



# 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 November 17, 2025 at 5:30 PM, in the Boardroom on the first floor of the Richard A. Middleton Education Center, 8961 Tesoro Drive, San Antonio, Texas. Such meeting is a special 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>

- 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. Executive Director of Technology Services
    - 2. Proposed Recommendation for Termination of Chapter 21 Probationary Contract Employee
    - 3. Discussion Regarding Review of Administrative Position Duties
- III. RECONVENE INTO OPEN SESSION
- IV. MATTERS FOM 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 3
      - a. Executive Director of Technology Services
    - 2. Possible Action Regarding Proposed Recommendation for Termination of Chapter 21 Probationary Contract Employee 4
- V. NEW BUSINESS FOR POSSIBLE BOARD ACTION
  - A. Operations
    - 1. Possible Action Regarding Issuance of Request for Qualification for Professional Architectural and Engineering Design and Consulting Professional Services for the 2025 Bond Program 5

**Presenter:** Deb Caldwell, Chief Operations Officer
    - 2. Possible Action Regarding Issuance of Request for Qualifications for Design-Build Services for the 2025 Bond Program 6

**Presenter:** Deb Caldwell, Chief Operations Officer
- VI. 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 11th day of November, 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: November 17, 2025

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: November 17, 2025

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

Subject: Proposed Recommendation  
For Termination of Chapter 21  
Probationary Contract Employee

Related Page(s): None

## ACTION ITEM

### **BACKGROUND INFORMATION**

In accordance with the Texas Education Code § 21.104(a) and Board Policy DFAA (Legal) “Any probationary contract employee may be discharged at any time for good cause as determined by the board. “Good cause” is the failure to meet the accepted standards of conduct for the profession as generally recognized and applied in similarly situated school districts in this state.”

### **ADMINISTRATIVE CONSIDERATION**

Formal approval of the proposed recommendation for termination of Chapter 21 Probationary contract employee by the Board of Trustees is required.

### **BUDGETARY CONSIDERATION**

Money is budgeted each year in the appropriate accounts for potential Chapter 21 hearings before Hearing Examiners.

### **ADMINISTRATIVE RECOMMENDATION**

It is recommended that the Board of Trustees of the North East Independent School District approve the proposed termination of the identified employee Chapter 21 Probationary contract discussed in executive session and notify the employee of the proposed action to include the grounds for the action.

### **BOARD ACTION REQUIRED**

Approval/Disapproval



# NORTH EAST INDEPENDENT SCHOOL DISTRICT

Date: November 17, 2025

Presenter: Deb Caldwell, Chief  
Operations Officer  
Jorge Cabello, Exec. Dir.  
Construction Management &  
Engineering

Subject: Issuance of Request for  
Qualification for Professional  
Architectural and Engineering  
Design and Consulting  
Professional Services for the  
2025 Bond Program

Related Pages(s): None

## ACTION ITEM

### **BACKGROUND INFORMATION**

In compliance with Texas Government Code Chapter 2254, our District proposes to issue and use a two-step Request for Qualifications (RFQ) process to secure Architectural and Engineering (A/E) professional services in support of the 2025 Bond Program. The first step will focus on selecting the most qualified design professionals based on demonstrated competence, reputation, experience, and ability to do the work, while the second step will involve negotiating a service contract with the selected firms at a fair and reasonable price.

### **ADMINISTRATIVE CONSIDERATION**

The RFQ will support our District's 2025 Bond Program as approved by voters on November 4, 2025. Votes were canvassed by the Board of Trustees during a public board meeting on November 13, 2025.

An internal committee will review and evaluate Statements of Qualifications from interested A/E firms, interview prospective firms, and recommend a slate of qualified A/Es to the Superintendent and Board of Trustees at a future Board meeting in accordance with Board Policy CV (Legal).

### **BUDGETARY CONSIDERATION**

The estimated cost for printing and advertising services is expected not to exceed \$2,000.00 and will be funded from account number 616-81-901-99-901-6499-0.

### **ADMINISTRATIVE RECOMMENDATION**

It is recommended that the Board of Trustees authorize issuance of a Request for Qualifications (RFQ) to publicly advertise and solicit professional Architectural and Engineering (A/E) design and consulting services in preparation for the 2025 District Bond Program as approved by voters.

### **BOARD ACTION REQUIRED**

Approval/Disapproval



# NORTH EAST INDEPENDENT SCHOOL DISTRICT

Date: November 17, 2025

Presenter: Deb Caldwell, Chief  
Operations Officer

Jorge Cabello, Exec.  
Director Construction  
Management & Engineering

Subject: Issuance of Request for  
Qualifications for Design-Build  
Services for the 2025 Bond  
Program

Related  
Page(s): None

## ACTION ITEM

### **BACKGROUND INFORMATION**

In compliance with Texas Government Code Chapter 2269, Subchapter G (§§ 2269.304 and 2269.306) and Board Policy CVE (Legal), the District proposes to issue a two-phase Request for Qualifications (RFQ) to procure Design-Build (DB) services for projects authorized under the 2025 Bond Program. Phase One will evaluate and select firms based on qualifications and experience with public-sector projects of similar size and complexity, consistent with § 2269.304 and 2269.307. Phase Two, as allowed by § 2269.306, will request detailed proposals, including conceptual design and pricing information, from the selected firms.

### **ADMINISTRATIVE CONSIDERATION**

The Design-Build method promotes schedule efficiency and cost control by integrating design and construction functions under a single contract. An internal selection committee will review and evaluate Statements of Qualifications, interview the most qualified firms, and recommend a slate of Design-Build firms to the Superintendent and Board of Trustees for future consideration and potential contract award.

### **BUDGETARY CONSIDERATION**

The estimated cost for printing and advertising services is expected not to exceed \$2,000.00 and will be funded from account number 616-81-901-99-901-6499-0.

### **ADMINISTRATIVE RECOMMENDATION**

It is recommended that the Board of Trustees authorize the issuance of a Request for Qualifications (RFQ) for Design-Build Services in accordance with Texas Government Code Chapter 2269, Subchapter G, and Board Policy CVE (Legal), in support of the 2025 Bond Program as approved by voters.

### **BOARD ACTION REQUIRED**

Approval/Disapproval