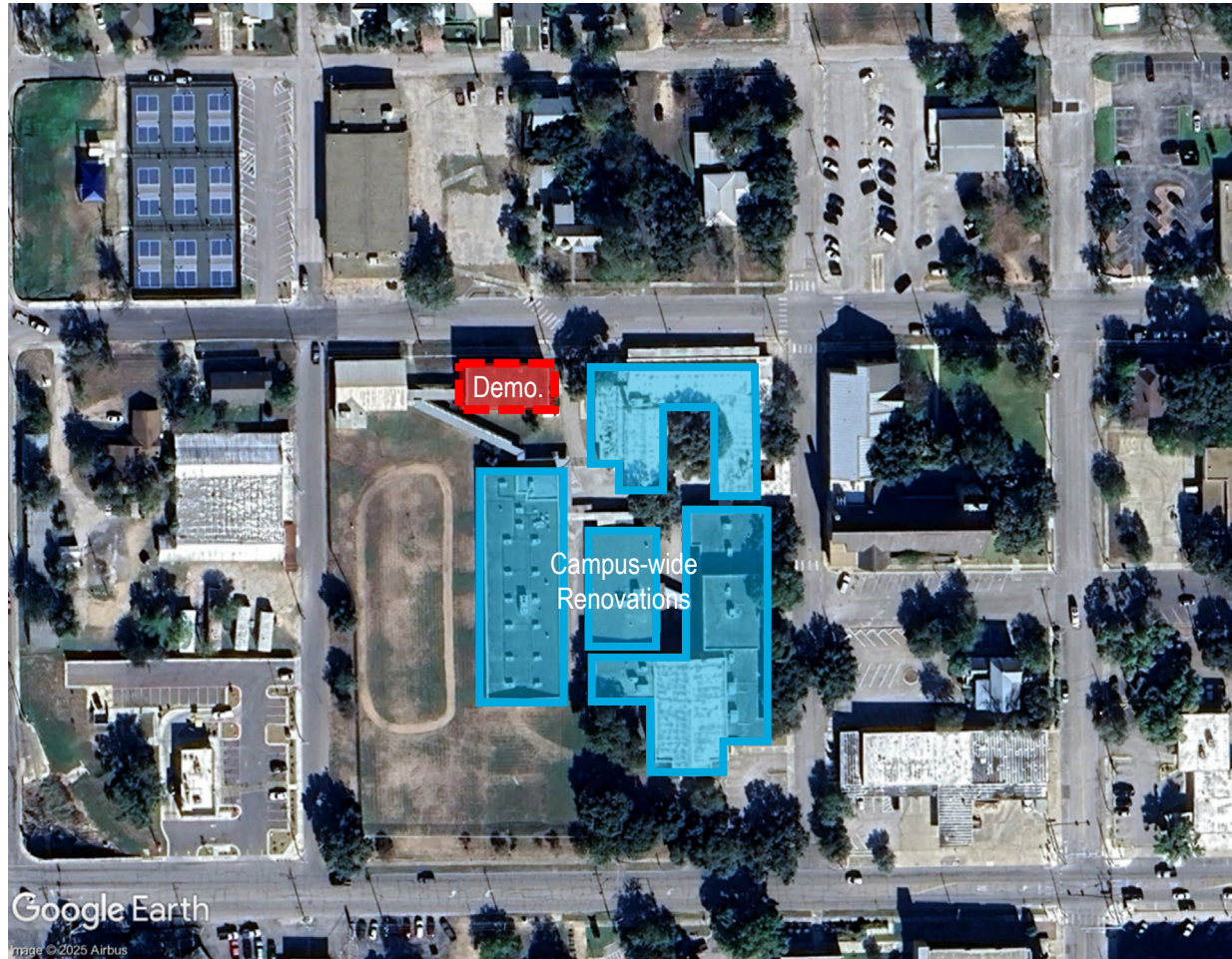
3. Connectivity

4. Parking

5. Accessibility

6. Safety & Security

7. Drainage



- Renovate into Central Administration*
- Selective Demolition
- Expand/Construct New Parking

** More discussions required for relocation logistics, location for MBLC/DAEP, etc.*

IRMA LEWIS OUTDOOR LEARNING CENTER

1. Existing Bldg. Repairs

2. Outdoor Classrooms

3. Support Facilities

4. Parking

5. Traffic/Access

6. Wayfinding

7. Ropes Course

8. Geronimo Creek

9. Amphitheater

10. Trail System

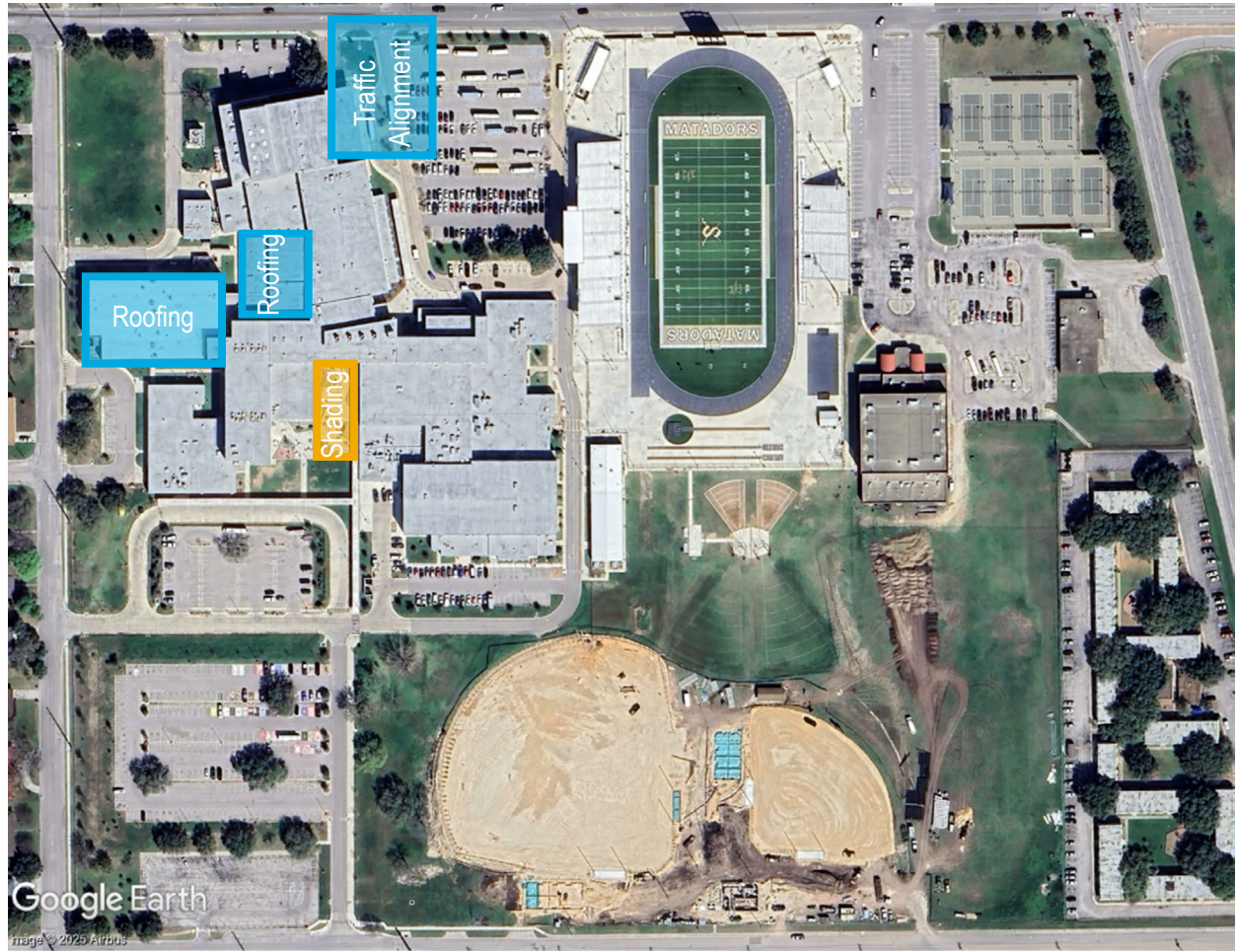
11. Abatement



- Various repairs/replacements throughout the site of existing features/facilities
- Increase parking and widen access to the site
- Increase number/size of outdoor learning spaces
- Increase number/size of support facilities

SEGUIN HIGH SCHOOL

1. Roofing
2. CTE Spaces
3. Courtyard Shading
4. Traffic Issues
5. Indoor Extracurricular
6. Ballet Folklorico floor
7. Add. Performance Spaces
8. Band Practice Marching Field
9. JROTC Practice Area



- Roofing Repairs/Replacement as Needed
- Courtyard Shading
- Traffic Alignment at Main Entry
- Access Path to Oak Park Mall for HS CTE Facility

**PRIORITY
TIER # 1**

Weinert ES
Central Office (OPM)
Jefferson ES
Patlan ES
Vogel ES
Saegert Campus
Irma Lewis OLC
Seguin HS

**PRIORITY
TIER # 2**

Ball Early Childhood
Koennecke ES
Barnes MS
Briesemeister MS
Transportation

**PRIORITY
TIER # 3**

Stadium/G.H. Gym
Existing McQueeney ES
Rodriguez ES
Agriscience
New McQueeney ES

PRIORITY TIER # 2:



BALL ECC	9	6	0	0
KOENNECKE ES	8	7	0	0
BARNES MS	8	5	1	1
BRIESEMEISTER MS	10	3	1	1

Note: Transportation was not polled, as there was already general consensus on its improvement plan.

BALL EARLY CHILDHOOD CENTER

1. Traffic
2. Gymnasium
3. Cafeteria
4. Staff Parking
5. Playground
6. Bus Lane
7. SPED Bus Lane
8. Drainage
9. Int. Travel Distance
10. Support Space



- Construct a New Cafeteria
- Construct a New Gymnasium
- Parking Lot Modifications (increase on-site queuing)

KOENNECKE ELEMENTARY

1. Classrooms

2. Cafeteria

3. Library

4. Drainage

5. Administration

6. Parking

7. Bus/Traffic Circ.

8. Portables (Classes)

9. Portables (Storage)



- Construct a New Gymnasium & Kitchen
- Renovate Existing Gymnasium into Cafeteria Dining
- Renovate Existing Cafeteria Dining into Library
- Renovate Existing Library into Expanded Administration
- Do Not Increase Student Capacity

JIM BARNES MIDDLE SCHOOL

1. Sports Fields

2. Athletic Bleachers

3. Administration

4. Support Spaces

5. Weight Room

6. Drainage



- Construct a New Weight Room Addition
- Replace Sports Field
- Replace Bleachers

A.J. BRIESEMEISTER MIDDLE SCHOOL

1. Sports Fields

2. Athletic Bleachers



- Replace Sports Field
- Replace Bleachers

TRANSPORTATION

1. Expansion



- Construct new Maintenance Building

PRIORITY TIER # 1

Weinert ES
Central Office (OPM)
Jefferson ES
Patlan ES
Vogel ES
Saegert Campus
Irma Lewis OLC
Seguin HS

PRIORITY TIER # 2

Ball Early Childhood
Koennecke ES
Barnes MS
Briesemeister MS
Transportation

PRIORITY TIER # 3

Stadium/G.H. Gym
Existing McQueeney ES
Rodriguez ES
Agriscience
New McQueeney ES

PRIORITY TIER # 2:



STADIUM / G.H. GYM	8	6	1	0
EXIST. McQUEENEY ES	11	3	1	0

Note: Rodriguez ES, Agriscience, and New McQueeney ES were not polled, as there was already general consensus on no significant improvements anticipated at these sites.

MATADOR STADIUM / GOLDIE HARRIS GYM

1. Gym Building
2. Tennis Courts
3. Speaker System
4. Resource Building



- Renovate Goldie Harris (storage, support facilities)
- Construct expanded locker room addition onto Goldie Harris
- Replace tennis courts

EXISTING McQUEENEY ELEMENTARY

1. Roofing
2. Aging Buildings
3. Parking
4. Traffic/Circulation
5. Accessibility
6. Pest Control
7. Structural Issues
8. Drainage
9. Connectivity
10. Acoustical Control



- Roofing Repairs as Needed

RODRIGUEZ ELEMENTARY

1. Bus/Traffic Circ.

2. Administration



- No significant work anticipated

AGRISCIENCE FACILITY

1. N/A



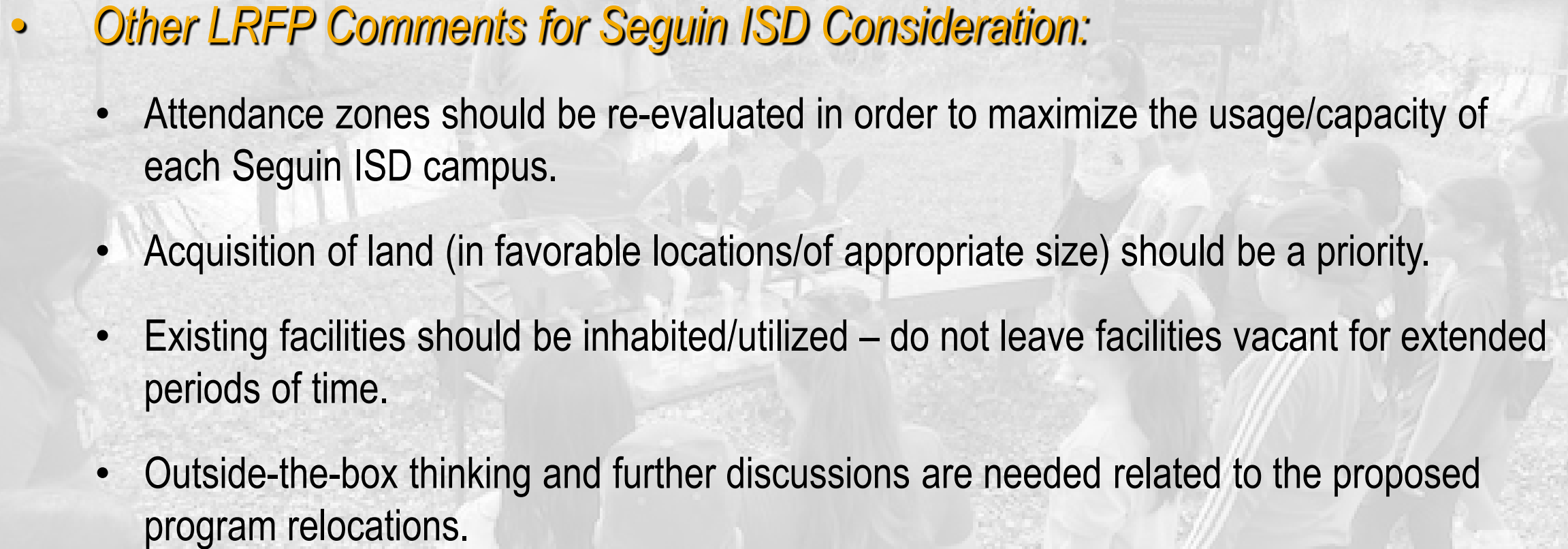
- No significant work anticipated

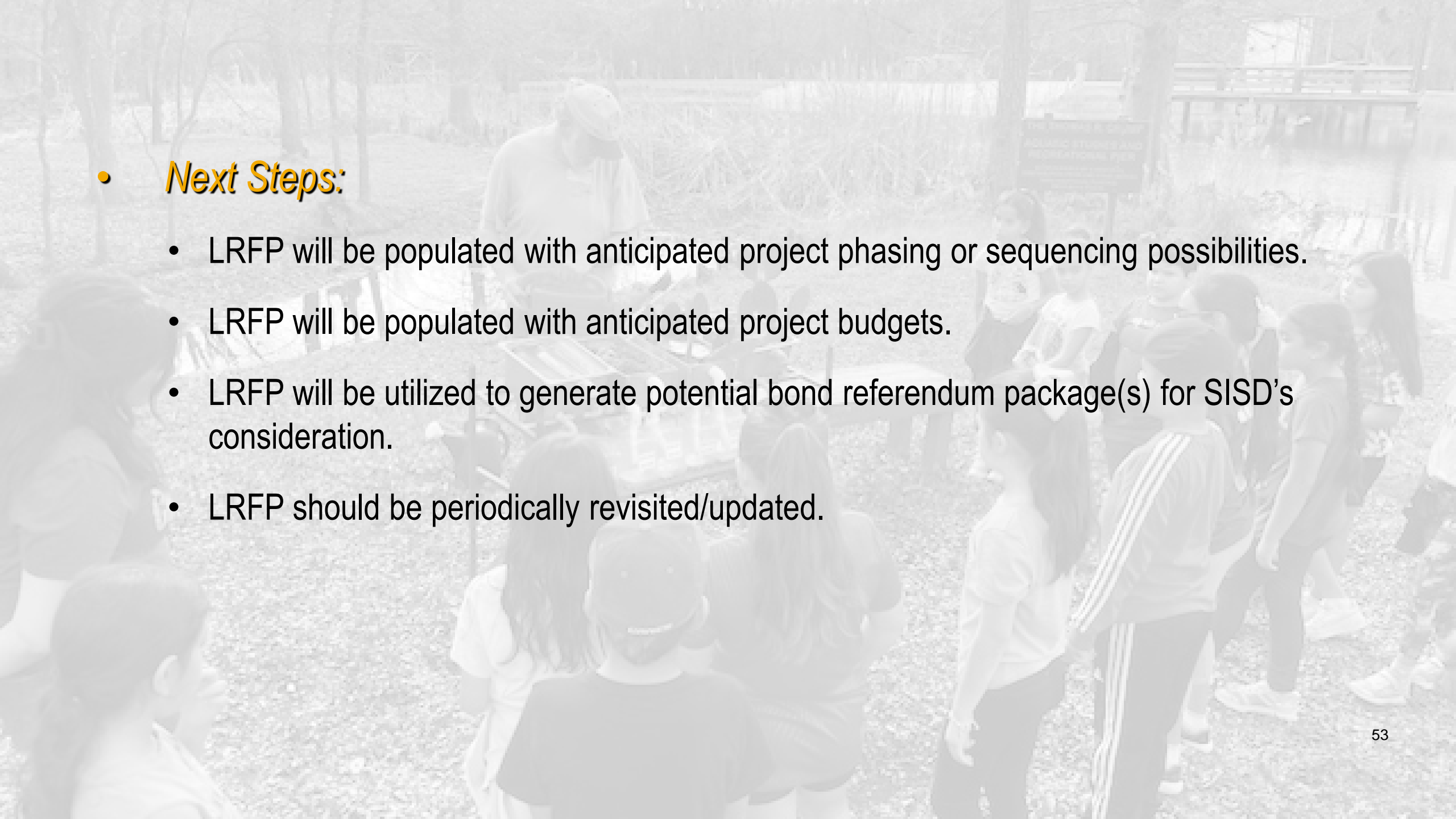
NEW McQUEENEY ELEMENTARY

1. N/A



- No significant work anticipated

- 
- ***Other LRF Comments for Seguin ISD Consideration:***
 - Attendance zones should be re-evaluated in order to maximize the usage/capacity of each Seguin ISD campus.
 - Acquisition of land (in favorable locations/of appropriate size) should be a priority.
 - Existing facilities should be inhabited/utilized – do not leave facilities vacant for extended periods of time.
 - Outside-the-box thinking and further discussions are needed related to the proposed program relocations.

- 
- *Next Steps:*
 - LRFP will be populated with anticipated project phasing or sequencing possibilities.
 - LRFP will be populated with anticipated project budgets.
 - LRFP will be utilized to generate potential bond referendum package(s) for SISD's consideration.
 - LRFP should be periodically revisited/updated.



A BIG
THANK YOU
TO OUR COMMITTEE
MEMBERS!





QUESTIONS?

THANK YOU!

INFORMATION ITEM: **Financial Statements for May 2025**

RATIONALE: The District’s official budget includes the General Fund, Child Nutrition Fund, and Debt Service Fund. The attached 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: None

PAPERWORK IMPACT: None

EXHIBITS: 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:
 (Name) Dr. Jack Lee, Superintendent
 (Address) 1221 E. Kingsbury St., Seguin, TX 78155
 (Telephone) (830) 401-8614
 (Date) 07/22/25

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
Financial Statements
General Operating Fund
May, 2025**

Month 11 of 12 0.83%

REVENUE	Adopted Budget	May 31, 2025	May 31, 2025	Budget Remaining	Percent Collected
		Amended Budget	Year to Date Actual Revenues		
Local					
Property Taxes-Current	36,690,360	35,254,796	34,409,796	845,000	97.60%
Property Taxes-Delinquent	950,000	900,000	806,328	93,672	89.59%
Property Taxes-Penalty & Interest	500,000	400,000	402,537	-	100.63%
Interest Income	1,300,000	1,400,000	1,393,673	6,327	99.55%
Other Local Income	240,000	305,000	457,372	-	149.96%
State	34,745,186	40,281,554	22,777,146	17,504,408	56.54%
Federal	767,000	487,000	500,847	-	102.84%
REVENUE	75,192,546	79,028,350	60,747,698	18,280,652	76.87%
EXPENSE BY FUNCTION (BOARD APPROVED)	Adopted Budget	May 31, 2025	May 31, 2025	Budget Remaining	Percent Expended
		Amended Budget	Year to Date Actual Expenditures		
11 - Instruction	43,061,198	43,934,095	32,191,097	11,742,998	73.27%
12 - Instructional Resources & Media Svcs	1,100,983	1,071,809	797,159	274,650	74.38%
13 - Curr & Instructional Staff Development	735,275	579,373	400,144	179,229	69.07%
21 - Instructional Leadership	2,076,321	2,350,713	1,844,620	506,093	78.47%
23 - School Leadership	5,097,863	5,107,443	4,274,039	833,404	83.68%
31 - Guidance & Counseling Services	2,677,549	2,808,040	2,186,102	621,938	77.85%
32 - Social Work Services	672,569	682,222	490,237	191,985	71.86%
33 - Health Services	858,109	865,619	646,627	218,992	74.70%
34 - Student Transportation	3,481,004	3,593,504	3,018,584	574,920	84.00%
35 - Food Service	-	-	-	-	-
36 - Co-curricular Activities	2,079,122	2,213,555	1,802,190	411,365	81.42%
41 - General Administration	3,099,979	3,543,148	3,133,606	409,542	88.44%
51 - Plant Maintenance & Operations	8,338,937	8,461,947	7,310,044	1,151,903	86.39%
52 - Security & Monitoring Services	952,567	1,198,967	987,662	211,305	82.38%
53 - Data Services	2,105,852	2,318,411	2,086,829	231,582	90.01%
61 - Community Services	30,167	27,329	9,090	18,239	33.26%
71 - Debt Services	-	665,000	665,000	-	100.00%
81 - Facilities Acquisition & Construction	-	1,780,800	1,204,718	576,082	67.65%
93 - Payments to Fiscal Agent/SSA	1,946,727	2,695,312	-	2,695,312	0.00%
99 - Intergovmntl Charges (Appraisal Svcs)	842,464	802,645	729,890	72,755	90.94%
EXPENSE	79,156,686	84,699,932	63,777,637	20,922,295	75.30%
REVENUE OVER/(UNDER) EXPENSE	\$ (3,964,140)	\$ (5,671,582)	(3,029,939)		
Other Sources	-	-	-		
Other Uses	-	-	-		
OTHER SOURCES AND USES	\$ -	\$ -	\$ -		
RESULT OF ACTIVITIES	\$ (3,964,140)	\$ (5,671,582)	\$ (3,029,939)		
EXPENSE BY OBJECT (INFORMATION ONLY)	Adopted Budget	May 31, 2025	May 31, 2025	Budget Remaining	Percent Expended
		Amended Budget	Year to Date Actual Expenditures		
6100 - Salaries	57,907,021	59,228,553	46,588,022	12,640,531	78.66%
6144 - TRS On-Behalf Payments	5,307,700	5,307,700	2,954,978	2,352,722	55.67%
6200 - Purchased & Contracted Services	8,507,192	9,488,374	7,805,380	1,682,994	82.26%
6300 - Supplies & Materials	3,830,890	3,865,383	3,255,321	610,062	84.22%
6400 - Other Operating Costs	3,593,402	4,372,313	1,288,911	3,083,402	29.48%
6500 - Debt Service	-	665,000	665,000	-	100.00%
6600 - Capital Outlay	10,481	1,772,609	1,220,025	552,584	68.83%
EXPENSE	79,156,686	84,699,932	63,777,637	20,922,295	75.30%
PRELIMINARY ESTIMATE - Fund Balance Test per Board Policy CE (LOCAL):					
Amended Budget Expense (<u>official test will use actuals at year end</u>)					84,699,932
Less: Non-Operating Expenses/Fund Balance Assignments					
Assigned for 24-25 QZAB Payment (8 of 15)				\$	(665,000)
Assigned for BB/SB Complex Construction				\$	(1,750,000)
Assigned for Welding Shop Upgrades				\$	(30,800)
Assigned for Holdworth contract				\$	(242,000)
Assigned for Abre Subscription				\$	(146,499)
Assigned for Teacher Incentive Allotment Program Development				\$	(64,457)
Assigned for National Board of Prof Teaching Standards Cert fees				\$	(17,150)
Total Non-Operating Expenses				\$	(2,915,906)
24 - 25 Budgeted Operating Expense (<u>official test will use actuals at year end</u>)				\$	81,784,026
25% Unassigned Fund Balance Criteria as per Board Policy CE (LOCAL)					25%
24 - 25 Minimum Unassigned Fund Balance				\$	20,446,007
24-25 Beginning Unassigned Fund Balance				\$	35,018,387
24-25 Estimated Ending Unassigned Fund Balance (Unaudited)				\$	29,346,805
Projected Unassigned Fund Balance Over/(Under) CE (LOCAL) Requirement				\$	8,900,799

**Seguin Independent School District
Financial Statements
Child Nutrition Fund
May, 2025**

Month 11 of 12 0.83%

REVENUE	Adopted Budget	May 31, 2025	May 31, 2025	Budget Remaining	Percent Collected
		Amended Budget	Year to Date Actual Revenues		
Local					
Property Taxes-Current	-	-	-	-	
Property Taxes-Delinquent	-	-	-	-	
Property Taxes-Penalty & Interest	-	-	-	-	
Interest Income	20,000	20,000	106,043	-	530.22%
Other Local Income	339,500	339,500	248,489	91,012	73.19%
State	55,500	55,500	33,747	21,753	60.80%
Federal	6,675,000	6,675,000	6,067,250	607,750	90.90%
REVENUE	7,090,000	7,090,000	6,455,528	634,472	91.05%

EXPENSE BY FUNCTION (BOARD APPROVED)	Adopted Budget	May 31, 2025	May 31, 2025	Budget Remaining	Percent Expended
		Amended Budget	Year to Date Actual Expenditures		
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	6,652,504	410,996	94.18%
36 - Co-curricular Activities	-	-	-	-	
41 - General Administration	-	-	-	-	
51 - Plant Maintenance & Operations	19,500	19,500	10,725	8,775	55.00%
52 - Security & Monitoring Services	7,000	7,000	530	6,470	7.57%
53 - Data Services	-	-	-	-	
61 - Community Services	-	-	-	-	
71 - Debt Services	-	-	-	-	
81 - Facilities Acquisition & Construction	-	-	-	-	
93 - Payments to Fiscal Agent/SSA	-	-	-	-	
99 - Intergovmntl Charges (Appraisal Servs)	-	-	-	-	
EXPENSE	7,090,000	7,090,000	6,663,758	426,242	93.99%
REVENUE OVER/(UNDER) EXPENSE	\$ -	\$ -	(208,231)		

Other Sources	-	-	-		
Other Uses	-	-	-		
OTHER SOURCES AND USES	\$ -	\$ -	\$ -		
RESULT OF ACTIVITIES	\$ -	\$ -	\$ (208,231)		

EXPENSE BY OBJECT (INFORMATION ONLY)	Adopted Budget	May 31, 2025	May 31, 2025	Budget Remaining	Percent Expended
		Amended Budget	Year to Date Actual Expenditures		
6100 - Salaries	3,021,900	3,021,900	2,495,203	526,697	82.57%
6144 - TRS On-Behalf Payments	-	-	-	-	
6200 - Purchased & Contracted Services	167,700	232,032	149,890	82,142	64.60%
6300 - Supplies & Materials	3,743,000	3,391,556	3,701,097	(309,541)	109.13%
6400 - Other Operating Costs	57,400	64,400	48,780	15,620	75.75%
6500 - Debt Service	-	-	-	-	
6600 - Capital Outlay	100,000	380,112	268,788	111,324	70.71%
EXPENSE	7,090,000	7,090,000	6,663,758	426,242	93.99%

PRELIMINARY ESTIMATE - Fund Balance:					
24 - 25 Beginning Fund Balance (Unaudited)					
Unassigned			\$ 2,898,469		
Non Spendable - Inventory			\$ 50,266		
Total 24 - 25 Beginning Fund Balance (Unaudited)				\$ 2,948,735	
24 - 25 Actual Year to Date Revenue Over/(Under) Expense			\$ (208,231)		
24 - 25 Actual Year to Date Other Sources and Uses			\$ -		
24 - 25 Budget Remaining Revenue Over/(Under) Expense			\$ 208,231		
24 - 25 Estimated Year End Result of Activities				\$ -	
24 - 25 Estimated Ending Fund Balance (Unaudited)				\$ 2,948,735	

**Seguin Independent School District
Financial Statements
Debt Service Fund
May, 2025**

Month 11 of 12 0.83%

REVENUE	Adopted Budget	May 31, 2025	May 31, 2025	Budget Remaining	Percent Collected
		Amended Budget	Year to Date Actual Revenues		
Local					
Property Taxes-Current	16,519,000	21,325,262	20,544,443	780,819	96.34%
Property Taxes-Delinquent	250,000	250,000	393,231	-	157.29%
Property Taxes-Penalty & Interest	100,000	100,000	209,570	-	209.57%
Interest Income	-	-	656,833	-	
Other Local Income	-	-	-	-	
State	-	2,150,000	2,426,767	-	
Federal	-	-	-	-	
REVENUE	16,869,000	23,825,262	24,230,844	(405,582)	101.70%
EXPENSE BY FUNCTION (BOARD APPROVED)	Adopted Budget	May 31, 2025	May 31, 2025	Budget Remaining	Percent Expended
		Amended Budget	Year to Date Actual Expenditures		
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	23,825,262	16,782,635	7,042,627	70.44%
81 - Facilities Acquisition & Construction				-	
93 - Payments to Fiscal Agent/SSA				-	
99 - Intergovmntl Charges (Appraisal Servs)				-	
EXPENSE	16,869,000	23,825,262	16,782,635	7,042,627	70.44%
REVENUE OVER/(UNDER) EXPENSE	\$ -	\$ -	7,448,209		
Other Sources	-	-	4,731		
Other Uses	-	-	-		
OTHER SOURCES AND USES	\$ -	\$ -	\$ 4,731		
RESULT OF ACTIVITIES	\$ -	\$ -	\$ 7,452,940		
EXPENSE BY OBJECT (INFORMATION ONLY)	Adopted Budget	May 31, 2025	May 31, 2025	Budget Remaining	Percent Expended
		Amended Budget	Year to Date Actual Expenditures		
6100 - Salaries				-	
6144 - TRS On-Behalf Payments				-	
6200 - Purchased & Contracted Services				-	
6300 - Supplies & Materials				-	
6400 - Other Operating Costs				-	
6500 - Debt Service	16,869,000	23,825,262	16,782,635	7,042,627	70.44%
6600 - Capital Outlay				-	
EXPENSE	16,869,000	23,825,262	16,782,635	7,042,627	70.44%
PRELIMINARY ESTIMATE - Fund Balance:					
24 - 25 Beginning Fund Balance (Unaudited)			\$ 16,644,486		
Total 24 - 25 Beginning Fund Balance (Unaudited)				\$ 16,644,486	
24 - 25 Actual Year to Date Revenue Over/(Under) Expense			\$ 7,448,209		
24 - 25 Actual Year to Date Other Sources and Uses			\$ 4,731		
24 - 25 Budget Remaining Revenue Over/(Under) Expense			\$ (7,448,209)		
24 - 25 Estimated Year End Result of Activities				\$ 4,731	
24 - 25 Estimated Ending Fund Balance (Unaudited)				\$ 16,649,217	

INFORMATION ITEM: **New Vendors**

RATIONALE: To provide the Board of Trustees with regular updates on vendors that have responded to Requests for Proposals and are being added to the district's approved vendor list.

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

BUDGET IMPACT / INFORMATION: None

EXHIBITS: Vendor Forms

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

Submitted by:
 (Name) Dr. Jack Lee, Superintendent
 (Address) 1221 E. Kingsbury St., Seguin, TX 78155
 (Telephone) (830) 401-8666
 (Date) 07/22/25

**SEGUIN INDEPENDENT SCHOOL DISTRICT
 BID VENDOR RESPONSES**

VENDOR	REQUEST FOR PROPOSALS	SERVICES PROVIDED
Lonestar Home Solutions	RFP 24-04: Facility & Grounds Maintenance, Equipment, Parts, & Services	Remodeling, flooring, countertops, carpentry
Fidelity Partners Services, LLC	RFP 24-05: SPED Services	Therapy services
Texas Therapy Consultants, PLLC	RFP 24-05: SPED Services	Therapy services
E-Therapy Intermediate, Inc	RFP 24-05: SPED Services	Therapy services
SHC Services, Inc	RFP 24-05: SPED Services	Therapy services

Note:

Respondents were evaluated 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

INFORMATION ITEM: **Discussion of Status of A.J. Briesemeister Middle School Construction Project**

RATIONALE: The architect has responded to a pay application for the AJB Middle School Construction project. This is an update to the status of this project. There is a corresponding item for executive session to allow the board to consult with an attorney.

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

BUDGET IMPACT / INFORMATION: None

EXHIBITS: None

RESOURCE PERSONNEL: Elizabeth Banks, Chief Financial Officer, RTSBA

Submitted by:
 (Name) Dr. Jack Lee, Superintendent
 (Address) 1221 E. Kingsbury St., Seguin, TX 78155
 (Telephone) (830) 401-8614
 (Date) 07/22/25

ACTION ITEM: **Review and approval of the 2025-2026 Optional Flexible School Day Program application for Seguin High School and Mercer-Blumberg Learning Center’s FSD program and the application for the Mercer-Blumberg Learning Center with Graduation Alliance**

RECOMMENDATION: The Board of Trustees will review and approve the 2025-2026 OFSD application for Seguin High School and Mercer-Blumberg Learning Center’s FSD programs and the OFSD application for Mercer-Blumberg Learning Center with Graduation Alliance.

RATIONALE: The Optional Flexible School Day Program (OFSDP) allows SISD to provide flexible hours and days of attendance for students who meet at least one of the requirements of the Texas Education Code §29.0822(a). The goal of the program is to improve graduation rates for students who are in danger of dropping out of school, have poor attendance patterns, are returning dropouts, or are behind in credits. This program is commonly referred to as FSD and operates at both Seguin High School and the Mercer-Blumberg Learning Center.

In partnership with Graduation Alliance, SISD through the Mercer-Blumberg Learning Center will be able to recover students who have dropped out of school previously by providing a flexible platform for which students can earn their high school diploma. These students will have met at least one of the requirements of the Texas Education Code §29.0822(a).

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

PAPERWORK IMPACT: TEA Application; Daily attendance accounting procedures; 2025-2026 FSD & Graduation Alliance Program Overviews

BUDGET IMPACT/ INFORMATION: Will increase average daily attendance and overall graduation rates

EXHIBITS: Seguin High School & Mercer-Blumberg Learning Center FSD Program Application, Mercer-Blumberg Learning Center with Graduation Alliance Presentation

RESOURCE PERSONNEL: Alberto Munoz, Principal, Seguin High School
Dr. Michael Duffek, Principal, Mercer-Blumberg Learning Center
Monica Lyons, Chief Academic Officer, Seguin ISD

Submitted by:
(Name) Dr. Jack Lee, Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614
(Date) 07/22/25



2025-2026

Optional Flexible School
Day Program
Presentation, Report, &
Applications

Optional Flexible School Day Program (OFSDP)

_____ Definition _____

OFSDP is a program allowing a district to offer flexible hours and days of attendance for students in grades 9-12 who meet the following criteria:

- Previous drop out or at-risk of dropping out
- Opportunity to participate in an approved Early College High School Plan
- Enrolled on a campus implementing an innovative redesign as approved by the TEA Commissioner
- Student has experienced previous denial of credit for one or more classes as a result of failing to meet attendance requirements under TEC §25.092

Optional Flexible School Day Program (OFSDP)

_____ Description _____

The goal of the program is to improve graduation rates for students who are in danger of dropping out of school, have fallen behind in core subjects, or who have dropped out. Students in an OFSDP may attend a fixed or flexible schedule outside the traditional attendance requirement.

Examples:

Weekend/night classes

Extended day classes

Credit Recovery classes

Flexible schedules

Optional Flexible School Day Program (OFSDP)

Target Population

Students who are unable to attend school in a traditional setting due to extenuating circumstances, including:

- Students who must seek employment to help support their family
- Students who must provide child care during the school day
- Students having a documented history (medical, behavior, etc.) of being unable to succeed in a full day/large school setting
- Students who have dropped out and wish to re-enroll in a non-traditional setting

Optional Flexible School Day Program (OFSDP)

Requirements for Eligibility

Application to Texas Education Agency

- Implementation plan description
- Staffing information
- Scheduling information
- Procedure for documentation of attendance

Once reviewed, TEA will notify the district of approval status.

Optional Flexible School Day Program (OFSDP)

Two Programs

Seguin High School & Mercer-Blumberg Learning Center

- OFSD Program

Mercer-Blumberg Learning Center

- Dropout Recovery Program, in partnership with Graduation Alliance



Optional Flexible School Day Program (OFSDP)

OFSD Procedure

Application Procedure:

1. Student meets with counselor, student completes OFSD application
2. Parents/Guardians and Student meet with OFSD committee or designee
1. Committee reviews application, upon approval, student enrolls in OFSD on the first day of the next grading period

Optional Flexible School Day Program (OFSDP)

Results

2024-2025



635 Credits
Recovered



68 Students
Graduated



Anticipated
Enrollment: 75



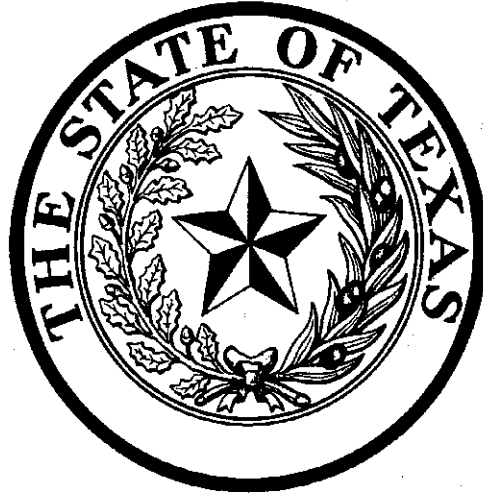


Questions?



Thank you!

Texas Education Agency



APPLICATION

Updated May 2025

Optional Flexible School Day Program (OFSDP)

2025-2026 School Year

ELIGIBLE APPLICANTS: The Texas Education Agency (TEA) will make available to eligible school districts and open-enrollment charter schools an application form that must be completed and submitted annually to the TEA for approval.

Definition of Program Provisions

Eligible Students

A student in any grade level is eligible to participate in an OFSDP authorized under the TEC, §29.0822, if the student is:

- at risk of dropping out of school, as defined by the TEC, §29.081,
- attending a campus implementing an approved innovative campus plan,
- attending a TEA-designated ECHS as defined by the TEC, §29.908, P-TECH, or ICIA,
- attending a community-based dropout recovery education program, as defined by the TEC, §29.081(e-1) or (e-2), or
- not meeting attendance requirements under the TEC, §25.092, resulting in denied credit for one or more classes in which the student has been enrolled.

AND

There must be an agreement in writing to the student's participation:

- by the student, if the student is over 18 years of age; or
- by the student and the student's parent or person standing in parental relation to the student, if the student is less than 18 years of age and not emancipated by marriage or court order.

Board Approval

The board of trustees of a school district must include the OFSDP as an item on a regular agenda for a board meeting. The board of trustees of a school district must discuss the progress of the program before approving the program and applying to operate an OFSDP (see Appendix Two). Please note that, pursuant to TAC 129.1027, a progress report for OFSDP may be required to be included in subsequent annual applications starting the 2026-2027 school year.

Attendance Credit

A student attending an OFSDP under the TEC, §29.0822, may be counted in average daily attendance (ADA) for purposes of funding under the TEC, Chapters 46, 48, and 49, only for the actual number of contact hours the student receives, not to exceed 720 hours or 43,200 minutes per 12-month period. **Students enrolled in the traditional program for part of the year and the OFSDP program for part of the year may not earn more than one ADA.**

Assessment

The student must take the required state assessments specified under the TEC, §39.023, during the regularly scheduled assessment calendar.

Continuation or Revocation of Program Authorization

Applications are approved for a period of one (1) school year. Continuation of the approval for the OFSDP will be contingent on the demonstrated success of the program. Determination of success will include a review and analysis of data provided in the mandatory final progress report(s). The commissioner of education may revoke authorization for participation in the OFSDP after consideration of relevant factors, including performance of students participating in the program on assessment instruments required under the TEC, Chapter 39; the percentage of students participating in the program who graduate from high school; and other criteria agreed to in the application and adopted by the commissioner of education. A decision to revoke approval of the program by the commissioner of education is final and may not be appealed.

Reporting Requirements

Following approval of the application, the applicant may be required to submit progress reports based on criteria selected by the applicant and agreed to by the commissioner. When requested, reports will require applicants to disclose the overall progress of the students in the program, the number of students enrolled in the program (disaggregated by ethnicity, age, gender, and socioeconomic status), the number of students graduating from high school (disaggregated by ethnicity, age, gender, and socioeconomic status), and additional criteria selected by the applicant and agreed to by the commissioner. The TEA will provide notice to applicants and additional instructions for completion of reports at least 45 days before the date a report is due, or as soon as possible, in order to give school districts and charter schools adequate time to prepare and submit the reports to the TEA. The TEA may request additional reports as necessary to monitor and assess the progress of students participating in the program.

Participation in University Interscholastic League (UIL)

A student enrolled in an OFSDP under the [TEC, §29.0822](#), may participate in a competition or other activity sanctioned or conducted under the authority of the University Interscholastic League (UIL) only if he or she meets all UIL eligibility criteria.

Provisions of Agreement

Article I – Parties to Agreement

This agreement is entered into by and between the Texas Education Agency, an agency of the State of Texas, hereinafter referred to as the "TEA," and

Seguin Independent School District

(Legal Name of School District or Open-Enrollment Charter School)

located at

1221 Kingsbury, Seguin, Texas, 78155

(Physical Address)

hereinafter referred to as "district."

Article II – Period of Agreement

The period of the agreement, as detailed by participating campus in **Appendix Five**, is for a maximum of one (1) school year plus an additional thirty (30) school days if the district is applying for credit recovery. **Note that the agreement term is subject to annual renewal.**

Article III – Purpose of Agreement

The district must perform all the functions and duties set out in the agreement, the authorizing program statute, and applicable regulations.

Article IV – Reporting Requirements

The district may be required to submit progress reports based on criteria selected by the applicant and agreed to by the commissioner. The TEA may request additional reports as necessary to monitor and assess the progress of students participating in the program.

Article V – General and Special Provisions to the Agreement

Each provision marked with an "X" below is hereby attached and incorporated by reference as part of this document:

- Appendix One, Assurances
- Appendix Two, Board Approval
- Appendix Three, Attendance and Compliance Procedures of Proposed Program (Attach PDF File)
- Appendix Four, District Contacts
- Appendix Five, Participating Campuses, Student Eligibility, and Period of Agreement (Attach Excel File)

Appendix One Assurances

The definition of the terms of the application applies to Appendix One, Assurances. The school district or open-enrollment charter school, hereinafter called "district," does hereby certify and agree to the following conditions of the agreement.

Page limit: Submit no additional pages for Appendix One. All information requested must be included with this form.

The district agrees to enroll only eligible students to participate in an OFSDP authorized under this application. A student is eligible to participate in an OFSDP authorized under the TEC, §29.0822, if:

1. the student meets one of the following conditions:
 - the student is at risk of dropping out of school, as defined by the TEC, §29.081; or
 - the student is attending a campus implementing an approved innovative campus plan; or
 - the student is attending a community-based dropout recovery education program, as defined by the TEC, §29.081(e-1) or (e-2); or
 - the student is attending a campus with an approved early college high school program designation as defined by the TEC, §29.908; or
 - the student, as a result of attendance requirements under the TEC, §25.092, will be denied credit for one or more classes in which the student has been enrolled.

and

2. there is an agreement in writing to the student's participation
 - by the student, if the student is over 18 years of age; or
 - by the student and the student's parent or person standing in parental relation to the student, if the student is less than 18 years of age and not emancipated by marriage or court order.

The district agrees:

1. to administer mandatory assessment instruments during the regular assessment cycle to students enrolled in OFSDPs;
2. to ensure all instructional materials and facilities are comparable or exceed the required standards for students in similar programs;
3. that the students participating in an OFSDP will not be isolated from other academic and vocational programs of the school district and that all students will have access to school counselors for pre- and post-entry counseling, academic or personal counseling, and career counseling;
4. to provide faculty and administrators with baccalaureate or advanced degrees, highly qualified staff, and certified teachers as required by 19 Texas Administrative Code §129.1027 for the program;
5. to adopt a policy that does not penalize students participating in an OFSDP in accordance with the 90% rule (TEC, §25.092[a]) or the 75% to 90% rule for class credit (TEC, §25.092[a-1]);
6. to adopt a policy to require students to attend regularly scheduled instruction for the OFSDP with penalties for nonattendance, including filing truancy charges, if appropriate;
7. to track the number of minutes the student receives instruction each day and to comply with applicable sections of the Student Attendance Accounting Handbook.

- 8. to comply with all reporting requirements established by the TEA;
- 9. not to discriminate based on disability, race, color, national origin, religion, or sex; and
- 10. to prohibit a student participating in an OFSDP from participating in a competition or other activity sanctioned or conducted under the authority of the UIL unless the student meets all UIL eligibility requirements.

AGREED and accepted terms and conditions of Appendix One on behalf of the school district or open-enrollment charter school by persons authorized to bind the district.

Denise Crettenden, School Board President, 830-401-8600

Name, Title, and Telephone Number of School Board President

Signature of School Board President	07/08/2025
	Date

Dr. Jack Lee, Superintendent, 830-401-8600

Name, Title, and Telephone Number of District Superintendent or Charter School Chief Operations Officer

Signature of Person Authorized to Bind the District or Charter School	07/08/2025
	Date

Appendix Two
Board Approval

The definition of terms of the application applies to Appendix Two, Board Approval. The school district or open-enrollment charter school hereinafter called "district" does hereby certify and agree to the following conditions of the agreement.

Page limit: Submit no additional pages for Appendix Two. All information requested must be included with this form.

1. The board of trustees of the school district or the governing board of the open-enrollment charter school **agrees to include the OFSDP as an item on the agenda** concerning the proposed application.

2. The board of trustees of the school district or the governing board of the open-enrollment charter school must discuss the progress of the program before applying to operate an OFSDP.

The proposed OFSDP application was on the agenda and discussed at the board meeting conducted on:

Month: July

Day: 22nd

Year: 2025

Time: 6:30 pm

Location: Seguin ISD Board Room, 1221 Kingsbury St., Seguin TX 78155

Agreed and accepted on behalf of the school district or open-enrollment charter school by persons authorized to bind the district.

Denise Crettenden, School Board President, 830-401-8600

Name, Title, and Telephone Number of School Board President

Signature of School Board President

07/08/2025

Date

Dr. Jack Lee, Superintendent, 830-401-8600

Name, Title, and Telephone Number of District Superintendent or Charter School Chief Operations Officer

Signature of Person Authorized to Bind the District or Charter School

07/08/2025

Date

Appendix Three Attendance and Compliance Procedures of Proposed Program

The definition of terms of the application applies to Appendix Three, Attendance and Compliance Procedures of Proposed Program. The school district or open-enrollment charter school hereinafter called "district" does hereby certify and agree to the following conditions of the agreement.

Page limit: Submit a separate PDF document to concisely provide the information below, labeled with the corresponding number, for Appendix Three. Only responses in the specified format will be accepted. Do not submit any other documents in place of Appendix Three. All information requested must be included with this form and should be reviewed by the District PEIMS Coordinator prior to submission. If a question does not apply, please indicate "N/A" next to its number.

1. Describe the program goals and objectives. *Note: Pursuant to TAC 129.1027, a progress report for OFSDP may be required to be included in subsequent annual applications starting the 2026-2027 school year.*
2. Indicate the proposed schedule offered to students participating in the OFSDP, including days of the week and times courses are available.
3. Provide an outline of staff positions and resource personnel (teachers, administrators, counselors, support staff, etc.) associated with the program. Include contact hours each staff position will be obligated to the program.
4. Describe the procedures for identifying students, including how the school confirms and documents student eligibility and obtains student and parental consent for OFSDP participation.
5. Indicate the estimated number of OFSDP students that will be served per teacher.
6. **If** the OFSDP program will offer special education, career and technology education, pregnancy-related services, or bilingual education, indicate how services will be provided, the teacher certification standards in each program area, and how services will comply with the Student Attendance Accounting Handbook.
7. OFSDP requires a teacher of record to record the actual number of students' instructional minutes on any given day. **NOTE:** Absences and days present do not exist in the OFSDP

Explain the following:

- a. How the classroom teacher will verify the number of instructional minutes a student receives each day.
- b. How the district will ensure that minutes for students who did not attend a minimum of 45 minutes on a particular day are not reported for funding.
- c. How will the district ensure that students transferring from the traditional program (ADA Codes 0-6) to OFSDP (ADA Codes 7-8) will not generate more than one ADA in total for the school year and that students will not receive more than 10,800 minutes per course. **Note:** *It is recommended that the district apply the following formula to determine the maximum OFSDP*

minutes a student is eligible = (Calendar School Days - Traditional Days Present) x 240.

- d. How the district will ensure that students are not coded in a traditional program on the same day that the student is accumulating OFSDP instructional minutes.
 - e. How the district will ensure that attendance practices and records comply with Sections 2.2.3 and 11.6 of the Student Attendance Accounting Handbook.
 - f. How Student Detail Audit reports for the OFSDP track will be reviewed and certified each six-week attendance reporting period.
8. If eligible OFSDP students participate in a credit recovery program offered in the summer, funding is limited to the attendance necessary for the student to recover class credit. Please describe how attendance will be monitored to ensure additional minutes are not reported for funding.
9. If students are attending a community-based dropout recovery education program as defined by TEC, §29.081 (e-1) or (e-2):
- a. Will the district operate the dropout recovery education program or utilize an education management organization? If services will be contracted, please provide the organization name, accreditation status, and the name of the accrediting agency.
 - b. Indicate how students will be offered or provided referrals for mental health services.
10. If students are attending a dropout recovery program offered in a remote or hybrid setting, as defined by TEC, §29.081 (e-2):
- a. Describe the curriculum credentials, certifications, or other course offerings that relate directly to employment opportunities in the state.
 - b. Describe the individual learning plan or process used to monitor each student's progress.
 - c. Indicate how students will be served by an academic coach and local advocate.
 - d. Indicate the date of the month that monthly student progress reports will be provided to the student's school district.
 - e. Provide the location and a brief description of the in-person student engagement center.

Appendix Four District Contacts

The definition of terms of the application applies to Appendix Four, Contact(s) Sheet. The school district or open-enrollment charter school hereinafter called "district" does hereby certify and agree to the following conditions of the agreement.

Page limit: Submit no additional pages for Appendix Four. All information requested must be included with this form.

District Contacts for the Application

District/Charter School Superintendent:	Dr. Jack Lee
Mailing Address:	1221 E. Kingsbury
City, State, Zip Code:	Seguin, Texas 78155
Telephone Number:	830-401-8600
Email Address:	jacklee@seguin.k12.tx.us

District PEIMS Coordinator:	Yolanda Garcia
Email Address:	ygarcia@seguin.k12.tx.us

OFSDP Contact Name:	Michael Duffek
Email Address:	mduffek@seguin.k12.tx.us

OFSDP Contact Name:	Alberto Munoz
Email Address:	aemunoz@seguin.k12.tx.us

NOTE: Most of the contact for the approved OFSDP is done via email. Valid email address(es) must be submitted on this form. Provide the full name(s) of the person(s) who is (are) the email contact(s) to ensure that the TEA has accurate information.

Appendix Five
Participating Campuses, Student Eligibility, and Period of Agreement

The definition of terms of the application applies to Appendix Five, Participating Campuses, Student Eligibility, and Period of Agreement. The school district or open-enrollment charter school hereinafter called "district" does hereby certify and agree to the following conditions of the agreement.

Page limit: Submit no additional pages for Appendix Five. All information requested must be included with this template and submitted in a separate Excel file.

Download and complete Appendix 5, which can be found on the [OFSDP webpage](#) under the *Applications and Templates* section.

Once completed, email the following to OPFLEX@tea.texas.gov:

1. The application (in PDF file format)
2. Appendix Three (in PDF file format)
3. Appendix Five (in MS Excel file format)

***All file names should include the district/charter school's name**

Appendix Three: Attendance and Compliance Procedures of Proposed Program

Program Overview

This application is for an online dropout recovery program implemented in accordance with TEC 29.081 (e-2) and SAAH 11.6.4. The district is planning to partner with Graduation Alliance, a national leader in online dropout recovery programs, to implement this program.

The online dropout recovery program is a diploma completion program delivered in a fully online setting, complete with outreach and engagement, transcript analysis, WIFI-enabled laptops, mobile Wi-Fi hotspots, Texas-aligned curriculum facilitated by Texas licensed teachers with at least a baccalaureate degree, coaching and mentoring by Academic Coaches and Local Advocates, and robust support services. The program also includes CTE and Industry Based Certification preparation programs that relate directly to employment opportunities in the state.

The hallmark of this online dropout recovery program is the intensive human support students receive during their time in the program. The barriers at-risk students face typically result from “life issues” and have little relation to individual abilities or skills. Whether battling chronic health issues, struggling to support a family as head of the household, or suffering debilitating social anxiety, the students we will serve in this program need flexibility of time and place. Our recipe for success includes setting clear expectations for pace and progress while providing students with 360 degrees of support, including proactive academic interventions, Texas-certified teachers with at least a baccalaureate degree, Academic Coaches, Local Advocates to address life barriers, 24/7 tutoring, and dedicated math assistance.

While earning a high school diploma has repeatedly been shown to be a transformational factor in both social and economic outcomes, the high school diploma is only a milestone in our students’ journey to lifelong success. That’s why this program provides a robust set of employability skills, CTE, and industry-based certification preparation courses to help students prepare for their transition to what comes next, whether that is employment or additional training.

1. Describe the program goals and objectives.

The mission of the district’s online dropout recovery program is to provide a flexible, high-quality educational program to the high school-age students in the district who have

not yet earned high school diplomas and who, for a variety of reasons, cannot or will not

participate in the district's traditional or alternative face-to-face programs. The objective of the program is to re-engage students who left high school without a diploma, provide an opportunity for them to complete their graduation requirements, and earn a high school diploma from the district.

2. Indicate the proposed schedule offered to students participating in the OFSDP, including days of the week and times.

As a participant in an online dropout recovery program, the student's schedule is dependent on the student's availability and life responsibilities they must attend to such as working to provide for family members, childcare obligations, other caregiver obligations, etc. Students are able to access their courses based on their available time and can receive support from teachers during scheduled meetings and via email and chat and between 8 am and 8 pm CST for Academic Coaches and Local Advocates. Furthermore, students have access to live tutor support 24 hours a day, 360 days a year.

3. Provide an outline of staff positions and resource personnel (teachers, administrators, counselors, support staff, etc.) associated with the program. Include contact hours for each staff position that will be obligated to the program.

The district provides at least one administrator and one counselor assigned. Additional staff resources will be considered as the program expands. In addition to these resources, the district is utilizing a contractor to provide certain functions related to the program. School staff will be available during regular school hours to facilitate communication between the Graduation Alliance and students.

4. Describe the procedures for identifying students, including how the school confirms and documents student eligibility and obtaining student and parental consent for OFSDP participation.

The district develops a list of students who meet the eligibility criteria of the program and who are no longer participating in the district's traditional and campus-based alternative programs.

Admission to the district's online dropout recovery program is not determined based on age, race, color, religion, gender, sexual orientation, national origin, disability, or veteran status.

An enrollment team works with students identified by the district to complete the appropriate enrollment paperwork, including the required student and parental consent form for participation in the online dropout recovery program.

5. Indicate the estimated number of OFSDP students that will be served per teacher.

The typical student-teacher ratio is 20:1. In addition to being supported by TX-certified teachers who are licensed in the subjects they teach, students are also supported by an Academic Coach, a Local Advocate, and tutors available 24x7.

6. If the OFSDP program will offer special education, career and technology education, pregnancy-related services, or bilingual education, indicate how services will be provided, the teacher certification standards in each program area, and how services will comply with the Student Attendance Accounting Handbook. The district's online dropout recovery program intends to serve students with a variety of needs and interests. A brief description of the special education services and accommodations, career and technology education programming, and bilingual education services will be provided.

Special Education Services

Students who are in need of special education services in order to be successful in their schoolwork will obtain services through the district. The administrators of the online dropout recovery program will cooperate with district special education personnel in providing information and data about courses and student performance, as required. To ensure that students referred for placement in the district's online dropout recovery program have a skill set that will allow them to be successful, the following process is recommended to partner districts:

1. All students will be referred to building-level district points of contact.
2. District points of contact will send all names to the Special Education Department to screen for special education services.
3. If a student has an IEP or 504, further evaluation of the student's likelihood for success will occur in the SPED Department.
4. The ARD Team will determine if the online dropout recovery placement is appropriate.
5. As determined by the ARD Team:
 - The district point of contact will refer students to the online dropout recovery program for re-engagement.
 - The ARD Team including one or more teachers from Graduation Alliance will review IEPs for any ongoing needs or changes that may need to occur.

- Students will continue to receive specially designed instruction from the district, during school hours online. Students will not receive a combination of on and off-campus instruction.
6. General education accommodations provided by the online dropout recovery program include a curriculum designed in accordance with the principles of Universal Design for Learning described in the section below. Additionally, a complete list of general education accommodations available to students in the program is available in the Policy and Operations Handbook.

Appropriately licensed special education personnel providing special education services will be provided by the district. Texas state-licensed general education teachers with at least a baccalaureate degree will be provided for the online dropout recovery program.

CTE

The online dropout recovery program offers several courses aligned to TX CTE standards, including Principles of Allied Health, Health Science and Technology, and Foundation of Education. Additional TX CTE-aligned courses are expected during the 2025-26 school year and include Web Design, Information Technology, Fundamentals of Financial Services, and Medical Terminology. These courses will be taught by CTE-certified teachers.

Pregnancy Related Services

While students who are pregnant or parenting may be offered the opportunity to participate in this program, they will not be receiving CEHI through this program and therefore will not be coded as receiving Pregnancy Related Services.

Bilingual Education

The district will maintain its responsibility for ELL assessment, placement, and services required for identifying and serving non-English Language Proficient students in accordance with state law, including, where necessary, translation services.

The online dropout recovery program administrators will work with the district to implement the program as a support to students gaining more fluency in English vocabulary. These supports include curriculum support and communication and mentoring support for students and families.

Curriculum Supports

The curriculum selected for this program was developed in alignment with the rubric for k12 online learning developed by Quality Matters, a national third-party validator of best practices in online learning. In addition to putting its curriculum team through the Quality Matters training and using the rubrics to inform design, the curriculum is in the process of being reviewed by Quality Matters evaluators to review and evaluate both its approach to instructional design and individual courses' alignment to standards. Evaluators reviewing content assess for and confirm the accuracy of content, freedom from bias, and accessibility of design following the principles of Universal Design of Instruction.

Curriculum design practices as they relate to accessibility for students with disabilities and limited English proficiency include:

Multiple Means of Engagement

- Each course includes a Course Success Strategies lesson with support resources and helpful instructions to help students engage with the material and assignments.
- Learning objectives are clearly stated in terms accessible to the students. ● Lessons include various displays of information and auto-graded activities for students to practice for example flashcards, compare and contrast card sorting, tabbed information, videos, pop-up questions, etc.
- Assignments are written by our teachers to be authentic to our population. ● Courses include class discussions for students to reflect and respond to each other. ● Students are introduced to their instructor at the beginning of the course.

Multiple Means of Representation

- Course content is provided using lesson text, images, videos, and articles. ● Images are tagged with alternate text for accessibility with screen readers. ● Videos include closed captions or alternate text is made available for students to access information.
- Course content is scaffolded for students to build application of skills. ● New terms and concepts are explained in the lesson or with interactive hover-over tooltips.
- Diverse avatar characters and other imagery of diverse learners appear throughout the courses.

Multiple Means of Action & Expression

- Lessons include multiple options for navigation between pages.
- Students receive immediate feedback for in-lesson pop-up questions as well as auto-graded quizzes.
- Students demonstrate various applications of skills by completing assignments that include essay writing, presentations, role-playing, audio and/or video recordings, and class discussions.

Communications and Mentoring Supports

Additional supports for Limited English Proficient family members include translations of outreach materials in languages identified by the district. Bilingual outreach counselors and Academic Coaches are available to support Spanish-speaking students and families.

7. OFSDP requires a teacher of record to record the actual number of students' instructional minutes on any given day. Explain the following:

In accordance with SAAH 11.6.4, "Attendance Accounting and FSP Funding for OFSDP Participation through an Online Dropout Recovery Education Program,"

- a. **How the classroom teacher will verify the number of instructional minutes a student receives each day.** A student will be counted as in attendance for 60 minutes each school day of membership, as defined by SAAH 11.6.4, for each course they are taking and ultimately complete online.

Graduation Alliance will provide attendance records to the district monthly.

- b. **How the district will make sure that minutes for students who did not attend a minimum of 45 minutes on a particular day are not reported for funding.** Students enrolled in an Online Dropout Recovery OFSDP are considered scheduled for and receive instruction for 60 minutes each day for each virtual course enrolled. Each online dropout recovery education program course is considered 60 minutes of daily classroom time for purposes of the two through four-hour rule. At the end of the year, the student's attendance minutes will be adjusted to reflect attendance minutes only for the courses they successfully completed with a 70% or better.

- c. **How the district will ensure that students transferring from the traditional program (ADA Codes 0-6) to OFSDP (ADA Codes 7-8) will not generate more than one ADA in total for the school year and that students will not receive more than 10,800 minutes per course. It is recommended that the district apply the following formula to determine the maximum OFSDP minutes a student is eligible = (Calendar School Days - Traditional Days Present x 240).**

A student who transfers into the program from the traditional program will be reported for no more than 1.0 total ADA for the year, with traditional program hours generated taking priority in the calculation and reporting. The district anticipates using the following formula to determine ADA generated by students transferring from traditional programming to the OFSDP online dropout recovery program: (District Calendar Days - Traditional Days) x 240 minutes = possible number of OFSDP attendance minutes.

- d. **How the district will ensure that students are not coded in a traditional program on the same day that the student is accumulating OFSDP instructional minutes.**

Graduation Alliance will send the district and the state PEIMS clerk a monthly enrollment report. The district must approve every student enrolled in the program. The district then confirms enrollment with the PEIMS clerk. This report can be used to validate monthly appropriate coding by the PEIMS clerk.

- e. **How the district will ensure that attendance practices and records comply with Sections 2.2.3 and 11.6 of the Student Attendance Accounting Handbook.** The district administrator overseeing the program will work with the online dropout recovery program administrators to ensure that relevant data is provided securely for the Student Detail Audit reports as applicable and required for online dropout recovery programs.

This response should specifically address specifications in the respective sections of SAAH as it relates to student login and anyone accessing student data. Does this program meet all of the following requirements, per SAAH 2.2.3?

- **How will the teacher of record report attendance to the district, electronically or by paper?** Through our contracted educational service provider, students are enrolled in asynchronous courses through a proprietary online portal that records attendance and student activities

electronically. Teachers of record may verify student attendance data live at any time in the portal.

- **Will the program provide the student with a secure login that will track participation/progress?** The contracted education service provider will

7
provide students with a secure login to access the online portal by logging in with single-sign-on (SSO) credentials with multi-factor authentication. This secure login allows all student participation to be time-stamped and progress to be retained via a live dashboard.

- **How will records (monthly progress reports or any other documents related to the course) be retained? (monthly progress reports regarding student progress must be part of the record-keeping process)** The online dropout recovery program and district will retain electronic records in accordance with the records retention schedule of the state.
- **Will the program provide teachers, administrators, and counselors log on to the system using distinct secret passwords? Specify who will have access to this information.** All other users (teachers, administrators, counselors, district personnel with an educational need to know, and parents) access the student portal with an email address and strong password combination. Passwords are stored in an encrypted form and cannot be seen or recovered. Users can request password resets automatically. Each user must have a unique email address and password to access the portal,
- **Does the system provide a time-out (automatic shutoff) feature if the program has not had any activity in an appropriately short period of time (for example, 10 minutes)?** Yes, the online portal has an automatic shutoff feature for inactivity. Notification of a “session expired” will appear on the screen and the system will require the individual to log back into the system.
- **Does the program have the ability to report the date, time, and identity of the teacher entering the attendance data, upon request? (This would be for the school PEIMS system.)** Yes, the program has the ability to document the date, time, and identity of the teacher of the course. Because this is an OFSDP online dropout recovery program, and confirmed by TEA’s Financial Compliance Division, this data is collected only to fulfill audit requests and does not need to be reported within the PEIMS system.
- **How will the district ensure security when accessing and monitoring student progress and attendance throughout the program?** All District users (teachers, administrators, counselors, and district personnel with an educational need to know) access the student portal with an email address and strong password combination. Passwords are stored in an encrypted

form and cannot be seen or recovered. Users can request password resets automatically.

8

- f. How Student Detail Audit reports for the OFSDP track will be reviewed and certified each six-week attendance reporting period.** The district will track dates of course enrollments and completions through the secure online portal provided by its partner, Graduation Alliance. Using this data, the district can verify the course completion data to each individual student on the Student Detail Audit report defined by SAAH 2.3.1. District administrators can access the dashboard and student information in the online portal according to role-based permissions. Course registration and student enrollment reports will be sent electronically through a secure FTP site with separate, secure login credentials. The online dropout recovery program and district will retain electronic records in accordance with the requirements of the state.

In addition to having immediate, 24x7 access to Graduation Alliance's secure online student portal, the district will receive monthly progress reports from Graduation Alliance. The district confirms that six-week attendance and student academic reports are both reviewed and certified accordingly.

- 8. If eligible OFSDP students participate in a credit recovery program offered in the summer, funding is limited to the attendance necessary for the student to recover class credit. Please describe how attendance will be monitored to ensure additional minutes are not reported for funding.**

Credit recovery will not be offered to OFSDP students for loss of credit due to insufficient attendance, per the 90% attendance requirement. OFSDP-approved students may only earn course completion credit(s) as defined by the district-approved school calendar.

- 9. If students are attending a community-based dropout recovery education program offered online as defined by TEC, §29.081 (e-2), must include the following:**

The proposed program is a community-based dropout recovery education program offered online as defined by TEC 29.081 (e-2).

- a. Will the district operate the dropout recovery education program or utilize an**

education management organization? If services will be contracted, please provide the accreditation status and the name of the accrediting agency.

The district will utilize an Education Management Organization by contracting with Graduation Alliance. Graduation Alliance is accredited by Cognia, which is also the accreditor for public schools across the US. In 2021, based on the review of Cognia's

9

trained evaluators, Cognia presented Graduation Alliance with an Index of Educational Quality of 374 (out of 400), compared to a Cognia Institution Network five-year average of 278-283. As a result, in 2021, Cognia named Graduation Alliance a School of Distinction for "effectively implementing high-quality instruction, showing consistent organizational effectiveness, and...demonstrating an energetic and sustained commitment to learners."

b. Indicate how students will be offered or provided referrals for mental health services.

Upon a teacher, local advocate, or academic coach identifying student needs, the students will be referred to the designated district counselor who can advance referrals as appropriate.

10. If students are attending a dropout recovery program offered in a remote or hybrid setting, as defined by TEC, §19.081 (e-2):

a. Describe the curriculum credentials, certifications, or other course offerings that relate directly to employment opportunities in the state.

First and foremost, the online dropout recovery program provides students with the opportunity to earn an accredited high school diploma providing students the opportunity to pursue the option to continue their educational endeavors.

Additionally, the online dropout recovery program curriculum offers elective courses that

align with the 2025-26 Approved List of Industry-Based Certification including:

Dropout Recovery Elective	2025-2026 IBC List Certification
COS211 Child Development	430 Child Development Associate
ART211 Digital Photography	1036 Certified Professional Photographer
MAT300 Financial Literacy	1018 WB-920 Microsoft Dynamics 365 Fundamentals Finance and Operations Apps
Lifetime Nutrition and Wellness	1032 Pre-professional Certificate, Food, and Wellness
Principles of Allied Health	1022 Nationally Registered Certified EKG Technician 380 Certified EKG Technician 786 Patient Care Technician 470 Certified Clinical Medical Assistant
Principles of Information Technology	1077 Information Technology Specialist: HTML and CSS 1078 Information Technology Specialist: HTML5 Application Development 1079 Information Technology Specialist: Java 1080 Information Technology Specialist: JavaScript 1081 Information Technology Specialist: Networking
Professional Communication	937 Audio-Visual Communications
Social Media Marketing	1042 Student Social Media Marketing Certification
Web Design	1049 Web Design

11

b. Describe the individual learning plan or process used to monitor each student's progress. Academic Coaches work with students to develop a written individual learning plan (ILP) based on their past credits, outstanding requirements, and student interests. The individual learning plan details the remaining courses to be taken and a potential sequence that can be changed in consultation with the Academic Coaches, as well as any non-course-based graduation requirements needed to finish high school. The learning plan is available to the student via the Online Portal. Academic Coaches monitor student performance against the individual learning plan at least monthly and adjust it as necessary.

c. Indicate how students will be served by an academic coach and local advocate. The online dropout recovery program includes **Academic Coaches** and **Local Advocates** for each student as part of this program. Each student enrolled in the program will be

assigned an Academic Coach. The Academic Coach is responsible for monitoring student's pace and progress and provides regular contact with the student via phone, email, or IM. During these interactions, the Academic Coach reviews progress with the student, resolves issues, and provides support in case the student is having difficulties with the program. Students work with Local Advocates based in the community who are experts in leveraging local resources to help students address the social needs that must be met if students are going to focus on school success. Local Advocates meet face-to-face and virtually with students (where allowable by district policy) to connect students to the programs and services they need to overcome the life obstacles that previously prevented academic success.

d. Indicate the date of the month that monthly student progress reports will be provided to the student's school district. The online dropout recovery program provides monthly progress reports detailing the previous month's progress status for each student to the district administrator overseeing the program on the first day of each month.

e. Provide the location and a brief description of the in-person student engagement center. Through the district, the student engagement center is inclusive of support services during regular operating hours. Students have access to the library, student resource center, and any additional student tutoring or support services through Mercer-Blumberg Learning Center.

Optional Flexible School Day Program (OFSDP) - Appendix 5

094901

SEGUIN ISD

School Year 2025-2026

Students may not be reported with more than one ADA in total on the 42400 Basic Attendance Collection 3 and 42500 Flex Attendance in collections 3 and 4	Eligibility Designation 1 = TEC §29.081 At-Risk Students 2 = TEC §25.092 Minimum Attendance 3 = TEC §29.908 Early College High School 4 = TEC §39A.107 Campus Turnaround Plan 5 = Credit Recovery** 6 = TEC §29.081(e-1) Campus-Based Dropout Recovery Program 7 = TEC §29.081(e-2) Remote/Hybrid Dropout Recovery Program	School Year Period of Agreement Reported in TSDS PEIMS Summer Collection 3 Program start date must be 30 days after application submission. Program end date must not exceed the last day of the regular school calendar.	Summer Period of Agreement Reported in TSDS PEIMS Extended Collection 4 **Credit Recovery - Designation 5 Summer period of agreement should not exceed 30 days or extend past July 31st.
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Nine Digit District and Campus Number	Campus Name	1	2	3	4	5	6	7	Estimated Students Participating	Program Start Date	Program End Date	Proposed Days: SUMTWTWFS	Minutes Offered Per Day	Summer Program Start Date	Summer Program End Date	Proposed Days: SUMTWTWFS	Minutes Offered Per Day
094901001	SEGUIN H S	1	2	3		5			75	8/25/2025	5/22/2026	SUMTWTWFS	240	6/2/2026	7/2/2026	SUMTWTWFS	240
094901002	MERCER & BLUMBERG LRN CTR	1	2					7	100	8/25/2025	5/22/2026	SUMTWTWFS	240	6/2/2026	7/2/2026	SUMTWTWFS	240
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INFORMATION ITEM: **Emergency Operations and Safety Protocols (closed session)**

RECOMMENDATION: That the Board of Trustees receive information regarding the safety updates to the 2025-2026 Seguin ISD Emergency Operations Plan.

RATIONALE: The District’s Emergency Operations Plan (EOP) is updated annually in conjunction with the District Safety and Security Committee. It is best practice for the EOP to be reviewed by the Board of Trustees.

REFERENCE and COMPLIANCE: CKC (LEGAL) (LOCAL) Safety Program/Risk Management Emergency Plans

PAPERWORK IMPACT: Minimal

BUDGET IMPACT INFORMATION: None

EXHIBITS: 2025-2026 Emergency Operations Plan

RESOURCE PERSONNEL: Dr. Ruben Carrillo, Chief of Technology and Security

Submitted by:
 (Name) Dr. Jack Lee, Superintendent
 (Address) 1221 E. Kingsbury St., Seguin, TX 78155
 (Telephone) (830) 401-8614
 (Date) 07/22/25

Minutes of Public Meeting

The Board of Trustees

Seguin ISD

A Public Meeting of the Board of Trustees of Seguin ISD was held Tuesday, June 17, 2025, beginning at 6:00 PM in the Board Room, 1221 E. Kingsbury, Seguin, Texas.

Present: Joshua Bright, Lisa Burns, Denise Crettenden, Linda Duncan, William Dwyer, Alejandro R. Guerra, Grace Mueller, and Elizabeth Banks, Interim Superintendent and Chief Financial Officer

Absent:

Also Present: Dr. Ruben Carrillo, Chief Technology and Security Officer; Monica Lyons, Chief Academic Officer; Joel Trevino, Chief Human Resources Officer; Dr. Kenneth Vogel, Chief of Student Support Services; Emily Allen, Executive Director of Communications, and Nancy Ramirez, Superintendent Secretary.

1. Call to Order

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

2. Public Meeting to Discuss the Budget and Proposed Tax Rate for the 2025-2026 School Year

The Board met to discuss the Budget and Proposed Tax Rate for the 2025-2026 school year. All questions and comments from the board were addressed. There were no questions from the public.

3. Adjourn

The meeting adjourned at 6:09 p.m.

Secretary/July 22, 2025

President/July 22, 2025

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, June 17, 2025, beginning at 6:30 p.m. in the Board Room, 1221 E. Kingsbury, Seguin, Texas.

Present: Joshua Bright, Lisa Burns, Denise Crettenden, Linda Duncan, William Dwyer, Alejandro R. Guerra, Grace Mueller, and Elizabeth Banks, Interim Superintendent and Chief Financial Officer

Absent:

Also Present: Dr. Ruben Carrillo, Chief Technology and Security Officer; Monica Lyons, Chief Academic Officer; Joel Trevino, Chief Human Resources Officer; Dr. Kenneth Vogel, Chief of Student Support Services; Emily Allen, Executive Director of Communications; Robert Gonzales, Director of Maintenance; Addison Kraus, Director of Human Resources; Alberto Munoz, Seguin High School Principal; Robyn Popa, with Pfluger Architects, and Nancy Ramirez, Superintendent Secretary.

1. Call to Order

A. Mrs. Crettenden called the meeting to order at 6:30 p.m. and a quorum was established. The meeting of the Seguin ISD was 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:

Ms. Banks provided the board and community with highlights, upcoming key dates, and event information since the last board meeting, which included recognizing staff and student achievements and successes from across the district. She also thanked the staff and Seguin ISD community for their support as she steps into this temporary role as interim superintendent.

D. Board Member Reports:

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

2. Recognition/Campus Presentations

A. Student/Staff/Board/Community Recognition

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

- **Superintendent's Apple Award**

Dr. Vijil was honored to recognize Robert "Bo" Gonzales, Director of Maintenance, as the June recipient of the Superintendent's Apple Award for going above and beyond daily duties to cultivate, inspire, and empower his colleagues, staff and the Seguin ISD community.

3. Audience with the Board

No one signed up to address the Board.

4. Closed Meeting –The Board went into closed session at 6:47 p.m.

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

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

C. Pursuant to Texas Government Code Section § 551.074 – Discussion of superintendent applicants.

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

E. Pursuant to Texas Government Code Section § 551.0821 – Deliberation regarding public school student.

5. Reconvene to Open Meeting: The Board reconvened at 7:26 p.m.

A. Possible action to select superintendent finalist.

Ms. Duncan moved, seconded by Mrs. Mueller, to select a lone finalist as discussed in closed session. Mrs. Crettenden introduced Dr. Jack Lee.

Ayes: Bright, Burns, Crettenden, Duncan, Dwyer, Guerra, and Mueller

Nays: None

The Board recessed from 7:34 p.m. until 7:54 p.m.

B. 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. Reports/Information Items:

A. Long-Range Facility Planning Update

The Board of Trustees received an update regarding the Long-Range Facility Planning meetings and status of the committee’s recommendation to the Board.

B. 2025-2026 Seguin High School Bell Schedule

The Board of Trustees received information on the 2025-2026 Seguin High School Bell Schedule. The new bell schedule adjustment at Seguin High School is intended to enhance instructional continuity, operational efficiency, and student success. The current schedule disrupts learning by splitting 4th period around lunch, negatively affecting lesson flow and student engagement. A revised schedule would eliminate this interruption, improve attendance tracking, and allow for smaller, safer lunch groups. It also opens the door for future opportunities for academic interventions, enrichment, and more consistent instructional time, benefiting both students and teachers.

C. 2024-2025 Istation Indicators of Progress (ISIP) End of Year (EOY) Data

The Board of Trustees received an update regarding ISIP EOY Data. The purpose of this report is to present the progress of students using ISIP EOY Data.

D. Personnel Information – Professional Employees

The Board of Trustees received information regarding the following resignations and acknowledged

the new professional hires for the 2025-2026 school year listed below:

New Hire Elections:

Name	Location	Title	Effective Date
Cantu, Rosemary	Seguin High School	Biology Teacher	08/01/25
Galvan, Kamryn	Ball Early Childhood Center	Pre-kindergarten Teacher	08/01/25
Guenther, James	Discipline Alternative School at Saegert	Social Studies Teacher	08/01/25
Hale, Kenneth	Jim Barnes Middle School	Physical Education Teacher & Boys Coach	08/01/25
Keane, Cami	Koennecke Elementary	Special Education Intervention Teacher	08/01/25
Kinkade-Dyal, Erin	Jim Barnes Middle School	Art Teacher	08/01/25
Kissee, Scott	Seguin High School	Physical Education Teacher & Defensive Coordinator	08/01/25
McCrohan, Desmond	Jim Barnes Middle School	Special Education Intervention Teacher	08/01/25
*Morris, Lynze	Patlan Elementary	Dyslexia Interventionist	08/01/25
Ramirez-Chalfant, Michelle	Patlan Elementary	4th Grade Math & Science Teacher	08/01/25
Robbins, Stephanie	Weinert Elementary	1st Grade Teacher	08/01/25
Shaw, Hillary	Vogel Elementary	Kindergarten Teacher	08/01/25

*returning employee

Resignations:

Brohm, Sarah, Jim Barnes Middle School, effective 5/29/25

Ms. Brohm, Instructional Coach, has resigned to work for another school district.

Ms. Brohm has 3 years with Seguin ISD.

Crockett, Amy, Rodriguez Elementary, effective 5/29/25

Ms. Crockett, 2nd Grade Teacher, has resigned due to personal reasons.

Ms. Crockett has 1 year with Seguin ISD.

Garza, Audre, Weinert Elementary, effective 5/29/25

Ms. Garza, 1st Grade Teacher, has resigned due to personal reasons.

Ms. Garza has 1 year with Seguin ISD.

Hernandez, Maria, Patlan Elementary, effective 5/29/25

Ms. Hernandez, Teacher, has resigned due to family reasons.

Ms. Hernandez has 5 years with Seguin ISD.

Kelso-Canham, Krysta, Seguin High School, effective 6/20/25

Ms. Kelso-Canham, Agricultural Science Teacher, has resigned due to personal reasons.

Ms. Kelso-Canham has 8 years with Seguin ISD.

Lee, Carrington, Weinert Elementary, effective 5/29/25

Ms. Lee, 3rd Grade Teacher, has resigned due to personal reasons.

Ms. Lee has 5 years with Seguin ISD.

Ray, Shelly, Ball Early Childhood Center, effective 6/03/25

Ms. Ray, Counselor, has resigned to work for another school district.

Ms. Ray has 6 years with Seguin ISD.

Rodriguez, Gerard, Mercer-Blumberg Learning Center at Saegert, effective 6/10/25

Mr. Rodriguez, Counselor, has resigned due to personal reasons.

Mr. Rodriguez has 34 years with Seguin ISD.

Rodriguez, Leticia, Jim Barnes Middle School, effective 5/29/25

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

Ms. Rodriguez has 6 years with Seguin ISD.

Schley-Luera, Kari, Vogel Elementary, effective 5/29/25

Ms. Schley-Luera, 5th Grade Teacher, has resigned due to relocation.

Ms. Schley-Luera has 6 years with Seguin ISD.

Toliver, Shawn, Seguin High School, effective 7/25/25

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

Mr. Toliver has 10 years with Seguin ISD.

E. Introduction of Newly Appointed Administrators

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

- **Addison Kraus – Director of Human Resources**
- **Alberto Munoz – Seguin High School Principal**

F. Financial Statements for April 2025

The Board of Trustees received an update regarding the financial statements for the General Fund, Child Nutrition Fund, and Debt Service Fund for April 2025.

G. New Vendors

The Board of Trustees received an update regarding vendors that have responded to requests for proposals and are being added to the district's approved vendor list.

H. Purchases made over \$50,000

The Board of Trustees received an update regarding purchases made greater than \$50,000.

7. Consent Agenda Items – Consider and Possible Approval:

A. Approval of Board Minutes for:

Regular Meeting, May 20, 2025

Special Meeting, May 28, 2025
Special Meeting, May 31, 2025
Special Meeting, June 2, 2025
Special Meeting, June 9, 2025

B. Approval of Tax Collection Reports for May 2025

The Board of Trustees approved the Guadalupe County Tax Office Monthly Recap from Daryl John, Guadalupe County Tax Assessor-Collector, for May 2025. The Texas Property Tax Code requires the collector of taxes for a taxing unit to prepare a written report of tax collections made for the preceding month. The Guadalupe County Tax Assessor-Collector collects ad valorem taxes for the District.

C. Approval of Proposed Budget Amendments for June 2025

The Board of Trustees approved the proposed budget amendments and financial statements for the Child Nutrition Fund as of June 2025.

D. Approval of Donations Received May 2025

The Board of Trustees approved the donations received by the District during the month of May 2025. The District received donations in the amount of \$5,000.00 from various business and individuals. District Board Policy CDC (LOCAL) states "... any (unsolicited) gift that the potential donor has expressly made conditional upon the District's use for a specified purpose, or any gift of real property, shall require Board approval."

E. District-Wide Student Accident/Catastrophic Insurance from the Brokerage Store, Inc.

The Board of Trustees approved the District-Wide Student Accident/Catastrophic Insurance from the Brokerage Store, Inc. The District awarded the student accident insurance to The Brokerage Store through a bid process in June 2024. This is the second year of the two-year rate guarantee for group UIL and catastrophic coverage. The coverage also includes an additional service for felonious assault for students and staff. The total for all services for the school year 25-26 is \$47,275.

F. Acknowledge Public Information Act Requests May 2025

The Board of Trustees acknowledged the Public Information Act requests received since May 10, 2025.

Mr. Dwyer moved, seconded by Ms. Duncan, to accept the Consent Agenda Items as listed:

A. Approval of Board Minutes for:

Regular Meeting, May 20, 2025
Special Meeting, May 28, 2025
Special Meeting, May 31, 2025
Special Meeting, June 2, 2025
Special Meeting, June 9, 2025

B. Approval of Tax Collection Reports for May 2025

C. Approval of Proposed Budget Amendments for June 2025

D. Approval of Donations Received May 2025

E. District-Wide Student Accident/Catastrophic Insurance from the Brokerage Store, Inc.

F. Acknowledge Public Information Act Requests May 2025

Ayes: Bright, Burns, Crettenden, Duncan, Dwyer, Guerra, and Mueller

Nays: None

8. Action Items

A. Personnel Action – Professional Employees

Mr. Bright moved, seconded by Mr. Dwyer, to accept the recommendations by Administration for 8.A.1. - 8.A.5.

- 8.A.1. Essential Academics Specialist - Jennifer De La Cruz
- 8.A.2. Speech and Language Pathologist Assistant - Emely Molina
- 8.A.3. Barnes Middle School Associate Principal - Andrew Mason
- 8.A.4. Chief Human Resources Officer - Jeremy Nueman
- 8.A.5. Occupational Therapist Assistant - Emily Tovar

Ayes: Bright, Burns, Crettenden, Duncan, Dwyer, Guerra, and Mueller

Nays: None

8.A.6. Director of Special Education

This item was pulled by administration. No action was taken on this item.

C. Adoption of 2025-2026 Budgets for the General Operating Fund, Child Nutrition Fund, and Debt Service Fund

Mrs. Burns moved, seconded by Mrs. Mueller, for the adoption of the 2025-2026 Budgets as presented.

Ayes: Bright, Burns, Crettenden, Duncan, Dwyer, Guerra, and Mueller

Nays: None

9. Board Comments and Request

Mr. Guerra and the Board thanked Mr. Trevino for his service as the outgoing Chief of Human Resources.

Ms. Duncan invited the community to Freedom Fiesta on Saturday, July 5.

Mrs. Crettenden also invited the community to the ACE Summer musical performance of “Seussical, Jr.” on Thursday, June 19 at 6 p.m. at the SHS Performing Arts Center.

Mr. Bright asked when the STAAR scores would be presented; Ms. Lyons said that would be presented at a workshop in July once all data is released.

All prior Board requests have been addressed.

10. Adjourn

Ms. Duncan moved, seconded by Mr. Bright, to adjourn the meeting. The meeting adjourned at 9:11 p.m.

Ayes: Bright, Burns, Crettenden, Duncan, Dwyer, Guerra, and Mueller

Nays: None

Secretary/July 22, 2025

President/July 22, 2025

Minutes of Special Meeting

The Board of Trustees

Seguin ISD

A Special Meeting of the Board of Trustees of Seguin ISD was held Monday, June 30, 2025, beginning at 6:00 p.m. in the Board Room, 1221 E. Kingsbury, Seguin, Texas.

Present: Joshua Bright, Linda Duncan, William Dwyer, Alejandro R. Guerra, Grace Mueller, and Elizabeth Banks, Interim Superintendent

Absent: Lisa Burns and Denise Crettenden

Also Present: Dr. Ruben Carrillo, Chief Technology and Security Officer; Jeremy Nueman, Chief Human Resources Officer; Pete Silvius, Director of Whole Child Initiatives and the Irma Lewis Outdoor Learning Center (ILOLC); Michelle Hartmann, Deputy Superintendent, Fort Davis ISD (Contractor); Zachary Stingl, Director of the Will Smith Zoo School (WSZS), San Antonio Zoo; Amanda McMickle, Vice President-Education, San Antonio Zoo; Nancy Ramirez, Superintendent Secretary, and Media.

1. Call to Order

A. Ms. Duncan called the meeting to order at 6:01 p.m. and a quorum was established.

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

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

2. Audience with the Board

No one signed up to address the Board.

3. Closed Session: The Board adjourned into closed session at 6:03 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 – Consultation with legal counsel regarding legal issues related to the A.J. Briesemeister construction project.

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

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

E. Pursuant to Texas Government Code Section § 551.0821 – Deliberation regarding public school student.

4. Reconvene to Open Meeting: The Board reconvened at 6:50 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.

5. Action Items:

A. Personnel Action - Professional Employees

- 5.A.1. Director of Special Education
- 5.A.2. Director of Accountability and Teacher Incentive Allotment
- 5.A.3. Federal Programs Coordinator
- 5.A.4. MBLC Principal
- 5.A.5. SHS Associate Principal
- 5.A.6. SHS Assistant Principal
- 5.A.7. AJB Associate Principal
- 5.A.8. AJB Assistant Principal
- 5.A.9. Barnes Assistant Principal
- 5.A.10. Ball Speech & Language Pathologist Assistant
- 5.A.11. Ball ARD Facilitator/Instructional Coach
- 5.A.12. Occupational Therapist

Mr. Bright moved, seconded by Mr. Dwyer, to approve the recommendations by Administration for 5.A.1 – 5.A.12.

- 5.A.1. Director of Special Education - Rebecca Bloxham
- 5.A.2. Director of Accountability and Teacher Incentive Allotment – Kristi Miranda
- 5.A.3. Federal Programs Coordinator – Justin Villa
- 5.A.4. MBLC Principal – Dr. Michael Duffek
- 5.A.5. SHS Associate Principal – Jose Falcon
- 5.A.6. SHS Assistant Principal – Natalie McFadden
- 5.A.7. AJB Associate Principal – Joseph Alvarez
- 5.A.8. AJB Assistant Principal – Gabriela Blancarte
- 5.A.9. Barnes Assistant Principal – Ernesto Gonzalez
- 5.A.10. Ball Speech & Language Pathologist Assistant – Kathryn Morales
- 5.A.11. Ball ARD Facilitator/Instructional Coach – Tracy Tate
- 5.A.12. Occupational Therapist – Sara Maier

Ayes: Bright, Duncan, Dwyer, Guerra, and Mueller

Nays: None

B. Discussion and Possible Approval to Select an Auditor for an Efficiency Audit

Mr. Guerra moved, seconded by Mr. Bright, to approve the selected auditor, Moak Casey for the efficiency audit. Moak Casey performed the district's efficiency audit last year. The district's independent auditor can also perform this function, but Moak Casey will also verify revenue projections and the truth in taxation piece required with a VATRE. Both of these services cannot be performed by the district's independent auditor.

Ayes: Bright, Duncan, Dwyer, Guerra, and Mueller

Nays: None

C. Early Childhood Partnership - Zoo School San Antonio

Mr. Bright moved, seconded by Mr. Dwyer, to approve the Early Childhood partnership with the Zoo School of San Antonio that will be located at the Irma Lewis Outdoor Learning Center

(ILOLC). This partnership will create a pre-k program at the ILOLC. It will also allow Seguin ISD to co-enroll kindergarten students at the San Antonio Zoo School location.

Ayes: Bright, Duncan, Dwyer, Guerra, and Mueller

Nays: None

6. Adjourn

Mr. Bright moved, seconded by Mr. Dwyer, to adjourn the meeting. The meeting adjourned at 8:00 p.m.

Ayes: Bright, Duncan, Dwyer, Guerra, and Mueller

Nays: None

Secretary/July 22, 2025

President/July 22, 2025

ACTION ITEM:

Approval of Tax Collection Reports for June 2025

RECOMMENDATION:

That the Board of Trustees approves the Guadalupe County Tax Office Monthly Recap from Daryl John, Guadalupe County Tax Assessor-Collector for June 2025.

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 June 2025:

Current	\$ 719,000
Delinquent	35,750
Penalty and Interest	71,921
Total Monthly Collections	<u>\$ 826,670</u>

Total Tax Collections Year to Date	<u>\$ 57,592,575</u>
------------------------------------	----------------------

Delinquent Tax Levy	3,169,341
Percent Collected through June 2025	60.56%
Percent of Tax Levy Collected last year	64.49%

EXHIBITS:

None

RESOURCE PERSONNEL:

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

Submitted by:

(Name)

Dr. Jack Lee, Superintendent

(Address)

1221 E. Kingsbury St., Seguin, TX 78155

(Telephone)

(830) 401-8614

(Date)

07/22/25

ACTION ITEM:

Approval of Proposed Budget Amendments for July 2025

RECOMMENDATION:

That the Board of Trustees approve the proposed budget amendments for the General Fund, Child Nutrition Fund, and Debt Service Fund as of July, 2025.

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.

This amendment will budget the funds required to make the district's QZAB payment (9 of 16) for fiscal year 2025-26. When originally initiated, the Board agreed to fund this payment out of Fund Balance for the duration of the obligation.

The majority of adjustments represent the redistribution of funds between previously budgeted functions and pertain to current staffing being recoded from Luling SSA costs (Function 93) back to district costs. The staff members will no longer be providing services to SSA students primarily at Weinert Elementary and Ball ECC.

Additionally, funds are being redirected to convert the half time Security Coordinator into a full time position by redirecting the half time Transportation Coordinator's funding to the appropriate account as well as redirecting funds budgeted for the Digital Learning Specialist to an Elementary Coordinator position.

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 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:

(Name)

Dr. Jack Lee, Superintendent

(Address)

1221 E. Kingsbury St., Seguin, TX 78155

(Telephone)

(830) 401-8614

(Date)

07/22/25

**SEGUIN ISD
GENERAL FUND
PROPOSED BUDGET AMENDMENT
July, 2025**

	Description	Approved Budget	Increase (Decrease)	Proposed Budget
Revenue:				
57XX	Local Revenue	\$ 39,709,360	\$ -	\$ 39,709,360
58XX	State Revenue	\$ 38,615,154	\$ -	\$ 38,615,154
59XX	Federal Revenue	\$ 767,000	\$ -	\$ 767,000
	Revenue Budget	\$ 79,091,514	\$ -	\$ 79,091,514
Expense:				
11 -	Instruction	\$ 44,994,828	\$ 884,659	\$ 45,879,487
12 -	Instructional Resources & Media Svcs	\$ 1,093,681	\$ -	\$ 1,093,681
13 -	Curr & Instructional Staff Development	\$ 592,703	\$ 600	\$ 593,303
21 -	Instructional Leadership	\$ 2,318,118	\$ 76,900	\$ 2,395,018
23 -	School Leadership	\$ 5,163,188	\$ -	\$ 5,163,188
31 -	Guidance & Counseling Services	\$ 3,133,002	\$ 45,483	\$ 3,178,485
32 -	Social Work Services	\$ 694,724	\$ -	\$ 694,724
33 -	Health Services	\$ 918,998	\$ -	\$ 918,998
34 -	Student Transportation	\$ 3,672,980	\$ (43,675)	\$ 3,629,305
35 -	Food Service	\$ -	\$ -	\$ -
36 -	Co-curricular Activities	\$ 2,278,671	\$ -	\$ 2,278,671
41 -	General Administration	\$ 3,556,289	\$ -	\$ 3,556,289
51 -	Plant Maintenance & Operations	\$ 8,838,321	\$ -	\$ 8,838,321
52 -	Security & Monitoring Services	\$ 1,599,854	\$ 43,675	\$ 1,643,529
53 -	Data Services	\$ 2,379,265	\$ (75,000)	\$ 2,304,265
61 -	Community Services	\$ 26,845	\$ -	\$ 26,845
71 -	Debt Services	\$ -	\$ 665,000	\$ 665,000
81 -	Facilities Acquisition & Construction	\$ -	\$ -	\$ -
93 -	Payments to Fiscal Agent/SSA	\$ 2,695,312	\$ (932,642)	\$ 1,762,670
99 -	Intergovernmental Charges (Appraisal Servs)	\$ 954,500	\$ -	\$ 954,500
	Expenditure Budget	\$ 84,911,279	\$ 665,000	\$ 85,576,279
	Assigned Fund Balance	\$ -	\$ -	\$ -
	Unassigned Fund Balance (Budget Deficit)	\$ (5,819,765)	\$ (665,000)	\$ (6,484,765)

**SEGUIN ISD
CHILD NUTRITION
PROPOSED BUDGET AMENDMENT
July, 2025**

	Description	Approved Budget	Increase (Decrease)	Proposed Budget
Revenue:				
57XX	Local Revenue	\$ 440,500	\$ -	\$ 440,500
58XX	State Revenue	\$ 55,500	\$ -	\$ 55,500
59XX	Federal Revenue	\$ 7,174,000	\$ -	\$ 7,174,000
	Revenue Budget	\$ 7,670,000	\$ -	\$ 7,670,000
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	\$ 7,643,500	\$ -	\$ 7,643,500
36	Co-curricular Activities	\$ -	\$ -	\$ -
41	General Administration	\$ -	\$ -	\$ -
51	Plant Maintenance & Operations	\$ 19,500		\$ 19,500
52	Security & Monitoring Services	\$ 7,000	\$ -	\$ 7,000
53	Data Services	\$ -	\$ -	\$ -
61	Community Services	\$ -	\$ -	\$ -
71	Debt Services	\$ -	\$ -	\$ -
81	Facilities Acquisition & Construction	\$ -	\$ -	\$ -
93	Payments to Fiscal Agent/SSA	\$ -	\$ -	\$ -
99	Intergovernmental Charges (Appraisal Servs)	\$ -		\$ -
	Expenditure Budget	\$ 7,670,000	\$ -	\$ 7,670,000
	Assigned Fund Balance	\$ -	\$ -	\$ -
	Unassigned Fund Balance (Budget Deficit)	\$ -	\$ -	\$ -

**SEGUIN ISD
DEBT SERVICE
PROPOSED BUDGET AMENDMENT
July, 2025**

	Description	Approved Budget	Increase (Decrease)	Proposed Budget
Revenue:				
57XX	Local Revenue	\$ 21,485,821	\$ -	\$ 21,485,821
58XX	State Revenue	\$ 2,100,000	\$ -	\$ 2,100,000
59XX	Federal Revenue	\$ -	\$ -	\$ -
	Revenue Budget	\$ 23,585,821	\$ -	\$ 23,585,821
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	\$ 23,585,821	\$ -	\$ 23,585,821
81 -	Facilities Acquisition & Construction	\$ -	\$ -	\$ -
93 -	Payments to Fiscal Agent/SSA	\$ -	\$ -	\$ -
99 -	Intergovernmental Charges (Appraisal Servs)	\$ -	\$ -	\$ -
	Expenditure Budget	\$ 23,585,821	\$ -	\$ 23,585,821
	Assigned Fund Balance	\$ -	\$ -	\$ -
	Unassigned Fund Balance (Budget Deficit)	\$ -	\$ -	\$ -

ACTION ITEM: **Adoption of Resolution Stating Review of Investment Policy and Designation of Investment Officers**

RECOMMENDATION: That the Board of Trustees adopt the attached resolution stating review of investment policy and investment strategies for the Seguin Independent School District and naming Investment Officers for the District.

RATIONALE: The attached resolution states that the Board of Trustees has reviewed the investment policy, and names the Superintendent, the Chief Financial Officer, and the Comptroller as the District's investment officers.

The investment policy of the District primarily emphasizes safety or principal and liquidity with additional consideration of diversification of the portfolio and investment yield. Authorized investments are designated and are all authorized by the Texas Public Funds Investment Act. Policies CDA (Legal) and CDA (Local) have been reviewed by the Chief Financial Officer. There have been no legislative changes to CDA (Legal) and no changes are recommended for CDA (Local). Both policies are attached.

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

PAPERWORK IMPACT: None

BUDGET IMPACT / INFORMATION: None

EXHIBITS: Exhibit 1 - Resolution
Exhibit 2 - Board Policy

RESOURCE PERSONNEL: Elizabeth Banks, Chief Financial Officer, RTSBA

Submitted by:
(Name) Dr. Jack Lee, Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614
(Date) 07/22/25

**Resolution Stating Review of Investment Policy
And Investment Strategies for the
Seguin Independent School District**

Whereas, School Board policy CDA (Legal) requires the Board of Trustees to review its investment policy and investment strategies not less than annually;

Whereas, the Board of Trustees of the Seguin Independent School District, "District", adopted Investment Policies for the District, in the form attached hereto as Exhibit "2," pursuant to Board policy CDA (Legal);

And Whereas, the Board of Trustees wishes to designate one or more employees of the District as investment officer to be responsible for the investment of its funds consistent with the Investment Policy;

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

Section 1. The Investment Policy, in the form attached hereto as Exhibit "2," and investment strategies contained in such policy has been reviewed and is hereby adopted with no changes.

Section 2. The Superintendent, the Chief Financial Officer – Elizabeth Banks, and the Comptroller – Perla Nevarez are hereby named as investment officers of the District to be responsible for the investment of its funds consistent with the Investment Policy.

Section 3. The provisions of the Resolution shall be effective as of the date of adoption and shall remain in effect until modified by action of the Board of Trustees.

Adopted this 22nd Day of July 2025.

Signature of President, Board of Trustees

Attest:

Signature of Secretary, Board of Trustees

Investment Authority

The Superintendent or other person designated by Board resolution shall serve as the investment officer of the District and shall invest District funds as directed by the Board and in accordance with the District's written investment policy and generally accepted accounting procedures. All investment transactions except investment pool funds and mutual funds shall be settled on a delivery versus payment basis.

**Approved
Investment
Instruments**

From those investments authorized by law and described further in CDA(LEGAL) under Authorized Investments, the Board shall permit investment of District funds, including bond proceeds and pledged revenue to the extent allowed by law, in only the following investment types, consistent with the strategies and maturities defined in this policy:

1. Obligations of, or guaranteed by, governmental entities as permitted by Government Code 2256.009.
2. Certificates of deposit and share certificates as permitted by Government Code 2256.010.
3. Fully collateralized repurchase agreements permitted by Government Code 2256.011.
4. A securities lending program as permitted by Government Code 2256.0115.
5. Banker's acceptances as permitted by Government Code 2256.012.
6. Commercial paper as permitted by Government Code 2256.013.
7. No-load mutual funds, except for bond proceeds, and no-load money market mutual funds, as permitted by Government Code 2256.014.
8. A guaranteed investment contract as an investment vehicle for bond proceeds, provided it meets the criteria and eligibility requirements established by Government Code 2256.015.
9. Public funds investment pools as permitted by Government Code 2256.016.

Safety

The primary goal of the investment program is to ensure safety of principal, to maintain liquidity, and to maximize financial returns within current market conditions in accordance with this policy. Investments shall be made in a manner that ensures the preservation of capital in the overall portfolio, and offsets during a 12-month period any market price losses resulting from interest-rate fluctuations by income received from the balance of the portfolio. No indi-

OTHER REVENUES
INVESTMENTS

CDA
(LOCAL)

vidual investment transaction shall be undertaken that jeopardizes the total capital position of the overall portfolio.

**Investment
Management**

In accordance with Government Code 2256.005(b)(3), the quality and capability of investment management for District funds shall be in accordance with the standard of care, investment training, and other requirements set forth in Government Code Chapter 2256.

**Liquidity and
Maturity**

Any internally created pool fund group of the District shall have a maximum dollar weighted maturity of 180 days. The maximum allowable stated maturity of any other individual investment owned by the District shall not exceed one year from the time of purchase. The Board may specifically authorize a longer maturity for a given investment, within legal limits.

The District's investment portfolio shall have sufficient liquidity to meet anticipated cash flow requirements.

Diversity

The investment portfolio shall be diversified in terms of investment instruments, maturity scheduling, and financial institutions to reduce risk of loss resulting from overconcentration of assets in a specific class of investments, specific maturity, or specific issuer.

**Monitoring Market
Prices**

The investment officer shall monitor the investment portfolio and shall keep the Board informed of significant changes in the market value of the District's investment portfolio. Information sources may include financial/investment publications and electronic media, available software for tracking investments, depository banks, commercial or investment banks, financial advisers, and representatives/advisers of investment pools or money market funds. Monitoring shall be done at least quarterly, as required by law, and more often as economic conditions warrant by using appropriate reports, indices, or benchmarks for the type of investment.

**Monitoring Rating
Changes**

In accordance with Government Code 2256.005(b), the investment officer shall develop a procedure to monitor changes in investment ratings and to liquidate investments that do not maintain satisfactory ratings.

Funds/Strategies

Investments of the following fund categories shall be consistent with this policy and in accordance with the applicable strategy defined below. All strategies described below for the investment of a particular fund should be based on an understanding of the suitability of an investment to the financial requirements of the District and consider preservation and safety of principal, liquidity, marketability of an investment if the need arises to liquidate before maturity, diversification of the investment portfolio, and yield.

Operating Funds

Investment strategies for operating funds (including any commingled pools containing operating funds) shall have as their primary

OTHER REVENUES
INVESTMENTS

CDA
(LOCAL)

objectives preservation and safety of principal, investment liquidity, and maturity sufficient to meet anticipated cash flow requirements.

Custodial Funds

Investment strategies for custodial funds shall have as their primary objectives preservation and safety of principal, investment liquidity, and maturity sufficient to meet anticipated cash flow requirements.

Debt Service Funds

Investment strategies for debt service funds shall have as their primary objective sufficient investment liquidity to timely meet debt service payment obligations in accordance with provisions in the bond documents. Maturities longer than one year are authorized provided legal limits are not exceeded.

Capital Project Funds

Investment strategies for capital project funds shall have as their primary objective sufficient investment liquidity to timely meet capital project obligations. Maturities longer than one year are authorized provided legal limits are not exceeded.

Safekeeping and Custody

The District shall retain clearly marked receipts providing proof of the District's ownership. The District may delegate, however, to an investment pool the authority to hold legal title as custodian of investments purchased with District funds by the investment pool.

Sellers of Investments

Prior to handling investments on behalf of the District, a broker/dealer or a qualified representative of a business organization must submit required written documents in accordance with law. [See Sellers of Investments, CDA(LEGAL)]

Representatives of brokers/dealers and representatives with distributors of investment pools shall be registered with the Texas State Securities Board and must have membership in the Securities Investor Protection Corporation (SIPC) and be in good standing with the Financial Industry Regulatory Authority (FINRA). Distributors of investment pools shall also be a registrant in good standing with the Municipal Securities Rulemaking Board (MSRB).

Soliciting Bids for CDs

In order to get the best return on its investments, the District may solicit bids for certificates of deposit in writing, by telephone, or electronically, or by a combination of these methods.

Interest Rate Risk

To reduce exposure to changes in interest rates that could adversely affect the value of investments, the District shall use final and weighted-average-maturity limits and diversification.

The District shall monitor interest rate risk using weighted average maturity and specific identification.

Internal Controls

A system of internal controls shall be established and documented in writing and must include specific procedures designating who

has authority to withdraw funds. Also, they shall be designed to protect against losses of public funds arising from fraud, employee error, misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by employees and officers of the District. Controls deemed most important shall include:

1. Separation of transaction authority from accounting and recordkeeping and electronic transfer of funds.
2. Avoidance of collusion.
3. Custodial safekeeping.
4. Clear delegation of authority.
5. Written confirmation of telephone transactions.
6. Documentation of dealer questionnaires, quotations and bids, evaluations, transactions, and rationale.
7. Avoidance of bearer-form securities.

These controls shall be reviewed by the District's independent auditing firm.

Annual Review

The Board shall review this investment policy and investment strategies not less than annually and shall document its review in writing, which shall include whether any changes were made to either the investment policy or investment strategies.

Annual Audit

In conjunction with the annual financial audit, the District shall perform a compliance audit of management controls on investments and adherence to the District's established investment policies.

ACTION ITEM: **Approval of Investment Report for the Fourth Quarter Ended June 30, 2025**

RECOMMENDATION: That the Board of Trustees approve the Investment Report for the Fourth Quarter Ended June 30, 2025.

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

This report is designed to allow the Board of Trustees to review the investment activity for the Fourth Quarter Ended June 30, 2025. The District's earnings rates, investment position, and yield information are presented for the period.

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

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

PAPERWORK IMPACT: None

BUDGET IMPACT / INFORMATION: None

EXHIBITS: Investment Report

RESOURCE PERSONNEL: Elizabeth Banks, Chief Financial Officer, RTSBA
Perla Nevarez, Comptroller, CTSBO

Submitted by:
(Name) Dr. Jack Lee, Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614
(Date) 07/22/25

**SEGUIN INDEPENDENT SCHOOL DISTRICT
INVESTMENT REPORT
FOURTH QUARTER ENDED JUNE 30, 2025**

<u>INVENTORY OF INVESTMENTS</u>	Weighted Average Maturity 1.0 Day	<u>Balance 6/30/2025</u>
GENERAL OPERATING FUND 199		
TexPool - Local Maintenance		1,213,568
Lone Star		18,085,500
Logic		489,409
MBIA		10,288,092
TOTAL GENERAL OPERATING FUND		<u>\$ 30,076,569</u>
Weighted Average Maturity		
 CHILD NUTRITION FUND 240		
Lone Star		<u>\$ 2,428,886</u>
Weighted Average Maturity		
 INTEREST & SINKING FUND 599		
TexPool		1,254,385
Lone Star		13,762,505
TOTAL INTEREST & SINKING FUND		<u>\$ 15,016,890</u>
Weighted Average Maturity		
 COMBINED SCHOOL BOND FUNDS 62X		
Lone Star		<u>\$ 75,332,806</u>
 OAK PARK MALL ENTERPRISE FUND 711		
TexPool		<u>\$ 60,247</u>
 WORKER'S COMPENSATION SELF-INSURANCE FUND 753		
TexPool		918,074
Lone Star		4,489,040
TOTAL WORKERS' COMPENSATION FUND		<u>\$ 5,407,113</u>
Weighted Average Maturity		
 STUDENT ACTIVITY TRUST & AGENCY FUND 865		
TexPool		<u>\$ 172,066</u>
Weighted Average Maturity		
 GRAND TOTALS		
		<u><u>\$ 128,494,578</u></u>

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

Elizabeth Banks, Interim Superintendent, Chief Financial Officer

Perla Nevarez, Comptroller

**SEGUIN INDEPENDENT SCHOOL DISTRICT
INVESTMENT REPORT
FOURTH QUARTER ENDED JUNE 30, 2025**

<u>INVESTMENT TRANSACTIONS</u>	<u>QUARTER BEGINNING BALANCE 4/1/2025</u>	<u>NET CHANGE</u>	<u>QUARTER ENDING BALANCE 6/30/2025</u>
GENERAL OPERATING FUND 199			
TexPool	1,202,557	11,011	1,213,568
Lone Star	28,092,595	(10,007,095)	18,085,500
Logic	482,218	7,191	489,409
MBIA	10,175,471	112,621	10,288,092
TOTAL GENERAL OPERATING FUND	\$ 39,952,841	\$ (9,876,272)	\$ 30,076,569
CHILD NUTRITION FUND 240			
Lone Star	\$ 2,179,709	\$ 249,177	\$ 2,428,886
INTEREST AND SINKING FUND 599			
TexPool	1,240,991	13,393	1,254,385
Lone Star	19,693,335	(5,930,830)	13,762,505
TOTAL INTEREST AND SINKING FUND	\$ 20,934,326	\$ (5,917,436)	\$ 15,016,890
COMBINED SCHOOL BOND FUNDS 62X			
Lone Star	\$ 37,117,944	\$ 38,214,862	\$ 75,332,806
OAK PARK MALL FUND 711			
TexPool	\$ 57,657	\$ 2,590	\$ 60,247
WORKER'S COMPENSATION SELF-INSURANCE FUND 753			
TexPool	908,271	9,802	918,074
Lone Star	4,312,079	176,961	4,489,040
TOTAL WORKERS' COMPENSATION FUND	\$ 5,220,350	\$ 186,763	\$ 5,407,113
STUDENT ACTIVITY TRUST & AGENCY FUND 865			
TexPool	\$ 170,229	\$ 1,837	\$ 172,066
GRAND TOTALS	\$ 105,633,058	\$ (15,353,342)	\$ 128,494,578

**SEGUIN INDEPENDENT SCHOOL DISTRICT
INVESTMENT REPORT
FOURTH QUARTER ENDED JUNE 30, 2025**

<u>YIELD ON INVESTMENTS</u>	<u>AVERAGE BALANCE</u>	<u>INTEREST INCOME</u>	<u>YIELD</u>
GENERAL OPERATING FUND 199			
TexPool - Local Maintenance	1,210,197	13,012	4.313%
Lone Star	22,443,576	249,012	4.450%
Logic	485,732	5,363	4.429%
MBIA	10,233,004	112,621	4.414%
TOTAL GENERAL OPERATING FUND	\$ 34,372,509	\$ 380,008	4.434%
CHILD NUTRITION FUND 240			
Lone Star	\$ 2,092,679	\$ 23,205	4.448%
INTEREST AND SINKING FUND 599			
TexPool	1,245,655	13,393	4.313%
Lone Star	18,688,703	207,299	4.449%
TOTAL INTEREST & SINKING FUND	\$ 19,934,358	\$ 220,692	4.441%
COMBINED SCHOOL BOND FUNDS 62X			
Lone Star	\$ 54,086,358	\$ 5,363	4.429%
OAK PARK MALL ENTERPRISE FUND 711			
TexPool	\$ 54,753	\$ 589	4.314%
WORKER'S COMPENSATION SELF-INSURANCE FUND 753			
TexPool	911,685	9,802	4.313%
Lone Star	4,377,972	48,553	4.448%
TOTAL WORKER'S COMPENSATION FUND	\$ 5,289,656	\$ 58,355	4.425%
STUDENT ACTIVITY TRUST & AGENCY FUND 865			
TexPool	\$ 170,869	\$ 1,837	4.312%
TOTAL INTEREST FOR ALL FUNDS	\$ 116,001,183	\$ 690,049	4.386%

SEGUIN INDEPENDENT SCHOOL DISTRICT
FOURTH QUARTER ENDED JUNE 30, 2025

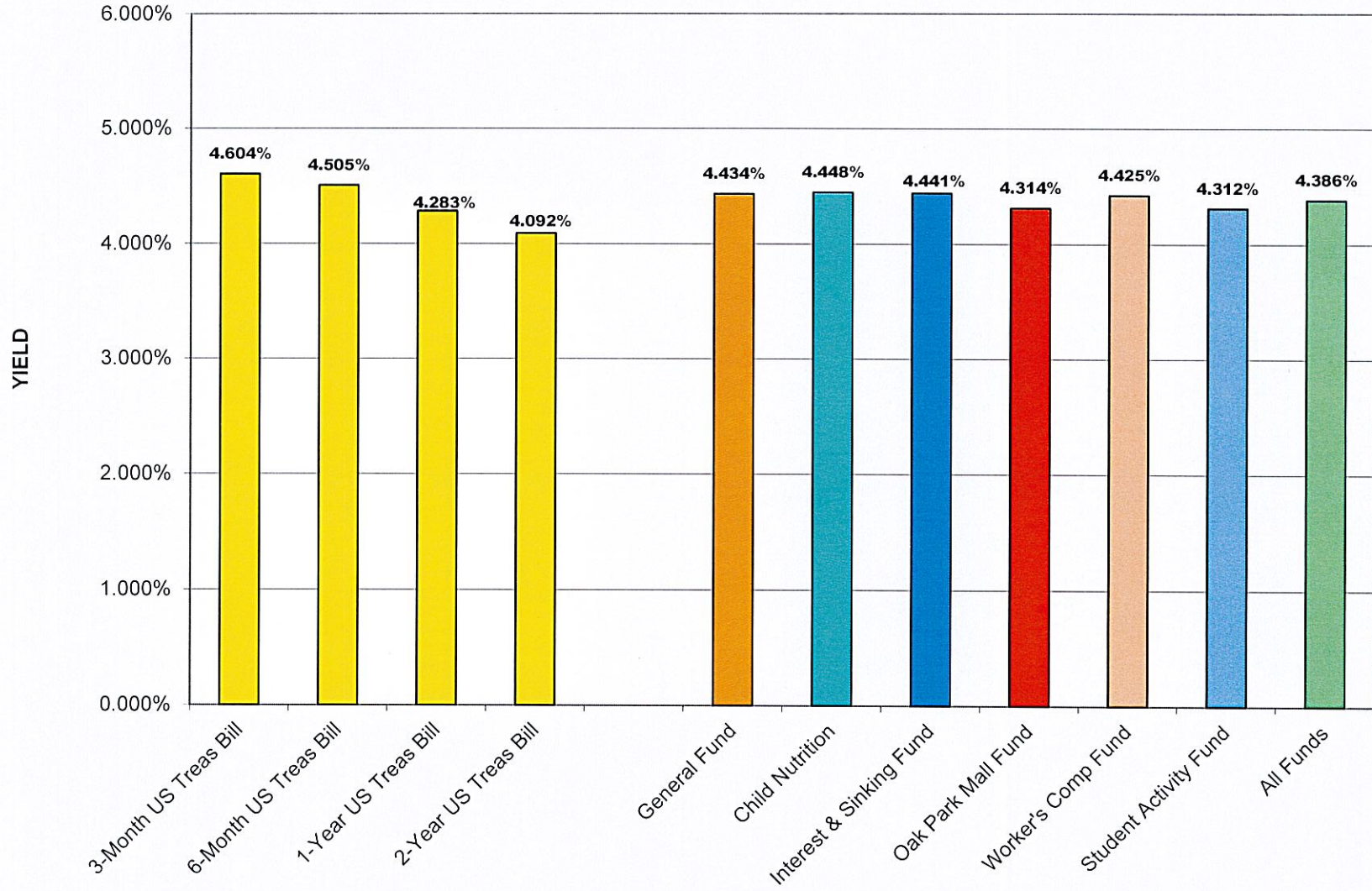


Exhibit - Investment Report

ACTION ITEM: **Approval of Investment Report for the Fourth Quarter Ended June 30, 2025**

RECOMMENDATION: That the Board of Trustees approve the Investment Report for the Fourth Quarter Ended June 30, 2025.

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

This report is designed to allow the Board of Trustees to review the investment activity for the Fiscal Year Ended June 30, 2025. The District's earnings rates, investment position, and yield information are presented for the period.

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

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

PAPERWORK IMPACT: None

BUDGET IMPACT / INFORMATION: None

EXHIBITS: Investment Report

RESOURCE PERSONNEL: Elizabeth Banks, Chief Financial Officer, RTSBA
Perla Nevarez, Comptroller, CTSBO

Submitted by:
(Name) Dr. Jack Lee, Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614
(Date) 07/22/25

**SEGUIN INDEPENDENT SCHOOL DISTRICT
INVESTMENT REPORT
FISCAL YEAR ENDED JUNE 30, 2025**

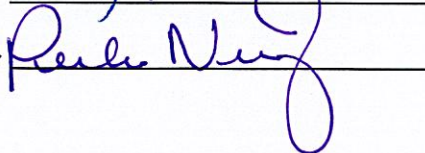
<u>INVENTORY OF INVESTMENTS</u>	Weighted Average Maturity 1.0 Day	<u>Balance 6/30/2025</u>
GENERAL OPERATING FUND 199		
TexPool - Local Maintenance		1,213,568
Lone Star		18,085,500
Logic		489,409
MBIA		10,288,092
TOTAL GENERAL OPERATING FUND		\$ 30,076,569
Weighted Average Maturity		
CHILD NUTRITION FUND 240		
Lone Star		\$ 2,428,886
Weighted Average Maturity		
INTEREST & SINKING FUND 599		
TexPool		1,254,385
Lone Star		13,762,505
TOTAL INTEREST & SINKING FUND		\$ 15,016,890
Weighted Average Maturity		
COMBINED SCHOOL BOND FUNDS 62X		
Lone Star		\$ 75,332,806
OAK PARK MALL ENTERPRISE FUND 711		
TexPool		\$ 60,247
WORKER'S COMPENSATION SELF-INSURANCE FUND 753		
TexPool		918,074
Lone Star		4,489,040
TOTAL WORKERS' COMPENSATION FUND		\$ 5,407,113
Weighted Average Maturity		
STUDENT ACTIVITY TRUST & AGENCY FUND 865		
TexPool		\$ 172,066
Weighted Average Maturity		
GRAND TOTALS		\$ 128,494,578

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

Elizabeth Banks, Interim Superintendent, Chief Financial Officer



Perla Nevarez, Comptroller



**SEGUIN INDEPENDENT SCHOOL DISTRICT
INVESTMENT REPORT
FISCAL YEAR ENDED JUNE 30, 2025**

<u>INVESTMENT TRANSACTIONS</u>	FISCAL YEAR BEGINNING BALANCE <u>7/1/2024</u>	NET CHANGE	FISCAL YEAR ENDING BALANCE <u>6/30/2025</u>
GENERAL OPERATING FUND 199			
TexPool	1,155,524	58,044	1,213,568
Lone Star	16,207,017	1,878,483	18,085,500
Logic	466,616	22,792	489,409
MBIA	9,806,676	481,416	10,288,092
TOTAL GENERAL OPERATING FUND	\$ 27,635,833	\$ 2,440,736	\$ 30,076,569
CHILD NUTRITION FUND 240			
Lone Star	\$ 3,224,096	\$ (795,210)	\$ 2,428,886
INTEREST AND SINKING FUND 599			
TexPool	1,197,261	57,124	1,254,385
Lone Star	14,704,258	(941,752)	13,762,505
TOTAL INTEREST AND SINKING FUND	\$ 15,901,518	\$ (884,628)	\$ 15,016,890
COMBINED SCHOOL BOND FUNDS 62X			
Lone Star	\$ 76,063,043	\$ (730,237)	\$ 75,332,806
OAK PARK MALL FUND 711			
TexPool	\$ 60,283	\$ (36)	\$ 60,247
WORKER'S COMPENSATION SELF-INSURANCE FUND 753			
TexPool	876,265	41,808	918,074
Lone Star	3,839,185	649,854	4,489,040
TOTAL WORKERS' COMPENSATION FUND	\$ 4,715,451	\$ 691,663	\$ 5,407,113
STUDENT ACTIVITY TRUST & AGENCY FUND 865			
TexPool	\$ 164,231	\$ 7,836	\$ 172,066
GRAND TOTALS	\$ 127,764,454	\$ 1,460,361	\$ 128,494,578

**SEGUIN INDEPENDENT SCHOOL DISTRICT
INVESTMENT REPORT
FISCAL YEAR ENDED JUNE 30, 2025**

<u>YIELD ON INVESTMENTS</u>	<u>AVERAGE BALANCE</u>	<u>INTEREST INCOME</u>	<u>YIELD</u>
GENERAL OPERATING FUND 199			
TexPool - Local Maintenance	1,191,353	55,551	4.663%
Lone Star	20,024,184	943,433	4.711%
Logic	477,464	22,792	4.774%
MBIA	10,058,307	481,416	4.786%
TOTAL GENERAL OPERATING FUND	\$ 31,751,308	\$ 1,503,192	4.734%
CHILD NUTRITION FUND 240			
Lone Star	\$ 2,361,837	\$ 114,812	4.861%
INTEREST AND SINKING FUND 599			
TexPool	1,224,796	57,124	4.664%
Lone Star	14,082,565	662,041	4.701%
TOTAL INTEREST & SINKING FUND	\$ 15,307,361	\$ 719,165	4.698%
COMBINED SCHOOL BOND FUNDS 62X			
Lone Star	\$ 58,659,626	\$ 22,792	4.774%
OAK PARK MALL ENTERPRISE FUND 711			
TexPool	\$ 52,415	\$ 2,458	4.689%
WORKER'S COMPENSATION SELF-INSURANCE FUND 753			
TexPool	896,911	41,808	4.661%
Lone Star	4,106,764	197,213	4.802%
TOTAL WORKER'S COMPENSATION FUND	\$ 5,003,676	\$ 239,022	4.777%
STUDENT ACTIVITY TRUST & AGENCY FUND 865			
TexPool	\$ 168,008	\$ 7,836	4.664%
TOTAL INTEREST FOR ALL FUNDS	\$ 113,304,232	\$ 2,609,277	4.729%

SEGUIN INDEPENDENT SCHOOL DISTRICT
FISCAL YEAR ENDED JUNE 30, 2025

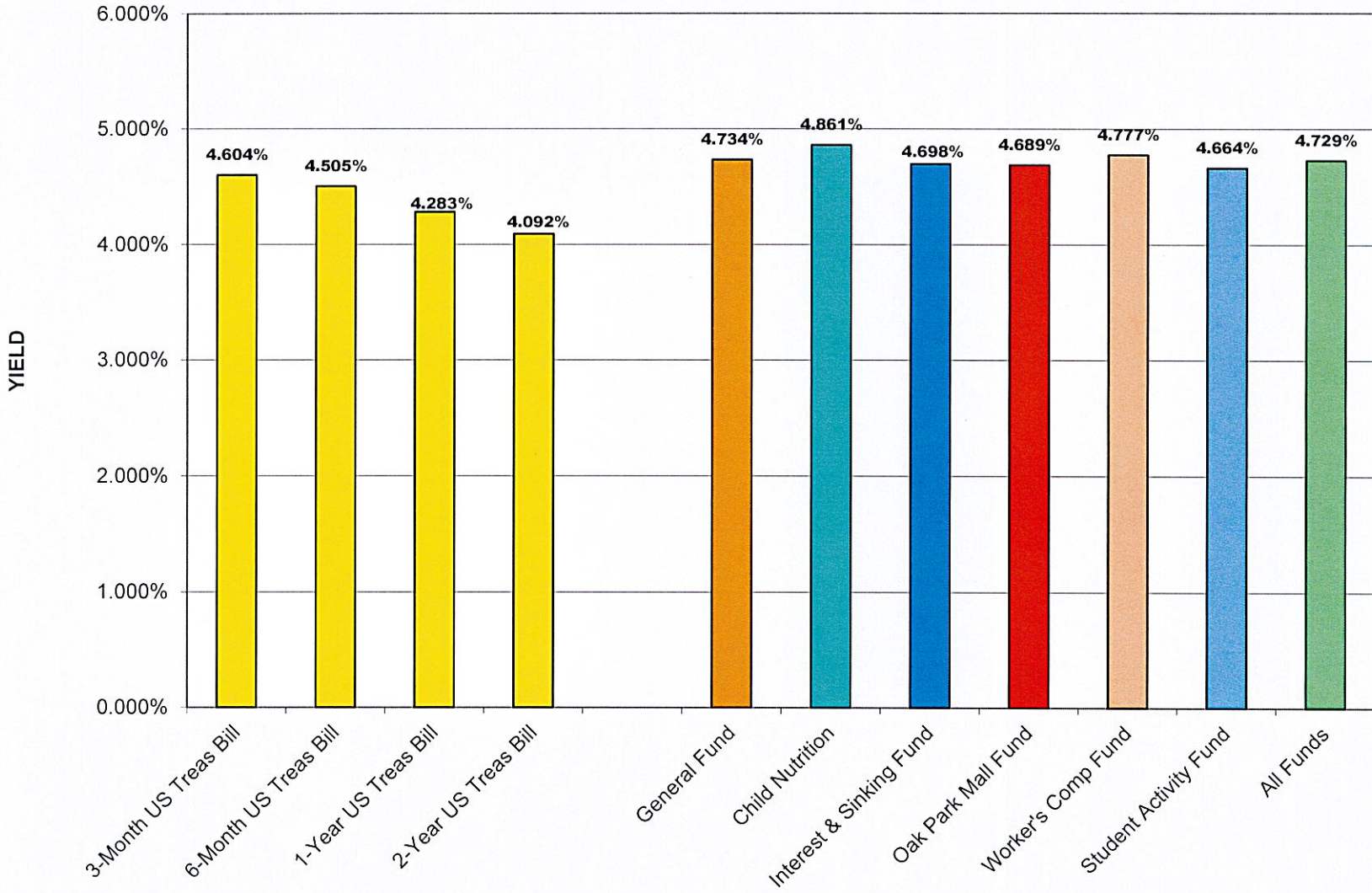


Exhibit - Investment Report

ACTION ITEM: **Approval of Agreement with Communities in Schools Services for 2025-2026 School Year**

RECOMMENDATION: This is our annual agreement with Communities in Schools for the 2025-2026 school year. This agreement runs from August 1, 2025 through August 31, 2026. The services are provided at Seguin High School, Jim Barnes Middle School, AJ Briesmeister Middle School, Jefferson, Patlan, Weinert and Rodriguez Elementaries. The total amount for the 25-26 school year is \$309,579.35. This is a little less than a 3% increase from the

RATIONALE: Communities in Schools of South Central Texas is a non-profit organization with a 24-year history of partnering with local school districts to provide integrated support services to students needing additional support to stay in school and achieve in life. The Texas Education Agency monitors the program performance of CIS.

The Agreement, attached, is a continuation of the agreement originally approved by the School Board on July 25, 2017.

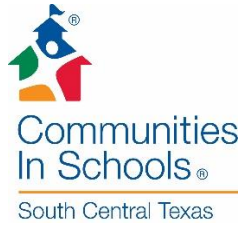
REFERENCE and COMPLIANCE: CH(LEGAL) and CH (LOCAL) Purchasing and Acquisition EHBC (LEGAL) Special Programs Compensatory/Accelerated Services FFB (LEGAL) Student Welfare Crisis Intervention

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

EXHIBITS: CIS Service Agreement

RESOURCE PERSONNEL: Dr. Kenneth Vogel, Chief of Student Support Services
Elizabeth Banks, Chief Financial Officer, RTSBA

Submitted by:
(Name) Dr. Jack Lee, Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614
(Date) 07/22/25



SERVICE DELIVERY AGREEMENT

This Service Delivery Agreement, by and between the Seguin Independent School District (hereinafter referred to as SISD), and Communities In Schools of South Central Texas, Inc., (hereinafter referred to as CIS), sets out to establish the relationships and responsibilities of both parties in the implementation of a CIS program on the campuses of Seguin High School, Jim Barnes Middle School, A.J. Briesemeister Middle School, Jefferson Elementary School and Patlan Elementary School. Dr. Veronica Vijil, Superintendent of SISD, and Susan Wetz, Chief Executive Officer of CIS, ratify and affirm the provisions, relationships and responsibilities set out herein by their execution of this Agreement. The Board of Trustees of SISD has authorized SISD's execution, delivery and performance of this Agreement to accomplish such purposes herein.

WHEREAS it is the intent of all parties hereto to bring CIS approved services and resources into the identified campus settings to attempt to facilitate the academic and personal success of students experiencing the effects of at-risk environments by providing the full range of services to those students; and

WHEREAS it is the intent of all parties hereto to maintain a cooperative, interactive and supportive relationship among and between the parties for the benefit of students served;

NOW, THEREFORE, in consideration of the mutual covenants and fees provided for herein, the receipt and sufficiency of which is hereby acknowledged, the parties to this Service Delivery Agreement agree to the following:

- A. All parties hereto mutually agree as follows:
 - 1. The term of this Service Delivery Agreement shall be from August 1, 2025 through August 31, 2026. The decision to continue or terminate this Service Delivery Agreement will be made on or before June 15 of each year. This Service Delivery Agreement may be terminated by either party by providing thirty days' written notice of termination to the other party.
 - 2. CIS shall follow national, state, and local CIS policies and ethical standards for service provision, applicable state and local laws, as well as written SISD policies and regulations, with the condition that more restrictive SISD policies and regulations (Legal and Local) have priority application under the terms of this agreement, except as otherwise herein noted or mutually agreed to in writing. CIS services shall not conflict with SISD policies.

3. CIS maintains and retains case files on each assigned student containing all relevant data requisite to the case and to program criteria. Case files will only be released in accordance with the Confidentiality of Mental Health Information statutes under Texas Civil Law, and other applicable state and federal law.
4. The CIS Site Coordinator, the direct supervisor, and the SISD school Principal shall proceed in a joint collaboration. Communication between these entities will be ongoing to address case management and other programmatic issues. Information contained in case files will be exchanged among SISD and CIS personnel on an “as needed” basis.
5. The CIS Site Coordinator, in consultation with the Principal at each SISD-CIS campus site, will develop a Student Support Plan for each school year, which will be referenced in the Campus Improvement Plan for each respective SISD campus site. The CIS Student Support Plan will provide all parties with an outline of activities to be undertaken by CIS during the school year and will be based on the school-wide goals and needs of students and families.
6. CIS staff cannot fulfill duties (administrative, clerical, or otherwise) that would normally be assigned to SISD employees and that would negatively impact the delivery of CIS services, without the approval of the CIS Chief Executive Officer and that may be outlined in the campus agreement. CIS Site Coordinators will not be asked to act as substitute teachers on the school campus.

B. CIS agrees to undertake the following:

1. CIS will provide two full time staff persons (campus Site Coordinator) and resources to Seguin High School, and one to each of the other mutually agreed upon SISD campus sites for the benefit of students. CIS staff members and any volunteers or part time staff of CIS will constitute a multi-disciplinary team in the provision of all CIS services. All staff will have the qualifications and training necessary to provide the services of the Communities In Schools program.
2. CIS may provide to the school, additional personnel and resources for the benefit of students. The personnel and resources, as approved by both SISD and CIS, will offer a multi-disciplinary approach to serve a manageable number of students.
3. The CIS Site Coordinator, in consultation with the Principal at each SISD-CIS campus site, will develop a Student Support Plan for each school year, which will be referenced in the Campus Improvement Plan for each respective SISD campus site. The CIS Student Support Plan will provide all parties with an outline of activities to be undertaken by CIS during the school year and will be based on the school-wide goals and needs of students and families. The Site Coordinator should be included in appropriate administrative meetings and considered a part of the administrative team to enhance collaboration, communication and effective programming.
4. CIS, under its Standards and this Agreement, shall provide to identified students a program of services which includes a) Counseling and/or Supportive Guidance; b) Education and Academic Enhancement Activities; c) Parental and Family Involvement Activities; d)

Health Education and Social Service Referrals; and e) Career Awareness Activities and College Engagement activities.

The CIS model relies heavily upon a two-tiered approach: (i) *school-wide prevention services*, which are coordinated with campus administration to provide education and tools to prepare youth and families to make healthy and informed decisions; and (ii) *early intervention services*, which consist of a thorough assessment of student behavior, attendance, and academic needs and strengths. The assessment can identify possible abuse, drug and alcohol use, family crisis, or mental health concerns. CIS staff members consult with school staff, parents, and school administration to identify youth that will benefit from additional support and engage those students in an individualized service plan. Occasional re-evaluation and re-assessment are conducted to monitor progress. The CIS framework does not rely solely on the skills of the Site Coordinator, but on accessing community resources that specialize in areas of grief and loss counseling, substance abuse, mental health assessment and services, and basic needs. CIS has working relationships with numerous community agencies and programs that collaborate to provide student and family support through schools.

5. All CIS Site Coordinators will be hired by CIS with the concurrence of the campus Principal. All CIS personnel assigned to SISD campus sites remain employees of CIS and will receive supervision from their direct supervisor who is responsible for their performance and demeanor. Input from the Principal will be obtained for the CIS Site Coordinator's annual performance evaluation and the immediate supervisor will request at a minimum, two meetings with the campus principal (in the fall and spring semesters) to review programming effectiveness and site coordinator performance. Any questions or concerns regarding the performance of any CIS Site Coordinator should be directed as soon as possible to the CIS Site Coordinator's direct supervisor or to the Chief Program Officer.

All CIS personnel are subject to the rules, regulations and policies of the school site to which they are assigned, within the guidelines of applicable laws and licensing regulations. All grievances and disciplinary actions involving CIS employees will be processed in accordance with policies set forth in the CIS Board approved Employee Handbook. Performance evaluations of CIS personnel will be completed by the CIS direct supervisor assigned and will include input from end of year evaluations completed by teachers, administrative school staff, and the Principal. Professional Liability insurance will be provided by CIS for each of its staff.

6. Salaries and benefits of all CIS personnel will be paid by CIS. All CIS personnel will work the days and hours expected of the school calendar for the district where they are assigned. Time and leave records will be maintained by the CIS Administrative office. CIS personnel will be required to attend monthly offsite CIS professional development meetings. Attendance at conferences and/or ongoing training is encouraged but is not expected to exceed more than 6 days per year.
7. CIS may gather data on and provide services to students without written parent consent when acting at the request and on the behalf of the school and/or district. CIS will ensure

written consent has been obtained from the student’s parent, guardian or managing conservator as required by Section 38.010 of the Texas Education Code, before **on-going** services are rendered.

8. CIS will provide management, administrative, logistical and technical support to each campus as needed to ensure the success of service delivery initiatives. The CIS Site Coordinator, under the supervision of their direct supervisor and in cooperation with the CIS Management Team (Chief Program Officer, Chief Executive Officer and the Board of Directors) is responsible for oversight of CIS program activities.
9. CIS will notify the school Principal, and other designees as appropriate, along with appropriate legal authorities as per state and local policies and procedures, of cases presented to CIS staff that involve the following issues: a) Violation of SISD’s Student Code of Conduct; b) Suicide threats; c) Violent behavior; d) Child abuse or neglect; e) Sexual abuse or harassment; f) Legal custody; g) Drugs or weapons. CIS shall assist in the resolution of any collateral issues when requested by the Principal or other designee, as appropriate, and will follow district policies.
10. CIS will provide to SISD as soon as is practical, overall service delivery data and performance outcomes following compilation of such data and ratification by the Texas Education Agency.
11. CIS agrees to reserve a position of school district liaison on the CIS Board of Directors for the Superintendent of SISD or their designee. Notification of monthly CIS Board of Directors’ meetings will be provided. Every school district is encouraged to designate a liaison to attend board meetings to enhance communication and understanding of both parties.

C. SISD agrees to undertake the following:

1. SISD agrees to provide on each CIS-served school campus, office space for the CIS Site Coordinator(s) which is conducive to accommodate confidential services to individual students and small groups of students and to include necessary office furniture sufficient to facilitate the efficient delivery of these services. Phone service (including the phone instrument), a designated computer with access to school district email accounts and to software that contains student information including grades, testing scores, etc., access to secure internet and access to copy and print machines are also needed to facilitate the efficient delivery of services.
2. SISD agrees to pay CIS the following amounts for Site Coordinators at the following campuses:

Seguin High School	\$46,451.04
Seguin High School Second Site Coordinator	\$27,324.15
A.J. Briesemeister Middle School	\$46,451.04
Jim Barnes Middle School	\$46,451.04

Jefferson Elementary School	\$46,451.04
Patlan Elementary School	\$46,451.04
Expansion Grant – Year 3 of 3	
Weinert Elementary School	\$25,000.00
Rodriguez Elementary School	\$25,000.00

The total amount of the services rendered is **\$309,579.35** which may be paid to CIS in one payment of **\$309,579.35** on September 1, 2025, or in two payments of **\$154,789.67** each on September 1, 2025, and March 1, 2026. Should this agreement be terminated during the specified time period according to agreed-upon terms listed under A-1, Page 1, CIS agrees to reimburse the remaining balance within one week of the termination date.

Contact information for submitting invoices:

Name: _____

Email: _____

Phone: _____

3. SISD agrees the CIS Site Coordinator will be included as a part of the school Administrative team, to include team meetings as appropriate, in the provision of services to students.
4. In accordance with established policies of SISD and the Texas Education Agency, CIS professional staff will have access to relevant student data which may impact or demonstrate the effectiveness of CIS service delivery. Such information will remain confidential for all purposes.
5. SISD will include CIS as one of the resources in its District Improvement Plan and as agreed upon by the CIS Chief Executive Officer, as required by the Texas Education Agency. CIS will also be included in the Campus Improvement Plan.
6. DPS has changed how it grants Clearinghouse access to schools and contractors for the purposes of reviewing criminal history under TEC§22.0834, due to requirements resulting from a recent FBI Audit. This shift in access criteria places the burden of fingerprinting contractors and/or contracted service providers on public school districts. As such, it is the responsibility of each school district to complete a fingerprint check on each CIS employee assigned to your schools through our contract for services. This may include not only CIS Site Coordinators, but other professionals assigned to your district to potentially include clinical counselors, Interns, or our Project Success staff at high schools. We will collaborate with you to complete the fingerprinting process for each of these CIS employees on your campuses, and we agree to pay for these services.
7. The campus Principal and/or designee shall inform the CIS Chief Executive Officer and CIS Site Coordinator in writing of any and all policy changes, developments or other issues

arising with SISD or the school that directly affect or have the potential to affect the provisions of this Agreement and/or the effectiveness of CIS service delivery.

8. In accordance with established policies of SISD, the Texas Education Agency, and the Texas Education Code § 33.154(a)(7)(B), SISD will provide to CIS and its professional staff necessary student information and data for each student whose parent or legal guardian has authorized in writing that educational records be shared with CIS and the TEA. Such information and data may include records regarding a student's academic achievement, promotion, attendance, disciplinary referrals, free/reduced price lunch status, at-risk status or health-related information, in accordance with the written authorization obtained from the student's parent or legal guardian. Such information will remain confidential for all purposes.
9. Each Principal shall provide the CIS Site Coordinator with the names and responsibilities of the Campus Crisis Management Team and update that information continually. In addition, CIS Site Coordinators will be trained on all Campus Emergency Response Plans.
10. In accordance with state law and SISD policy, SISD will investigate and, if required, report to the appropriate authorities any cases presented to SISD by CIS under paragraph B (10) above. SISD and CIS agree that nothing contained in this Agreement will create (1) any additional responsibilities to or liabilities for any third party on the part of SISD or CIS; or (2) a contractual relationship or a cause of action in favor of a third party against either SISD or CIS.
11. SISD will notify CIS Chief Executive Officer of any incident or allegation involving CIS personnel, in addition to any actions taken as required by law or district policy.
12. Pursuant to FERPA implementing regulations at 34 CFR 99.7(a)(3)(iii) and 99.31(a)(1)(i), each school district that participates in a CIS program shall designate CIS as a School Official/Agent of the School so that CIS staff may gather data on and provide services to students without written parent consent when acting at the request and on the behalf of the school and/or district. A local CIS program or developing program may provide this information and data to the TEA in accordance with the grant application.

Nothing herein shall prohibit SISD from providing information to CIS without parental permission when not otherwise prohibited under state or federal law or regulation.

This Service Delivery Agreement constitutes the full and total understanding and agreement of the parties, and any modification, amendment or alteration hereof must be agreed in writing by all parties hereto.

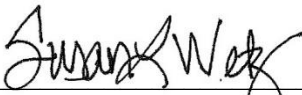
No party to this Agreement waives or relinquishes any immunity or defense on behalf of itself, its trustees, officers, employees, and agents as a result of the execution of this Agreement and the performance of the covenants contained herein.

In the event any term, covenant, condition herein contained shall be held to be invalid by any court of competent jurisdiction, such invalidity shall not affect any other term, covenant, or condition herein contained, provided that such invalidity does not materially prejudice either SISD or CIS in their respective rights and obligations contained in the valid terms, covenants, or conditions hereof.

This Agreement is and will be governed by and construed in accordance with the laws of the State of Texas, without regard to its choice of law principles. The parties consent to exclusive jurisdiction and venue of state court sitting in Comal County, Texas.

IN WITNESS WHEREOF this Agreement is signed this ___ day of _____, 2025.

Dr. Jack Lee, Superintendent
Seguin Independent School District



Susan Wetz, Chief Executive Officer
Communities In Schools of South Central Texas, Inc.

ACTION ITEM:

First Reading for Consideration or Approval of the Texas Association of School Boards (TASB) Policy Update 125, affecting LEGAL and LOCAL policies

RECOMMENDATION:

Recommend that the Board of Trustees review updated (LEGAL) policies and replace, delete, or add (LOCAL) policies as recommended by TASB Policy Service and according to the Instruction Sheet for TASB Localized Policy Manual Update 125 and Local District Updates (LDU) FD(LOCAL) and FM(LOCAL).

Local policies may be adopted or amended by a majority of the Board at any regular or special meeting, provided that Board members have had advance written notice of the proposed change.

Members of the Superintendent's Leadership Team, as pertinent, have received policies applicable to their functional areas and have reviewed the policies with their staff as appropriate.

RATIONALE:

Update 125 includes revisions to legal framework documents based on regulatory changes, including amendments to the Texas Administrative Code. Changes to local policies offered for consideration address the following topics: election of board officers; board committees; advisory committees; partial academic credit; school safety transfers; and attendance for credit.

The update includes twenty-seven (27) LEGAL policies, and seven (7) LOCAL policies.

REPLACE:

AIA(LEGAL) – Accountability: Accreditation and Performance Indicators

AIE(LEGAL) – Accountability: Investigations

B(LEGAL) – Local Governance

BBD(LEGAL) – Board Members: Training and Orientation

BDAA(LOCAL) – Officers and Officials : Duties and Requirements of Board Officers

BDB(LEGAL) – Board Internal Organization: Board Committees

BDB(LOCAL) – Board Internal Organization: Board Committees

BDF(LEGAL) – Board Internal Organization: Advisory Committees

BDF(LOCAL) – Board Internal Organization: Advisory Committees

BJB(LEGAL) – Superintendent: Recruitment and Appointment

CBA(LEGAL) – State and Federal Revenue Sources: State

CKA(LEGAL) – Safety Program/Risk Management: Safety and Security Audits and Monitoring

CKC(LEGAL) – Safety Program/Risk Management: Emergency Plans

CLA(LEGAL) – Buildings, Grounds, and Equipment Management: Security

CMD(LEGAL) – Equipment and Supplies Management: Instructional Materials Care and Accounting

CNB(LEGAL) – Transportation Management: District Vehicles

CNC(LEGAL) – Transportation Management: Transportation Safety

DEAB(LEGAL) – Compensation Plan: Wage and Hour Laws

DECA(LEGAL) – Leaves and Absences: Family and Medical Leave

DECB(LEGAL) – Leaves and Absences: Military Leave

DMA(LEGAL) – Professional Development: Required Staff Development

EHBAA(LEGAL) – Special Education: Identification, Evaluation, and Eligibility

CONT'D

- EHBAD(LEGAL) – Special Education: Transition Services
- EHBAF(LEGAL) – Special Education: Video/Audio Monitoring
- EHBE(LEGAL) – Special Programs: Bilingual Education/ESL
- EHDE(LEGAL) – Alternative Methods for Earning Credit: Distance Learning
- EI(LOCAL) – Academic Achievement
- EIF(LEGAL) – Academic Achievement: Graduation
- FDA(LEGAL) – Admissions: Interdistrict Transfers
- FDE(LOCAL) – Admissions: School Safety Transfers
- FEC(LOCAL) – Attendance: Attendance for Credit
- FFAC(LEGAL) – Wellness and Health Services: Medical Treatment
- FFAC(LOCAL) – Wellness and Health Services: Medical Treatment
- FFB(LEGAL) – Student Welfare: Crisis Intervention
- FOC(LEGAL) – Student Discipline: Placement in a Disciplinary Alternative Education Setting
- FOF(LEGAL) – Student Discipline: Students with Disabilities

REFERENCE and COMPLIANCE:

BBF(LOCAL) BOARD MEMBERS: ETHICS, BF (LOCAL) BOARD POLICIES, BP(LOCAL) ADMINISTRATIVE REGULATIONS

PAPERWORK IMPACT:

Routine paperwork is required in the updating of the policy manuals.

BUDGET IMPACT/ INFORMATION:

No significant impact.

EXHIBITS:

TASB Instruction Sheet, Explanatory Notes for Update 125, and (LOCAL) Policy Comparisons

RESOURCE PERSONNEL:

Monica Lyons, Chief Academic Officer

Submitted by:

- (Name) Dr. Jack Lee, Superintendent
- (Address) 1221 E. Kingsbury St., Seguin, TX 78155
- (Telephone) (830) 401-8614
- (Date) 07/22/25

Explanatory Notes

TASB Localized Policy Manual Update 125

Seguin ISD

AIA(LEGAL) ACCOUNTABILITY: ACCREDITATION AND PERFORMANCE INDICATORS

Revisions to 19 Administrative Code 97.1003(f)(3), effective February 10, 2025, prompted edits at Local Accountability Plan — Submission and Audit Standards.

AIE(LEGAL) ACCOUNTABILITY: INVESTIGATIONS

A citation to the Administrative Code has been adjusted at the end of the policy.

B(LEGAL) LOCAL GOVERNANCE

The Section B Table of Contents has been updated to reflect revised names for policies BDB, Board Committees, and BDF, Advisory Committees.

BBD(LEGAL) BOARD MEMBERS: TRAINING AND ORIENTATION

19 Administrative Code 61.1051 was repealed on December 6, 2024, but 19 Administrative Code 61.1(b)(7), which references the repealed rule, was not amended. The requirements in the repealed provision were moved to 19 Administrative Code 103.1401. A Note has been added at Identifying and Reporting Abuse to clarify the location of the requirements.

BDAA(LOCAL) OFFICERS AND OFFICIALS: DUTIES AND REQUIREMENTS OF BOARD OFFICERS

Revisions are recommended to this local policy on board officer duties and requirements. At Board Officers, the sentence indicating that the board may assign a district employee to provide clerical assistance is recommended for deletion since the superintendent, rather than the board, manages staff assignments, including providing support to the board.

BDB(LEGAL) BOARD INTERNAL ORGANIZATION: BOARD COMMITTEES

To coordinate with the recommended changes to the local policy at this code, the subtopic has been changed from Internal Committees to Board Committees.

BDB(LOCAL) BOARD INTERNAL ORGANIZATION: BOARD COMMITTEES

This policy has been revised in coordination with BDF(LOCAL) to clarify the difference between board committees and advisory committees. Accordingly, the subtopic of this code has been changed from Internal Committees to Board Committees, and new provisions are recommended to establish how board committees are formed and outline their purpose. Text addressing Dissolution of board committees is also recommended for inclusion. The language previously at Special Committees has been moved to BDF(LOCAL).

BDF(LEGAL) BOARD INTERNAL ORGANIZATION: ADVISORY COMMITTEES

To coordinate with the recommended changes to the local policy at this code, the subtopic has been changed from Citizen Advisory Committees to Advisory Committees.

BDF(LOCAL) BOARD INTERNAL ORGANIZATION: ADVISORY COMMITTEES

This new local policy is recommended for inclusion to coordinate with the changes at BDB. The subtopic of this code has been changed from Citizen Advisory Committees to Advisory Committees. Language has been moved here from BDB(LOCAL) and updated to clarify how advisory committees are formed and the parameters of their responsibilities. A section on Dissolution of the committees is also recommended for inclusion.

Explanatory Notes

TASB Localized Policy Manual Update 125

Seguin ISD

BJB(LLEGAL)

SUPERINTENDENT: RECRUITMENT AND APPOINTMENT

New rules at 19 Administrative Code 103.1213 regarding the Sentinel system were adopted on December 13, 2024, and a new section on required reporting in that system after a superintendent change has been added to this legal framework.

CBA(LLEGAL)

STATE AND FEDERAL REVENUE SOURCES: STATE

Revisions reflect amendments at 19 Administrative Code 61.1034, effective April 13, 2025, to clarify the criteria a district must meet to be eligible for the New Instructional Facility Allotment (NIFA). Additional information about NIFA has also been included to outline eligibility provisions and the application process. NIFA was created in 1999 for districts to provide for operational expenses associated with the opening of a new instructional facility and is available to all public school districts that meet the requirements of the statute and rule.

CKA(LLEGAL)

SAFETY PROGRAM/RISK MANAGEMENT: SAFETY AND SECURITY AUDITS AND MONITORING

New rules at 19 Administrative Code 103.1213, effective December 15, 2024, relating to the Sentinel system prompted revisions to this legal framework on safety and security audits and monitoring. A section on Reporting Through Sentinel has been added, and additional changes reflecting new reporting requirements for vulnerability assessments and intruder detection audits have been made.

CKC(LLEGAL)

SAFETY PROGRAM/RISK MANAGEMENT: EMERGENCY PLANS

The new rules regarding the Sentinel system necessitated additional language regarding the Texas School Safety Center's uploading of multihazard emergency operation plans to that system. The new rules became effective December 15, 2024, and are found at 19 Administrative Code 103.1213.

CLA(LLEGAL)

BUILDINGS, GROUNDS, AND EQUIPMENT MANAGEMENT: SECURITY

New requirements have been added at Human Trafficking Warning Signs to reflect a new rule adopted at 19 Administrative Code 103.1403, effective December 11, 2024.

CMD(LLEGAL)

EQUIPMENT AND SUPPLIES MANAGEMENT: INSTRUCTIONAL MATERIALS CARE AND ACCOUNTING

Changes at 19 Administrative Code 67.1315, effective December 15, 2024, prompted revisions relating to the requirement for districts to adopt an open education resource instructional materials plan unless otherwise exempt.

CNB(LLEGAL)

TRANSPORTATION MANAGEMENT: DISTRICT VEHICLES

A cross-reference to CNC has been added at School Bus Advertising for clarity regarding reporting requirements for crashes involving buses with advertising.

CNC(LLEGAL)

TRANSPORTATION MANAGEMENT: TRANSPORTATION SAFETY

At Annual Report to TEA, revisions to this legal framework were required after 19 Administrative Code 61.1028 was repealed and provisions moved to the new 19 Administrative Code 103.1231, effective March 10, 2025. Other revisions have been made for clarity.

Explanatory Notes

TASB Localized Policy Manual Update 125

Seguin ISD

DEAB(LLEGAL)

COMPENSATION PLAN: WAGE AND HOUR LAWS

At Exempt Employees — Academic Administrators, the salary/fee rate has been removed and replaced with a reference to the established weekly threshold to prevent the need for continuous updating as the Fair Labor Standards Act rules are amended over time.

DMA(LLEGAL)

PROFESSIONAL DEVELOPMENT: REQUIRED STAFF DEVELOPMENT

A citation change at Child Abuse, Trafficking, and Maltreatment reflects provisions from the Administrative Code that were repealed on December 11, 2024, and moved to 19 Administrative Code 103.1401. At Mental Health, provisions have been added to reflect the adoption of 19 Administrative Code 153.1015, effective December 2, 2024.

EHBAA(LLEGAL)

SPECIAL EDUCATION: IDENTIFICATION, EVALUATION, AND ELIGIBILITY

At Evaluation for Change in Eligibility, provisions have been removed to reflect amendments to 19 Administrative Code 89.1070, adopted November 1, 2024. A cross-reference to EIF has been added for clarity.

EHBAD(LLEGAL)

SPECIAL EDUCATION: TRANSITION SERVICES

Provisions at Graduation have been revised to reflect amendments to 19 Administrative Code 89.1070, adopted November 1, 2024.

EHBAF(LLEGAL)

SPECIAL EDUCATION: VIDEO/AUDIO MONITORING

19 Administrative Code 61.1051 was repealed on December 6, 2024, but 19 Administrative Code 103.1301, which references the repealed rule, was not amended. The requirements in the repealed provision were moved to 19 Administrative Code 103.1401. A Note has been added at Confidentiality — Duty to Report to clarify the location of the requirements.

EHBE(LLEGAL)

SPECIAL PROGRAMS: BILINGUAL EDUCATION/ESL

Extensive revisions throughout this legal framework reflect amendments to numerous Administrative Code rules, effective February 7, 2025, relating to bilingual and ESL programs.

EHDE(LLEGAL)

ALTERNATIVE METHODS FOR EARNING CREDIT: DISTANCE LEARNING

Changes throughout this legal framework reflect amendments to the Administrative Code adopted on February 14, 2025.

EI(LOCAL)

ACADEMIC ACHIEVEMENT

At Partial Credit, recommended revisions replace the phrase "combined grade for" with "average of" to more accurately reflect the determination of awarding credit when a student earns a passing grade in only half of a course.

EIF(LLEGAL)

ACADEMIC ACHIEVEMENT: GRADUATION

Revisions to this legal framework are a result of amendments to 19 Administrative Code 89.1070, adopted November 1, 2024.

FDA(LLEGAL)

ADMISSIONS: INTERDISTRICT TRANSFERS

A paragraph has been added at Discipline and Threat Assessment Records as a result of the new Sentinel rules found at 19 Administrative Code 103.1213, effective December 15, 2024.

Explanatory Notes

TASB Localized Policy Manual Update 125

Seguin ISD

FDE(LOCAL)

ADMISSIONS: SCHOOL SAFETY TRANSFERS

At Safe Schools Data, "bullying" is recommended for inclusion as an offense for which the district must collect and maintain data. The revision aligns with the Unsafe School Choice Option Guidance Handbook.

FEC(LOCAL)

ATTENDANCE: ATTENDANCE FOR CREDIT

Revisions throughout this policy are recommended for clarity.

The information in the first sentence of the policy has been incorporated at Absences Considered for improved readability. Rather than directing the board to establish attendance committees, the policy now authorizes the establishment of those committees by the administration. At Methods for Regaining Credit or Awarding a Final Grade, specifics regarding petitions for credit are recommended for deletion in favor of a reference to administrative regulations.

Revisions at Imposing Conditions for Awarding Credit or a Final Grade are recommended to clarify requirements regarding "seat time." For more information, see the TASB.org article [TEKS Mastery, Not Seat Time, Required for Attendance for Credit](#).

The [Legal Tips for Policy Development](#), available in the Policy Online® Governance and Management Library (TASB login required), describe common legal concerns and best practices specific to this policy's topic.

FFAC(LEGAL)

WELLNESS AND HEALTH SERVICES: MEDICAL TREATMENT

Extensive changes throughout this legal framework have been made for clarity and to reflect new Department of State Health Services rules on Maintenance and Administration of Medication for Respiratory Distress.

FFAC(LOCAL)

WELLNESS AND HEALTH SERVICES: MEDICAL TREATMENT

The revisions to the legal framework at this code reflect the new Department of State Health Services rules on unassigned medication for respiratory distress. If your district currently maintains medication that can be used when a person is experiencing respiratory distress, please contact your policy consultant for appropriate text to include in your local policy.

FFB(LEGAL)

STUDENT WELFARE: CRISIS INTERVENTION

A section on Use of Sentinel Assessment Instrument, Manual, and Field Guide has been added to reflect the new Sentinel rules found at 19 Administrative Code 103.1213, effective December 15, 2024.

FOC(LEGAL)

STUDENT DISCIPLINE: PLACEMENT IN A DISCIPLINARY ALTERNATIVE EDUCATION SETTING

Revisions to this legal framework at Determination of Violent Conduct reflect new language at 19 Administrative Code 103.1205, effective October 29, 2024.

FOF(LEGAL)

STUDENT DISCIPLINE: STUDENTS WITH DISABILITIES

A new section on Peace Officer or Security Personnel Use of Restraint or Taser has been added to reflect new language at 19 Administrative Code 89.1053, effective October 7, 2024.

Instruction Sheet

TASB Localized Policy Manual Update 125

Seguin ISD

Code	Type	Action To Be Taken	Note
AIA	(LEGAL)	Replace policy	Revised policy
AIE	(LEGAL)	Replace policy	Revised policy
B	(LEGAL)	Replace table of contents	Revised table of contents
BBD	(LEGAL)	Replace policy	Revised policy
BDAA	(LOCAL)	Replace policy	Revised policy
BDB	(LEGAL)	Replace policy	Revised policy
BDB	(LOCAL)	Replace policy	Revised policy
BDF	(LEGAL)	Replace policy	Revised policy
BDF	(LOCAL)	ADD policy	See explanatory note
BJB	(LEGAL)	Replace policy	Revised policy
CBA	(LEGAL)	Replace policy	Revised policy
CKA	(LEGAL)	Replace policy	Revised policy
CKC	(LEGAL)	Replace policy	Revised policy
CLA	(LEGAL)	Replace policy	Revised policy
CMD	(LEGAL)	Replace policy	Revised policy
CNB	(LEGAL)	Replace policy	Revised policy
CNC	(LEGAL)	Replace policy	Revised policy
DEAB	(LEGAL)	Replace policy	Revised policy
DMA	(LEGAL)	Replace policy	Revised policy
EHBAA	(LEGAL)	Replace policy	Revised policy
EHBAD	(LEGAL)	Replace policy	Revised policy
EHBAF	(LEGAL)	Replace policy	Revised policy
EHBE	(LEGAL)	Replace policy	Revised policy
EHDE	(LEGAL)	Replace policy	Revised policy
EI	(LOCAL)	Replace policy	Revised policy
EIF	(LEGAL)	Replace policy	Revised policy
FDA	(LEGAL)	Replace policy	Revised policy
FDE	(LOCAL)	Replace policy	Revised policy
FEC	(LOCAL)	Replace policy	Revised policy
FFAC	(LEGAL)	Replace policy	Revised policy
FFAC	(LOCAL)	No policy enclosed	See explanatory note
FFB	(LEGAL)	Replace policy	Revised policy
FOC	(LEGAL)	Replace policy	Revised policy
FOF	(LEGAL)	Replace policy	Revised policy



(LOCAL) Policy Comparisons

These documents are generated by an automated process that compares the updated policy to the current policy as found in TASB records.

In this packet, you will find:

- Policies being recommended for revision (annotated)
- New policies (not annotated)
- Policies recommended for deletion (annotated in PDF; not shown in Word)

Annotations are shown as follows:

- Deletions are in a red strike-through font: ~~deleted text~~.
- Additions are in a blue font: **new text**.
- Blocks of text that were moved without changes are shown in green, with double underline and double strike-through formatting to distinguish the text's new placement from its original location: ~~moved text~~ becomes **moved text**.
- Revision bars appear in the right margin to show sections with changes.

Note: While the annotation software competently identifies simple changes, large or complicated changes — as in an extensive rewrite — may be more difficult to follow. In addition, TASB's recent changes to the policy templates to facilitate accessibility sometimes make formatting changes appear tracked, even though the text remains the same.

For further assistance in understanding policy changes, please refer to the explanatory notes in your Localized Policy Manual update packet or contact your policy consultant.

Contact us:

School Districts and Education Service Centers, call 800-580-7529 or email policy.service@tasb.org.

Community Colleges, call 800-580-1488 or email colleges@tasb.org.

OFFICERS AND OFFICIALS
DUTIES AND REQUIREMENTS OF BOARD OFFICERS

BDAA
(LOCAL)

Board Officers	The Board shall elect a President, a Vice President, and a Secretary who shall be members of the Board. The Board may assign a District employee to provide clerical assistance to the Board. Officers shall be elected by majority vote of the members present and voting.
Vacancy	A vacancy among officers of the Board shall be filled by majority action of the Board.
Term and Duties	Board officers shall serve for a term of one year one year or until a successor is elected. Officers may succeed themselves in office. Each officer shall perform any legal duties of the office and other duties as required by action of the Board.
President	In addition to the duties required by law, the President of the Board shall: <ol style="list-style-type: none">1. Preside at all Board meetings unless unable to attend.2. Have the right to discuss, make motions and, propose resolutions, and vote on all matters coming before the Board.
Vice President	The Vice President of the Board shall: <ol style="list-style-type: none">1. Act in the capacity and perform the duties of the President of the Board in the event of the absence or incapacity of the President.2. Become President only upon being elected to the position.
Secretary	The Secretary of the Board shall: <ol style="list-style-type: none">1. Ensure that an accurate record is kept of the proceedings of each Board meeting.2. Ensure that notices of Board meetings are posted and sent as required by law.3. In the absence of the President and Vice President, call the meeting to order and act as presiding officer.4. Sign or countersign documents as directed by action of the Board.

Special Committees

~~The President shall appoint members to special~~**Note:** For ad-
visory committees ~~created by the Board to fulfill specific~~
~~assignments, unless otherwise provided that include~~
staff, parents, community members, or students, see
BDF.

Board Committees

For purposes of this policy, a Board committee is a committee com-
posed only of current Board members.

Formation of a Board committee shall be by Board action. ~~These~~
~~committees may include District personnel~~When establishing a
Board committee, the Board action shall, at a minimum, specify
the:

- Number of Board members on the committee;
- Process to appoint Board members to the committee;
- Term of committee membership; and ~~citizens. The function of~~
~~committees~~
- Responsibilities of the committee.

A Board committee shall be fact-finding, deliberative, and advisory,
~~but not administrative. Special~~and shall make recommendations in
the areas of their responsibility. Board committees shall report their
findings and recommendations to the Board and shall ~~be dissolved~~
~~upon completion of the assigned task or vote of the Board~~not as-
sume administrative duties or responsibilities.

~~The President of the Board and the Superintendent shall be ex offi-~~
~~cio members of all Board committees, unless otherwise provided~~
~~by Board action.~~

Transacting
Business

~~Committees may transact business only within the specific author-~~
~~ity granted~~Unless specified by the Board. ~~To be binding, all such~~
~~business~~, a Board committee shall not have final decision-making
authority. Board committee recommendations must be reported to
the Board at ~~the next~~a regular or special meeting ~~for approval and~~
~~entry into the minutes as a public record.~~ The Board shall not ac-
cept a Board committee's recommendation without due considera-
tion of the matter.

Dissolution

A Board committee shall be dissolved upon Board action.

Note: For committees composed only of current Board members, see BDB.

**Advisory
Committees**

For purposes of this policy, an advisory committee is a committee composed primarily of District staff, parents, other community members, and/or students. An advisory committee may also include Board members in numbers less than a quorum of the Board.

Formation of an advisory committee shall be by Board action. When establishing an advisory committee, the Board action shall, at a minimum, specify the:

- Number of members on the committee;
- Process to appoint members to the committee;
- Term of committee membership; and
- Responsibilities of the committee.

An advisory committee shall be fact-finding, deliberative, and advisory and shall not assume administrative duties or responsibilities. Advisory committees shall report their findings and recommendations to the Board.

Transacting
Business

An advisory committee may transact business only within the specific authority granted by the Board. To be binding, all such committee recommendations must be reported to the Board at a regular or special meeting for approval and entry into the minutes as a public record.

Dissolution

An advisory committee shall be dissolved upon completion of the assigned task or Board action.

ACADEMIC ACHIEVEMENT

EI
(LOCAL)

**Certificate of
Coursework
Completion**

The District shall not issue a certificate of coursework completion to a student who fails to meet all state and local requirements for graduation. [See EIF, FMH]

Partial Credit

When a student earns a passing grade in only half of a course and the ~~combined grade for~~ **average of** both halves is lower than 70, the District shall award the student credit for the half with the passing grade.

Safe Schools Data

The Superintendent shall ensure that the District complies with Texas Education Agency (TEA) guidelines for the collection and maintenance of data regarding:

1. Mandatory expellable offenses committed at school or at a school-related or school-sponsored activity, on or off school property [see FOD]; and
2. Any student who becomes a victim of one of the following violent criminal offenses, ~~as defined by the Penal Code~~, while on the premises of the school the student attends or while attending a school-sponsored or school-related activity, on or off school property:
 - a. Attempted murder;
 - b. Indecency with a child;
 - c. Aggravated kidnapping;
 - d. Aggravated assault on someone other than a District employee or volunteer;
 - e. Sexual assault or aggravated sexual assault against someone other than a District employee or volunteer;
 - f. Aggravated robbery; ~~or~~
 - g. Continuous sexual abuse of a young child or disabled individual; ~~or~~
 - ~~g~~-h. Bullying.

School Safety Transfers

The parent of a student who becomes a victim of a violent criminal offense as described in the state guidance for unsafe school choice options or who is assigned to a campus identified by TEA as persistently dangerous shall be offered a transfer to a safe public or charter school within the District.

For each transfer requested, the District shall explore transfer options, as appropriate. Options may include a transfer agreement with another school district.

From a Persistently Dangerous School

The parent of a student attending a school identified as persistently dangerous shall be provided notification of his or her right to request a transfer. Notification shall occur at least 14 days prior to the start of the school year or, for a student enrolling subsequently, upon the student's enrollment.

The parent must submit to the Superintendent an application for transfer. The Superintendent shall complete the transfer prior to the

beginning of the school year, if applicable, or within 14 calendar days of the request for a subsequently enrolling student.

Any transfer arranged for a student from a campus identified by TEA as persistently dangerous shall be renewed so long as the campus from which the student transferred retains that designation.

The District shall maintain, in accordance with the District's record retention schedule, documentation of notification to parents of the transfer option, transfer applications submitted, and action taken.

For a Victim of a
Violent Criminal
Offense

Within 14 calendar days after a violent criminal offense described above occurs in or on the premises of the school the student attends or while attending a school-sponsored or school-related activity, on or off school property, the District shall notify the parent of a student who is a victim of the offense of the parent's right to request a transfer. The parent must submit to the Superintendent an application for transfer. The Superintendent shall approve or disapprove the request within 14 calendar days of its submission.

Any transfer arranged for a student who was a victim of a violent crime as described above shall be renewed so long as the threat to the student exists at the campus to which the student would typically be assigned.

For each offense, the District shall maintain for at least five years documentation of the nature and date of the offense, notification to the parent of the transfer option, transfer applications submitted, action taken, and other relevant information regarding the offense.

**Additional Transfer
Options**

In circumstances described by Education Code 25.0341, a parent of a student who has been the victim of a sexual assault, regardless of whether the offense occurred on or off school property, may request a transfer of the parent's child or the student assailant from the same campus.

[For other transfer provisions, see also FDA and FDB.]

~~This policy shall apply to a student who has not been in attendance for 90 percent of the days the class is offered.~~

**Absences
Considered**

Except as otherwise provided by law, all absences incurred while enrolled in the District shall be considered in determining whether a student has ~~attended~~ **been in attendance for 90 percent of the re-** ~~quired percentage of days under this policy~~ **the class is offered.**

**Attendance
Committees**

The Board ~~shall establish~~ **authorizes the establishment of** an attendance committee or as many **attendance** committees as necessary for efficient implementation of ~~Education Code 25.092~~ **state law.**

The Superintendent ~~shall~~ **is authorized to** make the specific appointments in accordance with legal requirements.

**Parental Notice of
Excessive Absences**

A student and the student's parent or guardian shall be given written notice prior to and at such time when a student's attendance in any class drops below 90 percent of the days the class is offered.

**Methods for
Regaining Credit or
Awarding a Final
Grade**

When a student's attendance drops below 90 percent but remains at least at 75 percent of the days the class is offered, the student may earn credit for the class or a final grade by completing a plan approved by the principal. This plan must provide for the student to meet the instructional requirements of the class as determined by the principal.

If the student fails to successfully complete the plan, or when a student's attendance drops below 75 percent of the days the class is offered, the student, parent, or representative may request award of credit or a final grade by submitting a written petition to the appropriate attendance committee.

~~Petitions~~ **A petition** for credit or a final grade may be filed ~~at any time the student receives notice but, in any event, no later than five days after the last day of classes.~~

in accordance with administrative regulations. The attendance committee shall review the student's entire attendance record and the reasons for absences and shall determine whether to award credit or a final grade. ~~The~~ **[See Imposing Conditions for Awarding Credit or a Final Grade, below]**

Regardless of whether a petition is filed, the attendance committee may also, ~~whether a petition is filed or not,~~ review the records of all students whose attendance drops below 90 percent of the days the class is offered.

A student who has lost credit or has not received a final grade because of excessive absences may regain credit or be awarded a final grade by fulfilling the requirements established by the attendance committee.

Personal Illness

The principal or attendance committee may require verification from a health-care provider in accordance with administrative regulations as a condition of classifying an absence for personal illness as one for which there are extenuating circumstances.

Best Interest Standard

In reaching consensus regarding a student's absences and how the student can be awarded credit or a final grade, the attendance committee shall attempt to ensure that its decision is in the best interest of the student. The Superintendent shall develop administrative regulations to document the attendance committee's decision.

Guidelines on Extenuating Circumstances

The attendance committee shall consider whether a student has mastered the essential knowledge and skills and maintained passing grades in the course or subject.

When makeup work is completed satisfactorily, the attendance committee shall consider extracurricular absences and other excused absences as days of attendance for award of credit or a final grade. [See FEA]

The attendance committee shall consider whether the reasons for the absences were out of the parent's or student's control and whether documentation for the absence is acceptable.

The student or parent shall be given an opportunity to present any information to the committee about the absences and to discuss ways to earn or regain credit or be awarded a final grade.

Imposing Conditions for Awarding Credit or a Final Grade

The attendance committee or principal, as applicable, is not required to assign a student to attend a specified program for an amount of time equivalent to the student's absences (i.e., "seat time").

The attendance committee or principal, as applicable, shall consider the student's unique circumstances and, if necessary, shall impose other conditions for awarding credit or a final grade that permit the student to meet the instructional requirements of the class ~~rather than assigning a student to attend a specified program for an amount of time equivalent to the student's absences.~~ Conditions may include:

1. Maintaining attendance standards for the rest of the semester.
2. Completing additional assignments, as specified by the committee or teacher.

3. Attending tutorial sessions as scheduled.
4. Completing other instructional programs, as specified by the committee.
5. Taking an examination to earn credit. [See EHDB]

In all cases, the student must earn a passing grade in order to receive credit.

Appeal Process

A parent or student may appeal the decision of the attendance committee in accordance with FNG(LOCAL).

ACTION ITEM:

Extracurricular Activity Listing for 2025-2026

RECOMMENDATION:

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

RATIONALE:

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

REFERENCE and COMPLIANCE:

FM (LEGAL) FM (LOCAL) Student Activities

PAPERWORK IMPACT:

Distribution of the approved list.

BUDGET IMPACT/ INFORMATION:

None

EXHIBITS:

The listing of organizations is attached as an exhibit.

RESOURCE PERSONNEL:

Monica Lyons, Chief Academic Officer

Submitted by:

(Name) Dr. Jack Lee, Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614
(Date) 07/22/25

Extracurricular Organizations Approved for Excused Absences 2025 - 2026

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

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

Seguin FFA
Seguin Leadership Initiative
ShowMakers of America
Showtime Drill Team Camps, Inc.
Showtime International SkillsUSA
Spanish Honor Society Club
Special Olympics
Speech and Debate Club
Starmakers
STEMatadors Club
Student Council
Sunshine Kids
Superstar Drill Team Camps
Teatro de Artes de Juan Seguin, including the Ballet Folklorico, Conjunto and Marachi groups
Texas Academic Decathlon
Texas Academy of Mathematics
Texas Academy of Science
Texas Art Education Association
Texas Association for Educational Technology
Texas Association of Future Educators
Texas Association of German Students
Texas Association of Journalism Educators
Texas Association of Student Councils
Texas Cheerleading and Drill Team Associations
Texas Chess Association
Texas Computer Education Association
Texas Creative Problem Solving / Destination Imagination
Texas Dance Drill Team Directors Association
Texas Educational Theater Association
Texas Farm Bureau
Texas Future Music Educators
Texas Future Problem Solving
Texas Future Teachers of America - (Texas State Teachers Association)
Texas Girls Choir
~~Texas Girls Scouts~~
Texas High School Bowling Club
Texas High School Mock Trial
Texas High School Mountain Bike League
Texas High School Press Association
Texas High School Rodeo
Texas Junior Science, Engineering, and Humanities Symposium
Texas Lions' Center for Outdoor Education
Texas Longhorn Breeders Association of America
Texas Math and Science Coaches Association
Texas Mathematics League
Texas Music Educators Association
Texas Powerlifting Association
Texas Quarter Horse Association
Texas Science Olympiad

Texas Speech Communication Association (includes Texas Forensic Association)
Texas State Color Guard Association
Texas State Conference of NAACP Branches
Texas State German Contest
Texas State Historical Association
Texas State Mathematics League
Texas State Mu Alpha Theta
Texas Technology Student Association (TSA)
Texas Tennis Association
Texas Thespian Society
Texas Young Lawyers Association
Texas Youth Hunting Program (sponsored by Texas Parks & Wildlife)
Theatre
UIL Academics
United Spirit Association
United States Golf Association Junior Golf Association
United States Olympics Shooting Team
United States Soccer Federation
United States Space Camp
United States Tennis Association
United States Volleyball Association
Universal Cheerleading Association
(UCA) Universal Dance Association
Westinghouse Talent Search
Yearbook Club
Young Women's Christian Association (REACH Career Day Seminar)
Youth Leadership Corpus Christi
Youth Rodeo Association (YRA)

ACTION ITEM:

County Extension Agents as Adjunct Staff Members

RECOMMENDATION:

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

RATIONALE:

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

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

In previous years, the Board of Trustees has approved the County Extension Agents to serve as adjunct District staff members. Extension Service regulations require annual approval of their members to serve as adjunct staff members; thus, once again approval is being requested.

REFERENCE and COMPLIANCE:

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

PAPERWORK IMPACT:

No significant impact.

BUDGET IMPACT/ INFORMATION:

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

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

EXHIBITS:

Resolution attached.

RESOURCE PERSONNEL:

Monica Lyons, Chief Academic Officer
Jeremy Nueman, Chief Human Resources Officer

Submitted by:

(Name) Dr. Jack Lee, Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614
(Date) 07/22/25

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

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

Sequin Independent School District

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

Approved this ____ day of _____, 2025.

(For Board of Trustees)

(Superintendent)

ACTION ITEM:

Approval of Agreement with Strategic Training and Consulting, LLC for Security Services for the 2025-2026 School Year

RECOMMENDATION:

That the Board of Trustees approve the Security Services Agreement between Strategic Training and Consulting, LLC and Seguin ISD for the 2025–2026 school year.

RATIONALE:

The District seeks to enhance campus safety and support daily security operations through contracted services with a licensed private security firm. This agreement is in alignment with state safety mandates and addresses district-wide needs for monitoring, incident response, and personnel coverage.

REFERENCE and COMPLIANCE:

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

BUDGET IMPACT:

Funded through the 2025–2026 General Fund – Safety and Security Budget

EXHIBITS:

Security Services Agreement (2025–2026)

RESOURCE PERSONNEL:

Dr. Ruben Carrillo, Chief of Technology and Security

Submitted by:

(Name) Dr. Jack Lee, Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614
(Date) 07/22/25

Seguin Independent School District

AGREEMENT FOR SECURITY SERVICES

THIS AGREEMENT FOR PROFESSIONAL SECURITY SERVICES is made between Seguin Independent School District (the “District”) and Strategic Training and Consulting, LLC, DBA Thirty Eight Fifty USA (“Security Firm” or “Strategic Training and Consulting, LLC”)

PREMISES

WHEREAS, Seguin Independent School District seeks to contract with a Security Firm to provide armed Security Services for the protection of District students, staff, and property;

WHEREAS, Strategic Training and Consulting, LLC is a duly licensed security company pursuant to Chapter 1702 of the Texas Occupations Code, and has authority to employ and provide armed security for the protection of persons and premises; and

WHEREAS, the Board of Trustees of Seguin Independent School District wishes to enter into an agreement with Strategic Training and Consulting, LLC, to provide armed Security Officers for the District in accordance with Texas Education Code §37.081;

NOW THEREFORE, in consideration of the mutual covenants and agreements of the Parties, it is agreed as follows:

For good and valuable consideration including, without limitation, the mutual promises made in this Agreement the District and the Security Firm hereby agrees as follows:

1. **Parties.** The District is an Independent School District organized and operating in accordance with the laws of the State of Texas. The administrative offices of the District are located at 1221 E. Kingsbury, Seguin TX 78155. Security Firm is a Texas Limited Liability Company, located at 14405 Walters Road Suite 803, Houston, TX 77014.
2. **Legal Compliance.** As a material condition of this Agreement, Security Firm agrees to the submission of specific information which includes company licenses, employee licenses or certifications relating to the Security Firm’s qualifications and/or authority to provide the Security Services, liability insurance and provision of fingerprinting results. Security Firm further warrants and represents, as a material condition to this Agreement, that it shall comply with all applicable laws, regulations, requirements, and guidelines that currently exist or may exist or be amended during the term of this Agreement regarding Security Firm’s provision of Security Services herein, and that such applicable laws, regulations, requirements, and guidelines are automatically incorporated into this Agreement. In order to carry out the terms of this Agreement, the District’s Board of Trustees hereby grants the Security Firm authorization for its Security Officers who are duly licensed, and actively engaged in providing armed Security Services pursuant to this agreement, the authority to carry firearms on Seguin ISD Property while engaged in providing Security Services according to this Agreement.
3. **Description of Security Services.** The District engages the Security Firm to provide, and the Security Firm agrees to provide the following Security Services through qualified armed Security Officers to provide for the safety of students, staff, parents, and visitors on District owned premises,

and provide for the safety and welfare of District owned property which shall include armed Security Officers responsible for:

- preventing entry, larceny, vandalism, abuse, fire, or trespass on District property;
- preventing, observing, or detecting unauthorized activity on District property;
- controlling, regulating, or directing the movement of the public, whether by vehicle or otherwise, only to the extent and for the time directly and specifically required to ensure the protection of the District's property;
- protecting students, staff, parents, and guests from bodily harm;
- coordinating with law enforcement agencies and first responders for emergency preparedness;
- assist law enforcement and first responders to the extent requested and practicable in an emergency situation;
- advising the District on safety measures including contributing to the District's safety and security committee, and security audit;
- reporting to District administration and as required herein

Cumulatively (" Security Services"):

4. Providing Services.

A. Contractors shall provide one (1) qualified Armed Security Officer to each Campus listed in the Attachment. The Armed Security Officer shall report at such hours and to such locations as designated by the District, Elementary and Middle School 7:30 a.m. to 4:00 p.m. and 7:45 a.m. - 4:30 p.m, for Seguin High School, Monday through Friday from August 12, 2025 until the end of School Calendar Year on May 22, 2026. The Contractor further agrees to amend this contract, by change order, to service an additional Campus as requested by Seguin ISD. In addition, Contractor agrees to cover up to Twelve (12) Seguin ISD Campuses as requested by Seguin ISD with adequate notice from Seguin ISD.

Additional services and/ or service adjustments may be added or deleted during the life of this contract as mutually agreed upon in writing between **Seguin ISD** and **Strategic Training and Consulting, LLC**. If it becomes necessary to revise the specifications after this contract is executed, a written "Change Order" or "Modification to the Contract" shall be executed by the parties and become part of this Contract.

B. While the District shall designate the calendar time frames, locations, and hours within which the Security Services must be provided, the Security Firm shall determine the specific legal and professional means and methods by which the Security Firm will accomplish the Security Services. The Security Firm represents and warrants that it is regularly engaged in the business of performing Security Services as required herein, and that it is fully and appropriately licensed and authorized to provide such Security Services. Security Firm shall provide the Security Services within one (1) hour from the time the District initiates the request. Requests for Security Services shall be made in writing by the District and shall document the required service, time parameters for response, and work assignment details such as location and event type. The District shall notify the Security Firm in writing if service requests must be canceled. The Security Firm is guaranteed a minimum of four (4) hours on-site for each request for service from the District. If the Security Firm fails to meet the response times herein specified, the Security Firm will issue an invoice credit to the District. Such credit shall be based on the hourly labor rate specified in Schedule 1.

5. **Assignment of Security Officers.** The Security Firm shall employ and provide one (1) or more armed Security Officers to perform Security Services pursuant to this Agreement. Strategic Training and Consulting (Thirty Eight Fifty USA) are authorized to work at all campuses of Seguin ISD

Property. Security Firm shall only provide Security Officers who have a high school diploma, have received Texas Commission on Law Enforcement (TCOLE) licensure and ongoing training, or licensing pursuant to Chapter 1702 of the Texas Occupation Code, and required ongoing training. (“Security Officers”) Security Officers must further complete school safety training provided by a qualified handgun instructor certified in school safety under Section 411.1901, Government Code; and The Security Officers assigned to provide Security Services to the District shall be subject to the approval of the District’s Superintendent, and it is agreed that the District in its sole discretion may refuse any particular Security Officer assigned under this Agreement. Utilizing any Security Officer to provide Security Services herein, that was not previously approved by the District is a material breach of this Agreement, and cause for immediate termination. The District may, during the term of this Agreement, request the increase or decrease in the number of Security Officers required.

6. **Security Officers Equipment and Uniforms.** Security Firm shall provide all necessary equipment for Security Officers to perform the Security Services pursuant to this Agreement. Such equipment shall include, but not be limited to, a professional uniform complying with all applicable laws, a handgun to be carried in a retainage holster on a waist gun belt, and patrol vehicles in good condition, complying with all applicable laws and ordinances, and approved by the District prior to deployment. All equipment must be in good working order and free from defects. Use of vehicles and uniforms not prior approved by the District shall constitute a material breach of this Agreement and cause for termination.
7. **Security Officer Conduct on District Premises.** All Security Officers shall act in accordance with the authority granted by their specific level and type of licensure. Security Officers shall at all times comply with the Board Policies of Seguin Independent School District while providing Security Services, or when present on District premises. The Seguin ISD Board Policies, which are incorporated herein for all purposes, are published at <https://pol.tasb.org/PolicyOnline?key=550>. By way of example and not limitation, the District’s policies prohibit Security Officers from the following: possession of any tobacco products, e-cigarettes, or vapes on District property; possession of any illegal drug or alcohol on District Property; engaging in routine student discipline or school administrative tasks; having contact with students that is unrelated to providing Security Services, other than contact with students related to the provision of Security Services which involve student behavior. Violation of District policy by a Security Officer providing Security Services herein shall constitute a material breach of this Agreement, and cause for immediate termination.
8. **Payment for Security Services.** The District agrees to pay the Security Firm in accordance with the price and payment terms set forth in **Schedule 1**, and the Security Firm agrees to accept such amounts as full payment for Security Services provided pursuant to this Agreement. Security Firm shall present an invoice to the District at its Business Office located at 1221 E. Kingsbury, Seguin TX 78155, setting forth in detail the Security Services performed, the date and location where such Security Services were performed, the amount due Security Firm as compensation for such Security Services and any other information reasonably requested by the District. Payment shall be made in accordance with Chapter 2251 of the Texas Government Code which shall govern remittance of payment and remedies for late payment and non-payment.
9. **Independent Contractor Relationship.** THE DISTRICT AND THE SECURITY FIRM SPECIFICALLY ACKNOWLEDGE THAT IT IS THEIR MUTUAL AGREEMENT AND INTENTION THAT THE SECURITY FIRM IS AN INDEPENDENT CONTRACTOR OF THE DISTRICT IN THE PERFORMANCE OF SECURITY SERVICES UNDER THIS AGREEMENT. Security Firm represents and warrants that it is an independent contractor and that it will furnish its own employees, tools, vehicles, products, and Security Services. Security Firm, its Security Officers, employees, agents, and representatives are not employees of the District. Security Firm represents

and warrants that it has no right to claims for wages, vacation pay, sick leave, retirement benefits, health benefits, social security, disability, worker's compensation benefits, or other benefits of any kind, and will indemnify the District for any such claim against the District made by employees of the Security Firm.

10. **Criminal History Reports.** Pursuant to Texas Education Code 22.0834, Security Firm shall obtain criminal history reports through the criminal history clearinghouse for each employee or contractor who will have direct contact with students, and certify to the District that employees or contractors having direct contact with students have no disqualifying criminal history, as defined by Texas Education Code 22.085(a).
11. **Confidentiality of Student Information.** As an independent contractor retained by the District to perform Security Services under this Agreement, the Security Firm and its assigned Security Officers shall be deemed a "school official" as that term is defined in the District's Board Policy, Texas Education Code, and the Family Education Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) if Security Services require access to, or review of student records or educational records of the District's students, for whom the Security Firm provides Security Services hereunder. The Security Firm and its employees agree to strictly maintain the confidentiality of any and all educational records of students in the District that are disclosed, or reviewed by the Security Firm in accordance with Federal and state laws, rules and regulations.
12. **Non-Reimbursement of Expenses.** The District shall not be liable to the Security Firm for any expenses paid or incurred by the Security Firm including, without limitation, materials/supplies, equipment, insurance, mileage, fuel, or business and travel expenses.
13. **Tax Duties, Responsibilities, and Indemnification.** The District shall not pay or withhold any Federal, state or local taxes of any kind relating to payments made to Security Firm for Security Services provided hereunder. Security Firm is responsible for, and agrees to pay, all Federal, state or local taxes relating to payments received by Security Firm for the performance of Security Services hereunder, including, without limitation, Federal income taxes, Social Security taxes, Federal Unemployment Compensations taxes, and other fees, charges, licenses or other payments required by law. If a court, administrative agency or other authorized person shall find that the Security Firm is an employee of the District hereunder, the Security Firm shall indemnify and hold the District harmless from and shall pay all taxes, fines, penalties, damages and other costs assessed against or incurred by the District in connection with such a finding by the applicable court, administrative agency or other authorized person.
14. **Insurance.** The Security Firm shall comply with all laws, rules and regulations applicable to worker's compensation and shall provide the District with a certificate of workers' compensation insurance in the amount required by law, and certificates of such other types of insurance as the District may reasonably request, in such form and in such amount as shall reasonably be acceptable to the District. Throughout the term of this contract the Security Firm shall obtain and maintain professional liability insurance in the amount of no less than \$1,000,000.00 per claim and \$3,000,000.00 in the aggregate as well as Commercial General Liability in the amount of no less than \$1,000,000.00 per claim and \$3,000,000.00 in the aggregate. Such policy must be issued by a duly licensed insurance company authorized to do business under the laws of the State of Texas.
15. **Indemnification.** SECURITY FIRM SHALL INDEMNIFY AND HOLD THE DISTRICT, ITS TRUSTEES, OFFICERS, EMPLOYEES, AGENTS AND REPRESENTATIVES HARMLESS FROM ANY AND ALL CLAIMS, DAMAGES, EXPENSES, LOSSES, SUITS, ACTIONS, JUDGMENTS, COSTS, AWARDS AND FEES, INCLUDING ATTORNEY'S FEES, ARISING

IN ANY WAY OR RELATED TO SECURITY FIRM'S PROVISION OF SECURITY SERVICES HEREUNDER OR THE PERFORMANCE BY SECURITY FIRM OF THIS AGREEMENT.

16. **Term and Termination.** This Agreement shall commence on the date specified as August 12, 2025, and shall continue in effect until May 22, 2026, or until terminated as provided herein. The Agreement may be renewed annually for an additional one-year term by written agreement by the Parties. The District or Security Firm may terminate this Agreement, with or without cause, by giving 30 days written notice of termination to the other party. The District may enter into a multi-year agreement for Security Services to be provided by Security Firm beyond the first fiscal school year covered by this Agreement, however in the event of non-availability of funds in any fiscal year to make payments pursuant to the Agreement, then the Agreement may be terminated with no penalty to the District.
17. **No Authority To Bind the District.** The Security Firm has no authority to enter into contracts or agreements on behalf of the District or in any way to act for or on behalf of the District.
18. **Notice.** Any notice or other communication given in connection with this Agreement shall be in writing and shall be delivered either by hand or by certified mail, return receipt requested, to the other party at the address for that party specified herein. Either party may change its address stated herein by giving written notice of the change in accordance with the provisions of this Section.

Notice For District:

Seguin Independent School District
Attn: Superintendent
1221 E. Kingsbury, Seguin TX 78155

Notice to Security Firm:

Strategic Training and Consulting, LLC
14405 Walters Road Suite 803
Houston, TX 77014

19. **Assignment.** Because of the professional nature of the Security Services to be provided by the Security Firm to the District hereunder, the Security Firm may not assign any or all of its rights, duties or obligations hereunder to any other person without the prior written consent of the District.
20. **Entire Agreement.** This Agreement constitutes the entire understanding and agreement between the parties with respect to the subject matter hereof. **The District and the Security Firm each represent, warrant and agree that no promise or agreement which is not expressed herein has been made to by either party and that neither party is relying upon any statements or representations other than those that are set forth in this Agreement and the attached exhibits.**
21. **Modification and Non-Waiver.** This Agreement may not be modified or amended except by written agreement executed by the parties hereto. The failure by either party to exercise any of its rights under this Agreement shall not be deemed a waiver of such rights or a waiver of any past, existing or future breach of this Agreement by the other party. Nothing in this Agreement will be deemed to waive, modify or amend any legal defense available at law or in equity to either of the Parties nor to create any legal rights or claim on behalf of any third party. Neither of the Parties waives, modifies or alters to any extent whatsoever the availability of any defense of immunity under the laws of the United States of America and/or the State of Texas.

22. **Governing Law.** This Agreement is made according to the laws of the state of Texas. The parties expressly agree that this Agreement is governed by and will be construed and enforced in accordance with the laws of the State of Texas and Guadalupe County. Venue for any dispute arising from this Agreement shall be in Guadalupe County, Texas.
23. **No Third Party Beneficiaries.** Nothing in this Agreement is intended, nor shall be deemed, to confer any benefits on any third party.
24. **No Boycott.**
- a. Pursuant to Texas Government Code Chapter 2271, if the value of Security Services provided in this Agreement exceeds \$100,000.00, and Security Firm is a company with more than 10 employees, then Security Firm warrants that it does not boycott Israel and shall not boycott Israel during the term of this Agreement.
 - b. Pursuant to Texas Government Code, Chapter 2274, Security Firm represents and warrants that it does not and will not boycott energy companies.
 - c. Pursuant to Texas Government Code, Chapter 2274, Security Firm represents and warrants that it does not discriminate against firearm entities or firearm trade associations.
 - d. Pursuant to Section 2155.0061 of the Texas Government Code, Security Firm is not ineligible to enter into this Agreement.
25. **Certification Regarding Terrorist Organizations.** Pursuant to Sections 2252.151-.154 of the Texas Government Code, the Security Firm hereby certifies that it is not a company identified on the Texas Comptroller's list of companies known to have contracts with, or provide supplies or Security Services to, a foreign organization designated as a Foreign Terrorist Organization by the U.S. Secretary of State under federal law.
26. **Felony Conviction.** Pursuant to Texas Education Code Section 44.034, Security Firm must give advance written notice if Security Firm's owner or employee has been convicted of a felony. This paragraph requiring advance notice does not apply to a publicly-held corporation.
27. **Child Support.** Pursuant to Texas Family Code, Section 231.006, Security Firm certifies that it is not ineligible to receive the specified grant, loan, or payment and acknowledges that the Agreement may be terminated, and payment may be withheld if this certification is inaccurate.
28. **Conflict Of Interest.** If applicable, CIQ Form as required by Board policy and law and found at <http://www.ethics.state.tx.us/data/forms/conflict/CIQ.pdf> will be executed and delivered to the District prior to Security Firm's delivery of Security Services.
29. **Authority:** Signatories warrant and attest that they have actual authority to execute this Agreement.
30. **Exhibits and Schedules Incorporated.** The following exhibits and schedules are incorporated herein:
- SCHEDULE 1- SERVICE COST OF SECURITY FIRM

IN WITNESS WHEREOF, the parties have executed this Agreement on the dates indicated by their signatures below. The “Effective Date” shall be the date on which the last party to sign this Agreement.

Strategic Training and Consulting, LLC

Seguin ISD

Signature
Andrea Collier-Williams, Owner

Date

Signature
Dr. Jack Lee, Superintendent

Date

SCHEDULE 1

SERVICE COST OF SECURITY FIRM

1. The District shall pay Security Firm an agreed set hourly rate for each hour worked by an assigned Security Officer, as set forth below. Assigned Security Officers will present a time record to the District, who will use good faith efforts to verify hours at the end of each week. In consideration for the Services provided pursuant to this contract **Seguin ISD** agrees to pay Contractor an amount not to exceed \$50.00 per hour, per officer with a 4-hour minimum. Strategic Training and Consulting, LLC’s Officers will work on property outlined in Attachment- I. Strategic Training and Consulting, LLC, should be notified 48 hours in advance to changes, Example (Holidays). Officers will enforce all rules of said property by enforcing all daily rules given by said properties and report all suspicious issues to upper management and assist with any unauthorized activities. In no event shall said properties pay for services not provided or in any way responsible for the actions of Strategic Training and Consulting, LLC’s employees.
2. The District shall not pay or be responsible for any overtime rates under this contract.
3. “Holiday hours” and/or “Double Time Rate” are those hours worked on the following days: Thanksgiving Day, Christmas Day, New Year’s Day, and July 4th. Holiday hours will be paid at the rate of two (2) times the Regular Hourly Labor Rate.
4. “Working Hours” are those hours the employees are actually on site working, excluding lunch time and/or breaks.
5. The District shall not reimburse for travel expenses, or vehicle mileage, nor shall the District reimburse for travel time. Hourly labor rates shall be all inclusive.
6. The District shall not reimburse the vendor for any separate patrol vehicle expenses and/or vehicle mileage. Expenses related to patrol vehicles shall be included within Hourly Rate.
7. The District shall not reimburse for cell phone usage.

8. The Security Firm shall be granted the option to request an adjustment to Hourly Labor Rates on each contract anniversary date. All adjustment requests affecting hourly labor rates must be made in writing to the Superintendent and in accordance with the conditions outlined herein.
9. The Security Firm agrees to submit a written billing statement to the District on a monthly basis. The written statement must identify the days the Security Firm provided Security Services, the type of Security Services provided, initials of students served, campus and the amount of time spent: start time and end time. Payment will be made within thirty (30) days after approval of Security Services provided.

INFORMATION ITEM: **Acknowledge Public Information Act Requests May–June 2025**

RECOMMENDATION: That the Board of Trustees acknowledges Public Information Act requests received since May 24, 2025.

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: May 24, 2025 – June 26, 2025 Public Information Act request roster

RESOURCE PERSONNEL: Dr. Jack Lee, Superintendent
Emily Allen, Executive Director of Communications

Submitted by:
 (Name) Dr. Jack Lee, Superintendent
 (Address) 1221 E. Kingsbury St., Seguin, TX 78155
 (Telephone) (830) 401-8614
 (Date) 07/22/25

Seguin ISD PIA Requests received from May 24 - June 2025

Date	Requester	Requested Documents	Status	Action
063 May 27, 2025	Former School Crossing Guard	Certification of training for school crossing guards	Completed	Document shared
064 May 27, 2025	James Stevens	Grievance documents	Completed	Documents shared
065 May 28, 2025	Elaine Nichols, Records Management	Employee information (names, years of service, salaries, positions, email, & phone)	Completed	Document shared
066 June 9, 2025	Cindy Moreno, Lonestar Home Solutions/River Valley Design Center	Quotes for elementary library flooring replacement project	Completed	Document shared
067 June 12, 2025	Mike Vichich, Records Retrieval Solutions	Purchase order information from Jan. 2020-March 2025	Completed	Document shared
068 June 18, 2025	Jacob Pavlasek, Red River Wealth Advisors	Employee information (names, campuses, and email)	Completed	Document shared

ACTION ITEM: **Personnel Action - Professional Employees**

RECOMMENDATION: Recommended that Board of Trustees approve the appointment of contractual employees recommended in July 2025.

RATIONALE: Strategic Goal # 4: Seguin ISD will improve student, parent, and staff satisfaction as determined by the Gallup Poll.

REFERENCE and COMPLIANCE: DC (LOCAL), Employment Practices - The Board retains final authority for employment of contractual personnel in a position other than teacher, librarian, school counselor, or school nurse. The Board delegates to the Superintendent the authority to employ teachers, librarians, school counselors, and school nurses.

BUDGET IMPACT/ INFORMATION: New hires associated with replacement of personnel have been budgeted prior to the hiring process.

PAPERWORK IMPACT: Minimal

EXHIBITS: Personnel Information

RESOURCE PERSONNEL: Jeremy Nueman, Chief Human Resources Officer

Submitted by:
(Name) Dr. Jack Lee, Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614
(Date) 07/22/25

ACTION ITEM: **Consider and Approve Potential Compromise and/or Change Order to Resolve Outstanding Project Closeout Issues on AJB Project**

RATIONALE: This will give the board the option to take action after closed session if necessary.

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

BUDGET IMPACT / INFORMATION: None

EXHIBITS: None

RESOURCE PERSONNEL: Elizabeth Banks, Chief Financial Officer, RTSBA

Submitted by:
(Name) Dr. Jack Lee, Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614
(Date) 07/22/25

ACTION ITEM:

Consideration and Possible Approval of an Increase to the Employer Contribution for Employee Health Insurance

RATIONALE:

We are asking the board to consider an increase in the employer contribution to employee health insurance. We have attached some other area school amounts for comparison. We had planned on bringing this with the compensation plan in August. However, that would not allow employees enough time to make changes.

REFERENCE and COMPLIANCE:

CRD Insurance and Annuities Management Health and Life Insurance

BUDGET IMPACT / INFORMATION:

None

EXHIBITS:

None

RESOURCE PERSONNEL:

Elizabeth Banks, Chief Financial Officer, RTSBA

Submitted by:

(Name)
(Address)
(Telephone)
(Date)

Dr. Jack Lee, Superintendent
1221 E. Kingsbury St., Seguin, TX 78155
(830) 401-8614
07/22/25

SEGUIN ISD HEALTH INSURANCE EMPLOYER CONTRIBUTIONS



Employer Contributions - 2016-present

2016 - 2017	\$288.00/\$293.00
2017 - 2018	\$288.00/\$293.00
2018 - 2019	\$310.00/\$315.00
2019 - 2020	\$310.00/\$315.00
2020 - 2021	\$368.00
2021- 2022	\$368.00
2022 - 2023	\$368.00
2023 - 2024	\$368.00
2024 - 2025	\$368.00



TRS ACTIVE CARE MONTHLY PREMIUMS

	TRS Active Care Primary	TRS Active Care Primary +	TRS Active Care HD (High Deductible)
2024-2025	\$426	\$499	\$437
2025-2026	\$468	\$548	\$482
Increase	\$42	\$49	\$45
Total Cost to Employee in 24-25	\$58	\$131	\$69
Total Cost to Employee in 25-26	\$100	\$180	\$114



OTHER AREA DISTRICTS EMPLOYER CONTRIBUTION

	2024-2025	2025-2026 (if known)
New Braunfels ISD	\$341.53	
Navarro ISD	\$315.00	\$347.00
San Marcos ISD	\$445.00	\$468.00
Gonzales ISD	\$350.00	
Nixon ISD	\$460.00	
Luling ISD	\$408.00	
Hays ISD	\$445.00	
La Vernia ISD	\$385.00	\$385.00



TOTAL COST TO DISTRICT

- Current Annual Cost to District - \$3.5 million
- Increasing Contribution by the amount of this year's largest increase (\$49) - increase in Seguin ISD cost of \$450,000
- Increasing Contribution to the lowest premium (Primary) - (\$100) - increase in Seguin ISD cost of \$930,000



THINGS TO CONSIDER

- These amounts are assuming the same employees take out the same plans
- Only benefits employees who take out health insurance (about 68% of our employees currently)



ACTION ITEM:

Nominate Candidate for the TASB Board of Directors

RECOMMENDATION:

That the Board of Trustees approve the nomination and endorsement of the candidate, Rich Sena, for the TASB Board of Directors.

RATIONALE:

The term of Region 20, position D of the TASB Board of Directors is expiring and would like the Board of Trustees' endorsement.

PAPERWORK

IMPACT:

None

**BUDGET IMPACT/
INFORMATION:**

None

EXHIBITS:

Endorsements for Rich Sena
TASB Endorsement Form

**RESOURCE
PERSONNEL:**

Dr. Jack Lee, Superintendent
Denise Crettenden, Board President

Submitted by:

(Name) Dr. Jack Lee, Superintendent
(Address) 1221 E. Kingsbury St., Seguin, TX 78155
(Telephone) (830) 401-8614
(Date) 07/22/25

Richard D. Sena
Trustee, Boerne ISD
235 Johns Rd, Boerne Tx 78006

June 23, 2025

Dear Mr. Alejandro Guerra:

I would like to introduce myself to you as one of Region 20's TASB Board of Directors, having served in this position since September 2023. I will be seeking reelection at the Delegate Assembly in September.

It has been an honor to serve as a trustee for Boerne ISD since May 2014. During that time, I have attended every TASB SLI convention and had the good fortune of completing Leadership TASB during the 2019-20 school year. It was a great opportunity to visit districts across our great state and see the many wonderful things being accomplished for Texas' 5.4 million public school students. Along with other trustees from Boerne, I have participated in numerous presentations and workshops at various SLI and TASA/TASB sessions.

As a first generation American I have seen through my family the value of a good public education in achieving the American Dream. I would not be where I am today without the support of my parents as well as many caring and dedicated educators.

One of my priorities as a trustee has been to be heavily engaged in legislative activities and develop strong relationships with our local legislators. Each legislative session our district's trustees spend a lot of time in Austin promoting the interests of our children, staff, and taxpayers. This advocacy continued in the 89th legislative session, where we visited all 180 members of the legislature and testified multiple times to advocate for Texas public schools.

I have enjoyed working with the other Region 20 TASB directors to promote increased involvement of our school districts. Region 20 had the second highest participation rate in the state during the last Delegate Assembly and also saw a significant increase in the response rate to the 2025 TASB member survey.

I kindly request that you and your district consider providing a formal statement of letter of support for my continued tenure as TASB director. Your support would be immensely valuable and would reinforce the strength and unity of our region.

Thank you for your consideration and I would be happy to discuss any questions or concerns that you may have. Please feel free to reach me anytime at rsena@gvvc.com or 210-833-4904.

Respectfully,



Rich


TASB
**TASB BOARD CANDIDATE
BIOGRAPHICAL SKETCH**

 DATE: March 24, 2025

 NAME: RICH SENA

 MAILING ADDRESS: [REDACTED]

 CITY: [REDACTED]

 ZIP: [REDACTED]

 BUSINESS PHONE: [REDACTED]

 RESIDENCE PHONE: [REDACTED]

 CELL PHONE: [REDACTED]

 FAX NUMBER (if applicable): n/a

We communicate with our Board members primarily via e-mail. Please list your preferred email address.

 E-MAIL: [REDACTED]

 SCHOOL DISTRICT: Boerne ISD

 LOCAL TERM EXPIRES: May 2026 YEARS ON BOARD: 11 Years
(Month/year)

Upon expiration of current term on your local board, will you seek reelection?

 YES NO

 BOARD POSITIONS HELD (including dates): President 2017-18, 2022-23. Vice President 2016-17.
2021-22. Secretary 2020-21, 2015-16

 OCCUPATION: Insurance Agent

 CURRENT EMPLOYER: Self-employed

 DATES: Since Dec. 2004

 EDUCATION-HIGH SCHOOL: Pelham Memorial HS

 COLLEGE: Colgate University

 OTHER EDUCATION: _____ DEGREES: BA – Political Science & International Relations

 HOBBIES/SPECIAL INTERESTS: Reading, Community Volunteer, Travel

 BUSINESS/PROFESSIONAL/CIVIC GROUP MEMBERS (offices held including dates): Boerne Sunrise Rotary – President 2022-23. Hill Country Pregnancy Care Center – Board Member 2011to present, President 2012-14. Hill Country Mission for Health Board Member, President 2012-13. Member, Boerne Planning & Zoning Commission 2009-2018. Boerne Chamber of Commerce member 2010 to present. Volunteer at Hill Country Daily Bread and Stand by Me Mentoring Program. Kendall County Republican Club – Vice President for Programs 2021. Columnist for Boerne Star local newspaper – 2011 to present. Sunday School Teacher at Currey Creek Church 2018 to present

 ADDITIONAL COMMENTS: I believe in community service and believe in the verse, "To whom much is given much is required." I enjoy the variety of activities I am involved in and feel blessed to have the flexibility in my work schedule that allows for this commitment.

Please attach a short bio and include a current picture in jpeg format.

March 24, 2025

To: TASB Board of Directors Nominating Committee



Biography – Rich Sena

I was born and raised in Pelham, New York, where I attended elementary and secondary public schools. After high school graduation, I attended and graduated from Colgate University, majoring in Political Science and International Relations. At Colgate I was very active in student life, serving as Director of our Big Brothers Big Sisters Program, and later as Student Body President.

Following college graduation, I began my career in advertising sales for a yellow pages publisher. I transferred to a startup operation in Texas in 1984 and served in a variety of leadership positions prior to becoming Vice President responsible for leading sales and marketing efforts for this \$50 million publisher, overseeing eight sales offices with over 200 employees.

Following the sale of this business, I became self-employed, opening up an insurance agency specializing in health insurance for small businesses. I have been in business for almost twenty years, and now have a mature client base which affords me the time to commit to public service.

I am lucky to have been raised by two loving parents who encouraged all their children to excel academically while giving back to the community. They led by example. My activities in Boerne include volunteering at a number of local non-profits, including Hill Country Daily Bread, Stand by Me Mentoring Program, and the Hill Country Mission for Health, where I also served as a board member. I continue to serve as a board member of the Hill Country Pregnancy Care Center.

Much of my community service focuses on our youth. I teach second graders at my church's Sunday School, and also volunteer as a student mentor in Boerne ISD's program.

Prior to being elected to the Boerne ISD Board of Trustees in 2014, I served on the district's Budget Committee and Long Range Planning Committee, which I believe prepared me well for board service. As a trustee, I have served on a number of different committees, as well as holding the offices of President, Vice President, and Secretary. I currently serve on the Facilities and Budget Committees and chair the Legislative Advocacy Committee. Our district has been very active in Austin advocating for public education. Prior to each legislative session our board adopts legislative priorities. We then form groups of local residents to travel to the capitol to visit with many legislators and staff members.

Though I greatly enjoy public service, my greatest joy comes from my children. My daughter [REDACTED], a graduate of Texas State, teaches fifth grade at Bill Brown Elementary School in Comal ISD, and my son [REDACTED], a Baylor graduate, sells homes for David Weekly Homes in San Antonio. [REDACTED] will give birth next month to my first grandchild, who will be a future Boerne ISD student!

I look forward to serving Texas public schools in an expanded capacity as a TASB Director. Public education is the great equalizer in society; it is what gave my immigrant parents the tools they needed to succeed in life. In 2019 I was fortunate to be accepted into Leadership TASB, and thoroughly enjoyed visiting different districts across the state and meeting fellow trustees.

Thank you for your consideration and I look forward to working with you.



TASB

TASB ENDORSEMENT FORM

DATE: 07/22/2025

Our school board endorses the candidacy of the following individual nominated to fill a position on the TASB Board of Directors.

CANDIDATE INFORMATION

NAME: Rich Sena

SCHOOL DISTRICT: Boerne ISD

****Board action must be taken no earlier than May 12, 2025, and no later than August 1, 2025****

This endorsement was approved by our school district's board of trustees at a duly called meeting

on 07/22/2025.
(Date)

Best regards,

(Signature of board president or officer)

PRINTED NAME: _____

SCHOOL DISTRICT: _____

MAILING ADDRESS: _____

CITY: _____ ZIP: _____

This form is to be used to endorse a nominated individual from a board of trustees within your TASB Region who is a timely candidate for a position on the TASB Board of Directors.

Must be received by TASB on or before AUGUST 1, 2025.

RETURN TO: E-mail: boardcommunications@tasb.org

ACTION ITEM: **Designate Official Voting Delegate and Alternate to the 2025 TASB Delegate Assembly in Houston, Texas on September 11th – 14th, 2025**

RECOMMENDATION: That the Board of Trustees designate a delegate and alternate to the 2025 TASB Delegate Assembly held in Houston.

RATIONALE: The names of the official voting delegate and alternate will be submitted to the Texas Association of School Boards.

PAPERWORK IMPACT: Minimal

BUDGET IMPACT/ INFORMATION: None

EXHIBITS: None

RESOURCE PERSONNEL: Dr. Jack Lee, Superintendent

Submitted by:
(Signature)

(Name) Dr. Jack Lee, Superintendent
(Address) 1221 E. Kingsbury St., Seguin, Texas 78155
(Telephone) (830) 401-8614
(Date) 07/22/25