



# North East Independent School District

8961 Tesoro Drive, San Antonio, Texas 78217

## NOTICE OF MEETING OF THE BOARD OF TRUSTEES

Notice is hereby given that a meeting of the Board of Trustees of the North East Independent School District will be held on December 11, 2023. The Board will convene in Open Session at 5:30 PM, then move into Executive Session and resume the public portion of the meeting no earlier than 6:15 PM. The Board will meet on the first floor of the Richard A. Middleton Education Center, 8961 Tesoro Drive, San Antonio, Texas 78217. Such meeting is a regular meeting.

The open session portion of the meeting is livestreamed, and members of the public may view the meeting by going to the North East Independent School District's YouTube channel. Click the link below or type it into your browser.

<https://www.youtube.com/c/NEISDtv>

Items will not necessarily be discussed or considered in the order they are printed. Anyone wishing exhibit information in accordance with Local Board Policy GBA, must contact the Public Information Officer.

### MISSION STATEMENT

We challenge and encourage each student to achieve and demonstrate academic excellence, technical skills, and responsible citizenship.

#### I. ESTABLISHMENT OF QUORUM AND CALL TO ORDER

#### II. EXECUTIVE SESSION

A. Personnel, including but not limited to Administrative Appointments pursuant to Government Code Section 551.074

1. Routine Personnel including but not limited to Administrative Appointments

a. Principal of Garner Middle School

B. Discussion Regarding Intruder Detection Security Audit pursuant to Government Code Section 551.076

#### III. RECONVENE INTO OPEN SESSION

#### IV. WELCOME FROM THE BOARD PRESIDENT

#### V. INVOCATION AND PLEDGE OF ALLEGIANCE

A. Jackson Middle School

**Presenter:** Cynthia Rubio, Principal

#### VI. RECOGNITIONS

A. President's Remarks on Acknowledgment of Special Calendar Events

#### VII. MATTERS FROM THE FLOOR

#### VIII. MATTERS FROM EXECUTIVE SESSION

A. Personnel Including but not Limited to Administrative Appointments pursuant to Government Code Section 551.074

1. Possible Action Regarding Routine Personnel including but not limited to Administrative Appointments

**Presenter:** Rudy Jimenez, Chief of Schools and Leadership

a. Principal of Garner Middle School

## IX. PRESENTATIONS

- A. Intruder Detection Audit by Texas School Safety Center
- B. North East Educational Foundation Annual Report to the Board of Trustees for July 2022 to June 2023 Fiscal Year 5  
**Presenter:** Katherine Sanchez-Rocha, Executive Director, Partnerships and North East Educational Foundation
- C. Balanced District Scorecard Update, Priority 3 6  
**Presenter:** Aubrey Chancellor, Executive Director of Communications

## X. SUPERINTENDENT COMMENTS

### XI. BOARD BUSINESS

- A. School Health Advisory Council Sub Committee Mid-Year Review  
**Presenter:** School Health Advisory Council Sub Committee Chairpersons
- B. Discussion and Possible Action Regarding School Health 7  
Advisory Council (SHAC) Recommendations for Edited HSAE Instructional Materials for 7th Grade  
**Presenter:** School Health Advisory Council

### XII. NEW BUSINESS FOR POSSIBLE BOARD ACTION

- A. Instruction and Campus Administration
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**Presenter:** Rudy Jimenez, Chief of Schools and Leadership
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**Presenter:** Anthony Jarrett, Chief Instructional Officer
  - 5. Discussion and Possible Action Regarding Employee Voice Survey Results and Discipline Data 18  
**Presenter:** Rudy Jimenez, Chief of Schools and Leadership
  - 6. Discussion and Possible Action Regarding Bexar County Mental Health Grant Update 19  
**Presenter:** Anthony Jarrett, Chief Instructional Officer
- B. Consent
  - 1. Business Services
    - a. Over 50K Purchases 20
  - 2. Operations
    - a. LEE High School and Reagan High School Kitchen Serving Line Upgrade Project-Bid Delivery Method Approval 22
  - 3. Minutes from November 2023
  - 4. End of Consent

### XIII. REPORTS

- A. Interim Financial and Management Reports
- B. Awarded Bid Report
- C. Federal Grants Report
- D. Open Records Request Report

**XIV. DISCUSSION AND POSSIBLE ACTION REGARDING BOARD MEMBERS' REQUEST(S) FOR ITEM(S) TO BE PLACED ON A FUTURE AGENDA AND/OR REQUEST(S) FOR REPORT(S) FROM THE ADMINISTRATION**  
**XV. ADJOURNMENT**

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*If, during the course of the meeting, discussion of any item on the agenda should be held in an Executive or Closed Session, the Board will convene in such Executive or Closed Session in accordance with the Open Meetings Act, Texas Government Code, Section 551.071, 551.072, and 551.074.*

**CERTIFICATE AS TO POSTING OR GIVING OF NOTICE**

On this 8th day of December, no later than 5:30 PM, this notice was posted on a bulletin board located at a place readily accessible and convenient to the public at the Richard A. Middleton Education Center, 8961 Tesoro Drive, San Antonio, Texas.

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The North East Independent School District does not discriminate on the basis of race, color, religion, gender, national origin, age or disability



## NORTH EAST INDEPENDENT SCHOOL DISTRICT

Date: December 11, 2023

Presenter: Rudy Jimenez  
Chyla Whitton, Executive  
Director for Human  
Resources

Subject: Employment of Personnel  
New Hires

Related Page(s): None

### **ACTION ITEM**

#### **BACKGROUND INFORMATION**

Policy DC (LOCAL) states: "The Superintendent has sole authority to make recommendations to the Board regarding the selection of contractual personnel in the following categories: central office administrator from the director level and above and campus administrator, including principals and assistant principals." Final authority for employment of contractual personnel in these categories shall be retained by the Board.

#### **ADMINISTRATIVE CONSIDERATION**

Campus personnel are recommended for employment by campus principals in accordance with TEC § 11.202(b). All other personnel are recommended by appropriate supervisors. In both cases, the candidate deemed "best qualified" has been selected.

#### **BUDGETARY CONSIDERATION**

New hires associated with replacement of personnel have been budgeted prior to the hiring process. New hires associated with recently established positions are covered by a contingency fund established by the Board for this purpose. Should the cost of such positions exceed the funds so budgeted, then a separate budget amendment is brought before the Board prior to additional positions being filled.

#### **ADMINISTRATIVE RECOMMENDATION**

It is recommended that the Board of Trustees of the North East Independent School District approve the hiring of new personnel as presented.

#### **BOARD ACTION REQUIRED**

Approval/Disapproval



# NORTH EAST INDEPENDENT SCHOOL DISTRICT

Date: December 11, 2023

Presenter: Kimberly Prater  
2023 NEEF Chairwoman,  
Katherine Sanchez-Rocha,  
Executive Director,  
Partnerships & NEEF

Subject: North East Educational Foundation  
Annual Report to the Board of Trustees for  
The July 2022 to June 2023 Fiscal Year

Related Page(s): NEEF Annual  
Report Document

## PRESENTATION

### **BACKGROUND INFORMATION**

During the April 10, 2017, NEISD Board of Trustees assembly, the North East Educational Foundation (NEEF) submitted a resolution seeking endorsement for allocating full-time positions within NEISD dedicated to collaborating with the NEEF. Following a thorough assessment, the Board of Trustees sanctioned adding three new full-time positions designated for NEEF collaboration. The NEISD Director of Partnerships assumed the role of Executive Director of Partnerships and NEEF, a Community Relations Specialist was engaged to accommodate 50% of the NEEF workload, and a Development Coordinator was appointed to manage 75% of the NEEF workload.

This direct collaboration with our NEISD district now extends to accepting earmarked funds for the North East Educational Foundation, particularly for NEISD campuses, along with projects and grants sponsored by NEEF. Consequently, NEEF has gained the capacity to cultivate positive exposure, forge partnerships, and secure increased funding for the betterment of NEISD students and educators.

### **ADMINISTRATIVE RECOMMENDATION**

The North East Educational Foundation Board promised to deliver an annual report to the Board of Trustees on the status of their fundraising efforts each year. This report will summarize the progress of NEEF from July 2022 through June 2023.

### **BOARD ACTION REQUIRED**

None



## NORTH EAST INDEPENDENT SCHOOL DISTRICT

Date: December 11, 2023

Presenter: Aubrey Chancellor,  
Executive Director,  
Communications

Subject: Balanced District Score Card

Related Page(s):

### PRESENTATION

#### BACKGROUND INFORMATION

In January/February of 2022, the North East ISD Board of Trustees began to develop a Balanced District Scorecard to define key priorities related to students, staff, stakeholders, and stewardship. The idea was that this would be the strategic vision for education over the next five years in NEISD. Public input was gathered through a survey and numerous focus group sessions, consisting of parents, community members and staff. The Scorecard was approved by the Board in September of 2022. This presentation is to discuss **Priority #3 Stakeholders: We collaborate with students, families, and community members to support learning.**

#### BOARD ACTION REQUIRED

None



# NORTH EAST INDEPENDENT SCHOOL DISTRICT

Date: December 11, 2023

Presenter: Tony Kaman  
School Health Advisory  
Council Chairperson

Subject: School Health Advisory Council (SHAC)  
Recommendations for Edited HSAE  
Instructional Materials for 7<sup>th</sup> Grade

Related Page(s): 7<sup>th</sup> Grade HSAE Edited  
Instructional Materials  
(Teacher Leader Guide,  
Student Note-Taking  
Guides, Digital Teacher)  
Tool

## ACTION ITEM

### **BACKGROUND INFORMATION**

As part of the May 8, 2023, adoption of the *Choosing the Best* curriculum for instruction in Human Sexuality and Abstinence Education (HSAE) and abuse/violence prevention, the School Health Advisory Council (SHAC) recommended, and the Board of Trustees approved that any edits to instructional materials be reviewed by SHAC and brought to the Board for approval prior to implementation. All instructional materials, including NEISD Teacher Leader Guides, Teacher Tools, videos, and student note-taking guides for the 7th grade HSAE and abuse prevention curriculum have been closely reviewed by the Classroom Health & Sex Ed (CHaSE) Standing Committee whose revision recommendations were approved by the full SHAC with a vote of 27 - 2.

### **ADMINISTRATIVE CONSIDERATION**

SHAC meetings and standing committee work sessions were conducted under the requirements as set forth in BDF (Legal), BDF (Local), EHAA (Legal), and the NEISD SHAC bylaws, and all instructional materials to be used in instruction in the 7th grade health TEKS for HSAE and abuse/violence prevention were thoroughly reviewed and edited based on detailed and deliberate discussion by the CHaSE Standing Committee with approval of the full SHAC.

### **ADMINISTRATIVE RECOMMENDATION**

The Administrative Staff brings forth to the Board of Trustees the recommendation to adopt the edited instructional materials for HSAE and abuse/violence prevention for 7th grade as presented by the 2023-2024 SHAC and certify that all 7th grade students who have opted into this curriculum will be provided with instruction that complies with Texas law and covers 100% of the health TEKS related to HSAE and abuse/violence prevention. Additionally, because this curriculum is new to NEISD and because the health TEKS for 7th and 8th grade are bundled together, it is recommended that this curriculum also be provided to 8<sup>th</sup> graders for the 2023-2024 school year only. This will allow 8th graders to have the opportunity for instruction while also providing SHAC the time necessary to complete the review and recommendation for the 8th grade materials in time for implementation in the 2024 - 2025 school year.

### **BOARD ACTION REQUIRED**

Approval/Disapproval



## NORTH EAST INDEPENDENT SCHOOL DISTRICT

Date: December 11, 2023

Presenter: Jennifer Aguilar  
Director, PE, Health &  
Athletics

Subject: Off Campus Physical Activity Approval

Related Page(s): Agency Application  
Process

### ACTION ITEM

#### **BACKGROUND INFORMATION**

In accordance with 19 TAC 74.12(b)(6)(C)(iii), the required 1.0 state graduation credit for physical education may be earned through participation in an appropriate private or commercially sponsored physical activity program conducted on or off campus as long as it is approved by the commissioner of education. NEISD offers Category I substitutions as part of the Off Campus Physical Activity program for high school students who participate in at least 15 hours a week of Olympic-level, highly intensive, professional, supervised training and/or competition. NEISD has historically extended this substitution to middle school students.

In 2023, TEA released updated guidance on substitutions for physical activity which clarified that middle school students cannot utilize the Category I private or commercially sponsored physical activity substitution. Instead, school districts may exempt middle school students from the moderate or vigorous physical activity requirement if they participate in an activity sponsored by a private league or club as long as that activity is structured and the student provides proof of participation (Texas Education Code 28.002). A “structured activity” as defined by 19 TAC 103.1003 is one that meets, at minimum, each of the following requirements:

- The activity is based on the grade appropriate movement, physical activity and health, and social development strands of the essential knowledge and skills for physical education; and
- The activity is organized and monitored by appropriately trained instructors who are part of a program that has been certified by the board.

#### **ADMINISTRATIVE CONSIDERATION**

By participating in the Off Campus Physical Activity program, students have the opportunity to continue competing in Olympic-level activities not offered by the district as part of their regular school day. A rigorous application and renewal process is utilized by the District to ensure that the training facility and instructors are of exceptional quality, the activities are structured, and proof of participation at the Olympic level is documented. With approval from the Board of Trustees, the District can continue providing this opportunity to middle school students.

#### **ADMINISTRATIVE RECOMMENDATION**

The Administrative Staff brings forth to the Board of Trustees the recommendation to approve and certify the use of Off Campus Physical Activity as a substitution for the physical activity requirement for middle school students. These district-vetted private leagues or clubs provide structured activities (per the definition of 19 TAC 103.1003) along with adequate proof of student participation.

#### **BOARD ACTION REQUIRED**

Approval/Disapproval



**North East ISD**  
**Off Campus Physical Activity (OCPA)**  
**Application Process Overview**

<b>Agency Application Process</b>	
Time Frame	Steps
January 1 - March 1	Potential OCPA Agencies submit the following information to the PE & Health Department (application forms available on the NEISD PEH website): <ul style="list-style-type: none"> <li>● <a href="#">Agency Application</a></li> <li>● <a href="#">Instructor Training Agreement</a></li> <li>● <a href="#">Site Agreement Form</a></li> </ul>
January 1 - third week of March	NEISD PE & Health Department reviews and verifies agency applications, instructor training agreements, credentials, site agreements, and insurance.
	When all agency paperwork is verified, NEISD PE & Health Department conducts onsite interviews with new agencies.
	Verified agencies submit <a href="#">NEISD OCPA Responsibilities for Agencies</a>
March 31	<a href="#">NEISD agency list</a> updated and posted on NEISD OCPA website and added to OCPA portal prior to student applications opening April 1.
Late May - first week of June	NEISD agency list submitted to superintendent for approval
	<a href="#">OCPA Approval Request</a> submitted to TEA (every 3 years or if new agencies added) following <a href="#">TEA's OCPA Instructions</a>

<b>Student Application Process</b>	
Time Frame	Steps
April 1- June 15	Interested students submit their request through the OCPA portal in Skyward.
	Student request sent to approved OCPA Agency for verification of the following: <ul style="list-style-type: none"> <li>● Competition Level               <ul style="list-style-type: none"> <li>○ Documents confirming student competed in at least two Olympic or national level competitions</li> </ul> </li> <li>● Time Requirements               <ul style="list-style-type: none"> <li>○ 15 hours / week</li> </ul> </li> <li>● Number of competitions per school year               <ul style="list-style-type: none"> <li>○ At least two</li> </ul> </li> <li>● Absentee Report and Grade Reporting</li> <li>● Communication / visitation to program allowed</li> <li>● Adult supervision at all times</li> </ul>
April 1 - July 31	NEISD PE & Health Department reviews and verifies schedules and supporting documents. Families submit <a href="#">NEISD OCPA Responsibilities for Families</a> .
	Verified student applications sent to campus principal for approval.
June 15 - start of school	List of approved OCPA students sent to campus lead counselor and data processor



# NORTH EAST INDEPENDENT SCHOOL DISTRICT

Date: December 11, 2023

Presenter: Anthony Jarrett, Chief Instructional Officer; Dr. Esmeralda Muñoz, Executive Director for Learning Support Services

Subject: 2024 - 2025 District Instructional Calendar

Related Page(s): NEISD Website

## ACTION ITEM

### **BACKGROUND INFORMATION**

Two North East Independent School District (NEISD) 2024-2025 calendar options were developed based on stakeholder feedback obtained through a district survey sent out on October 5, 2023, DEIC work session, and campus votes. Both calendars are presented for consideration. The proposed calendars fall within the legal guidelines established by the State of Texas and NEISD's legal policy. Daily student instructional minutes, academic priorities, bad weather days, and holidays were considered in creating both calendar options.

As defined by the 84<sup>th</sup> Legislative session, all calendars comply with HB 2610 guidelines, including no less than 75,600 minutes of instruction for the school year. The calendars do not include the use of T.E.A. waiver days.

### **ADMINISTRATIVE CONSIDERATION**

On Tuesday, November 28, 2023, each NEISD campus was provided with two calendar options for the 2024 - 2025 school year. Campus principals obtained votes from their campus staff and were asked to cast one campus vote based on those results. On Wednesday, December 6, 2023, the final results were recorded for all campuses. They are as follows:

- Calendar A District of Innovation 180 Days (Eligible for 5 waiver days due to weather, health, and safety reasons): **20%**
- Calendar B District of Innovation 177 Days (Waiver days may only apply after the two make-up days have been utilized and/or if any additional minutes have been applied): **80%**

On Wednesday, December 6, 2023, the District Educational Improvement Council (DEIC), comprised of teachers, school administrators, parents, and community members, met and discussed both calendar options. The majority of the council members agreed and were not in favor of the campus 177-Day Calendar B recommendation for the 2024-2025 school year. NEISD asked that participants fill out a Google form to submit their final vote and briefly explain the rationale behind their final selection.

- Of 17 members on DEIC, 14 members were present for the DEIC virtual meeting and three did not attend.
- Of the 14 members who submitted their form responses, 9 members did not support the campus Calendar B vote with 177 school days and preferred Calendar A with 180 days for the 2024-2025 school year. Five of the 14 members who submitted their responses were in favor of the campus Calendar B 177-Day selection.

Calendar A contains 180 instructional days and 187 teacher days. The first day of instruction for the 2024 – 2025 school year is Monday, August 12, 2024, and the last day of instruction is Thursday, May 29, 2025. Semester 1 ends Friday, December 20, 2024, for a total of 87 instructional days. Semester 2 begins Tuesday, January 7, 2025, and ends Thursday, May 29, 2025, for a total of 93 instructional days.

Calendar B contains 177 instructional days and 187 teacher days. The first day of instruction for the 2024-2025 school year is Monday, August 12, 2024, and the last day of instruction is Thursday, May 22, 2025. Semester 1 ends on Friday, December 20, 2024, for a total of 87 instructional days. Semester 2 begins on Monday, January 6, 2025, and ends on Thursday, May 22, 2025, for a total of 90 instructional days.

**ADMINISTRATIVE RECOMMENDATION**

It is recommended that the Board of Trustees approve the campus-recommended Calendar B 177-day calendar for the 2024-2025 NEISD District Instructional Calendar based on the information presented.

**BOARD ACTION REQUIRED**

Approval/Disapproval



# North East ISD 2024 – 2025 180 & 177 Calendar Side-by-Side

\* indicates DIFFERENCES between Calendars

180-Day Academic Calendar		177-Day Academic Calendar	
August		August	
8/5 – 8/9	Staff Development Days	8/5 – 8/9	Staff Development Days
8/12	First Day of School	8/12	First Day of School
September		September	
9/2	Student/Staff Holiday (Labor Day)	9/2	Student/Staff Holiday (Labor Day)
9/11 - 9/12	Early Release Elementary (Parent/Teacher Conference)	9/11 - 9/12	Early Release Elementary (Parent/Teacher Conference)
October		October	
10/11	Early Release All Grade Levels	10/11	Early Release All Grade Levels
10/14	Student & Staff Holiday	10/14	Student & Staff Holiday
November		November	
11/4	Early Release All Grade Levels	11/4	Early Release All Grade Levels
11/5	Student/Staff Holiday (Election Day)	11/5	Student/Staff Holiday (Election Day)
11/25	Teacher Choice Day*	11/25 - 11/26	Teacher Choice Days*
11/25 – 11/29	Student/Staff Holiday (Thanksgiving Break)	11/25 – 11/29	Student/Staff Holiday (Thanksgiving Break)
December-January		December-January	
12/19 - 12/20	Early Release High Schools	12/19 - 12/20	Early Release High Schools
12/23 – 1/3	Student/Staff Holiday (Winter Break)	12/23 - 1/2	Teacher Holiday (Winter Break)*
		12/23 – 1/3	Student Holiday (Winter Break)
January		January	
1/6	Student Holiday/Staff Development*	1/3	Student Holiday/Staff Development*
1/20	Student/Staff Holiday (President’s Day)	1/20	Student/Staff Holiday

			(President's Day)
1/29 - 1/30	Early Release Elementary (Parent/Teacher Conference)	1/29 - 1/30	Early Release Elementary (Parent/Teacher Conference)
February		February	
2/14	Early Release All Levels*	2/14	No Early Release*
2/17	Student/Staff Holiday (Bad Weather Make-Up #1)	2/17	Student Holiday/Staff Development* (Bad Weather Make-Up #1)
March		March	
3/7	Early Release All Grade Levels	3/7	Early Release All Grade Levels
3/10 – 3/14	Student/Staff Holiday (Spring Break)	3/10 – 3/14	Student/Staff Holiday (Spring Break)
April		April	
4/18	Student/Staff Holiday (Good Friday)	4/18	Student/Staff Holiday (Good Friday)
May		May	
5/2	Student/Staff Holiday (Battle of Flowers)	5/2	Student/Staff Holiday (Battle of Flowers)
		5/21 - 5/22	Early Release High Schools*
		5/22	Last Day of School*
		5/23	Teacher Workday
5/26	Student/Staff Holiday (Memorial Day)	5/26	Student/Staff Holiday (Memorial Day)
		5/27	Bad Weather Make-up # 2*
5/28 - 5/29	Early Release High Schools*		
5/29	Last Day of School*		
5/30	Bad Weather Make-up # 2*		

## 2024 – 2025 Early Release Days

+Early Release Days are subject to change

Option A – DOI 180	Option B – DOI 177
September 11-12, 2024 Elementary Only (Parent/Teacher Conference)	September 11-12, 2024 Elementary Only (Parent/Teacher Conference)
October 11, 2024 All Grade Levels	October 11, 2024 All Grade Levels
November 4, 2024 All Grade Levels	November 4, 2024 All Grade Levels
December 19 - 20, 2024 High School Only	December 19 - 20, 2024 High School Only
January 29 - 30, 2025 Elementary Only (Parent/Teacher Conference)	January 29 - 30, 2025 Elementary Only (Parent/Teacher Conference)
February 14, 2025 All Grade Levels*	No Early Release in February*
March 7, 2025 All Grade Levels	March 7, 2025 All Grade Levels
May 28 - 29, 2025 High School Only	May 21 - 22, 2025 High School Only

Teacher Choice Hours	
6 hours of Teacher Choice	12 hours of Teacher Choice



# NORTH EAST INDEPENDENT SCHOOL DISTRICT

Date: December 11, 2023

Presenter: Anthony Jarrett, Chief Instructional Officer; Dr. Esmeralda Muñoz, Executive Director for Learning Support Services

Subject: Extended School Year Calendar 2024-2025

Related Page(s): NEISD Website

## ACTION ITEM

### **BACKGROUND INFORMATION**

On March 1, 2021, North East Independent School District (NEISD) recommended and approved an Extended School Year 180-day Calendar for Larkspur, Serna, and Jackson-Keller Elementary campuses. As part of House Bill 3, school districts that adopted a 180-day calendar and met the 75,600 minutes of instruction qualify for half-day funding for up to 30 additional instructional days for students in Pre-K-fifth grade.

As defined by the 84<sup>th</sup> Legislative session, all calendars complied with HB 2610 guidelines, including no less than 75,600 minutes of instruction for the school year. The calendars did not include the use of T.E.A. waiver days because they were not permissible at the time.

### **ADMINISTRATIVE CONSIDERATION**

After careful review of data for the past 2.5 years and communication with all campus stakeholders (in-person and surveys), Larkspur, Serna, and Jackson-Keller elementary schools would like to transition back to the NEISD board-approved non-extended school year calendar for the 2024-2025 school year. In an effort to support the transition back to our district wide calendar, all three campuses will develop plans for prevention, intervention, and extensions/enrichment within their campus goals.

Considering the feedback from campuses desire to return to our traditional district calendar a survey was sent on Tuesday, November 28, 2023, with two calendar options for the 2024 - 2025 school year. Campus principals obtained votes from their campus staff and were asked to cast one campus vote based on those results. On Wednesday, December 6, 2023, the final results were recorded for the three campuses. They are as follows:

- Calendar A District of Innovation 180 Days: 1 ESY elementary campus
- Calendar B District of Innovation 177 Days: 2 ESY elementary campuses

The District Educational Improvement Council (DEIC) comprised of teachers, school administrators, parents, and community members, met on Wednesday, December 6, 2023, and recommended Calendar B District of Innovation 177-Day calendar for the 2024-2025 school year.

Calendar B contains 177 instructional days and 187 teacher days. The first day of instruction for the 2024-2025 school year is Monday, August 12, 2024, and the last day of instruction is Thursday, May 22, 2025. Semester 1 ends on Friday, December 20, 2024, for a total of 87 instructional days. Semester 2 begins on Monday, January 6, 2025, and ends on Thursday, May 22, 2025, for a total of 90 instructional days.

**ADMINISTRATIVE RECOMMENDATION**

It is recommended that the Board of Trustees approve for all three Extended School Year (ESY) campuses to return to our approved traditional calendar for the 2024-2025 school year.

**BOARD ACTION REQUIRED**

Approval/Disapproval



# NORTH EAST INDEPENDENT SCHOOL DISTRICT

Date: December 11, 2023

Presenter: Anthony Jarrett

Subject: Proposed Increase in SSA Tuition Rates  
For 2024-2025 School Year

Related Page(s): None

## ACTION ITEM

### **BACKGROUND INFORMATION**

North East Independent School District (NEISD) currently has a Shared Services Agreement (SSA) with Alamo Heights ISD, Comal ISD, and Judson ISD to support students who attend the NEISD Regional Day School Program for the Deaf. Marion ISD has also submitted a request to join the NEISD SSA for the 2024-2025 school year. NEISD is proposing an increase in the tuition following the schedule below:

School Year	Proposed Increase
2024-2025	\$25, 258 per year
2025-2026	\$27, 258 per year
2026-2027	\$29, 258 per year

The current tuition rate for the 2023-2024 school year is \$15,258. The proposed increase would be charged to member districts for each student who attends NEISD Regional School for the Deaf cluster site program. The increase in tuition is being recommended to continue to fund the staff to cover this cluster site program and additionally cover expenses associated with contract agency usage for staff absences.

### **ADMINISTRATIVE CONSIDERATION**

NEISD holds 2 SSA member meetings per year to update the member districts on district programs, supports and services. SSA members were made aware in September 2023 that an increase was being proposed to the board. If the board approves the proposed action item, the SSA members have until January 1, 2024, to inform NEISD if they wish to withdraw from the SSA for the following school year.

### **ADMINISTRATIVE RECOMMENDATION**

It is recommended that the Board of Trustees approve SSA Tuition increase rates on the schedule listed above.

### **BOARD ACTION REQUIRED**

Approval/Disapproval



## NORTH EAST INDEPENDENT SCHOOL DISTRICT

Date: December 11, 2023      Presenter: Tyler Shoesmith, Executive Director, Pupil Personnel Services

Subject: Employee Voice Survey      Related Page(s):  
Results and Discipline Data

### **ACTION ITEM**

#### **BACKGROUND INFORMATION**

During the November 13, 2023, Regular Board Meeting, the Board of Trustees requested a presentation on the following items:

- Employee Voice Survey results and teacher comments related to the survey response 'Classroom Management in regard to discipline policies and procedures.'
- Five-year comparison of discipline data
- List of Board Policies, Administrative Regulations, and Student Code of Conduct related to discipline.

#### **BOARD ACTION REQUIRED**

None



## NORTH EAST INDEPENDENT SCHOOL DISTRICT

Date: December 11, 2023

Presenter: Anthony Jarrett  
Chief Instructional  
Officer

Subject: Bexar County Mental Health Grant Update

Related Page(s): Attached  
(If Any)

### **ACTION ITEM**

#### **BACKGROUND INFORMATION**

North East ISD is a recipient of the 2024-2026 Bexar County American Rescue Plan Act Grant that expands and provides wrap-around services for mental health and student services. The North East ISD iteration of this grant funding is entitled, Fit Mind, Fit Self, Fit Future, which focuses on students and their families who fall below 60% of the community mean income or meet the at-risk indicators. At the time of our application, 52.7% of the district population is economically-disadvantaged with 42% qualifying for free meals. Additionally, nearly 20,000 students attend Title 1 schools. Grants funds usage will be used to reduce the number of discipline referrals and increase the number of students equipped to manage emotions, address mental issues, provide tools that connect families with a variety of social services for on-going and sustainable support. This presentation will provide an update on grant activities and expenditures to date as requested by the Board of Trustees.

#### **BOARD ACTION REQUIRED**

None



## NORTH EAST INDEPENDENT SCHOOL DISTRICT

Date: December 11, 2023

Presenter: Dan Villarreal  
Valerie Rueda, Executive Director  
Procurement & eCommerce

Subject: \$50,000 Purchases

Related Page(s): Attachment

### CONSENT ITEM

#### **BACKGROUND INFORMATION**

Texas Education Code §44.031 requires all school district contracts, except contracts for the purchase of produce or vehicle fuel, valued at \$50,000 or more in the aggregate for each 12-month period shall be made by one of the methods listed in the Code providing the best value for the district. Board Policy CH (LOCAL) states, "The Board delegates to the Superintendent or designee the authority to make budgeted purchases for goods or services. However, any single, budgeted purchase of goods or services costing \$50,000 or more, regardless of whether the goods or services are competitively purchased, shall require Board approval before a transaction may take place."

#### **ADMINISTRATIVE CONSIDERATION**

The purpose of this consent item is to ask for Board authorization to expend funds for previously approved budgeted expenditures for 2023-2024, which meet or exceed \$50,000 from the attached listed vendors. The attachment reflects categories of purchases, vendor names, descriptions of goods or services and estimated 2023-2024 expenditures. These purchases comply with applicable bid laws. The attachment includes estimated aggregate expenditures exceeding \$50,000 during the school year.

By approving this consent item, each approved budgeted item will not have to be presented again, saving considerable time and resources.

#### **BUDGETARY CONSIDERATION**

The estimated expenditure amounts are budgeted in various District accounts which were approved at the Board of Trustees meeting on June 12, 2023. Funds being expended include general funds, bond funds, grant funds, special revenue funds, internal service funds and enterprise funds.

#### **ADMINISTRATIVE RECOMMENDATION**

The Superintendent recommends the Department of Procurement & eCommerce be authorized to expend funds listed in the attachment for fiscal year 2023-2024.

#### **BOARD ACTION REQUIRED**

Approval/Disapproval

**ATTACHMENT**  
**BUDGETED PURCHASES OF GOODS OR SERVICES COSTING \$50,000 OR MORE**  
**NEISD BOARD MEETING**  
**December 11, 2023**

<b>Category</b>	<b>Vendor(s) Name</b>	<b>Description of Goods/Services</b>	<b>Estimated Expenditures 2023-2024</b>	<b>Bid Compliance</b>	<b>Notes</b>
School Nutrition	AceMart	Cook Tek Induction Food Wells-16 Elementary Schools & Milk Merchandisers-LEE & Reagan	\$346,750	09-23	Purchase over \$50,000 requires the Board's approval.
School Nutrition	Santex Truck Centers, Ltd.	Warehouse Refrigerated Delivery Truck	\$193,000	HGAC Co-op	Purchase over \$50,000 requires the Board's approval.
School Nutrition	Danone	Food Products Direct from Manufacturer	\$590,903	55-23	June Board approved \$315,903. Additional \$275,000 needed for food purchases.
MIS	Cendien	Lawson Migration Project	\$200,000	34-19	October Board approved \$140,000. Additional \$60,000 needed.



# NORTH EAST INDEPENDENT SCHOOL DISTRICT

Date: December 11, 2023

Presenter: Anthony J. Mitchell  
Ish Flores, Interim  
Executive Director, CM&E

Subject: LEE HS and Reagan HS Kitchen Serving Line  
Upgrade Project - Bid Delivery Method Approval

Related Page (s): None

## **CONSENT ITEM**

### **BACKGROUND INFORMATION**

LEE HS and Reagan HS are the two remaining high schools with serving lines that are not up to current School Nutrition Services kitchen standards. LEE HS has seven serving lines: three serving lines were upgraded to current kitchen standards in 2015 and the remaining four serving lines were last upgraded in 2003. Reagan HS has six serving lines with one snack bar area and they are the original serving lines constructed with the campus in 1999. The consulting firm of Pfluger Architects is employed as the professional consulting team for this project. This project will upgrade the serving lines at both campuses which consist of new serving counters, pass-through warmers/coolers, painting, and modifications to the flooring, lighting, ceilings, electrical power, and plumbing lines. At LEE HS, four serving lines will be upgraded and at Reagan HS, six serving lines will be upgraded and the snack bar area will be converted to a new serving line.

### **ADMINISTRATIVE CONSIDERATION**

This project is approved in the School Nutrition Services fund program.

### **BUDGETARY CONSIDERATION**

The program budget for this project equals \$4,000,000.00 in project construction cost for two campuses which includes \$125,000.00 in program contingency funds and \$312,500.00 in consultant fees for a total program budget of \$4,312,500.00.

### **RECOMMENDATION**

It is recommended that the Board of Trustees approve the release of bid documents for the LEE HS and Reagan HS Kitchen Serving Line Upgrade Project using the Request for Competitive Sealed Proposal Bid Delivery Method and authorize the Construction Management and Engineering Department's solicitation of contractor bids for this project.

### **BOARD ACTION REQUIRED**

Approval/Disapproval