

Agenda of Special Meeting and Budget Workshop #1

The Board of Trustees San Elizario ISD

A Special Meeting and Budget Workshop #1 of the Board of Trustees of San Elizario ISD will be held in person on May 23, 2023, beginning at 5:30 PM SEISD Administration Office, 1050 Chicken Ranch Road, San Elizario, TX 79849.

Although one or more board members may participate by videoconference call, a quorum of the Board of Trustees will be physically present at this location for purposes of this meeting and in conformance with the Texas Open Meetings Act. All persons in physical attendance must comply with current state and local public health orders, including those regarding face masks/coverings, maintain at least 3 feet of social distance from one another, and remain in compliance with any other state and local public health orders issued in connection with the Covid-19 Pandemic. One or more of the vendors being considered at this meeting may appear through video conference call / Microsoft Teams / Zoom. Any such presentation will be visible and audible to anyone attending the open meeting.

Members of the public who desire to address the board regarding an item on this agenda must comply with the following registration procedures: Public comments may be submitted to acardonajr@seisd.net at any time prior to the board meeting time.

Public comment shall occur at the beginning of the meeting and shall follow all other requirements and limitations under SEISD Board Policy BED (Local).

The subjects to be discussed or considered or upon which any formal action may be taken are listed below. Items do not have to be taken in the order shown on this meeting notice. All items on the consent agenda shall be acted upon by one vote without separate discussion, unless a Board member requests that an item be withdrawn for individual consideration.

1. GENERAL FUNCTIONS

Mrs. Sandra Licon, Board President

- A. Call Meeting to Order
- B. Roll Call
- C. Pledge of Allegiance
- D. **San Elizario ISD Mission Statement**

San Elizario ISD's mission is to graduate students with skills to meet the demands of a changing world by promoting student success as non-negotiable, channeling resources to match learning needs of students, employ and retain a quality staff so that San Elizario is a proud, innovative and academically superior district.

Mrs. Sandra Licon, Board President

2. NEW BUSINESS / BOARD ACTION ITEMS

- A. Discussion and possible action to obtain Officer Statements, conduct the Oath of Office, and issue Certificates of Election for all newly-elected, re-elected, and appointed trustees named below:
Place #1 - Mr. Lorenzo Luevano

Place #3 - Mrs. Guadalupe Caro

Place #4 - Mrs. Sandra Licon

Place #5 - Mr. Eduardo Chavez

Place #6 - Mrs. Monica Chavez

Place #7 - Mrs. Myrna Hernandez

Mr. Steve Blanco, Legal Counsel | Swearing in Ceremony by the Honorable Judge Ruben Lujan,
Justice of the Peace Precinct 6 Place 1

3. **DISTRICT RECOGNITIONS**

A. Introduction of New Athletic Director for San Elizario Independent School District - Mr. Cesar Morales

Dr. Jeannie Meza-Chavez, Superintendent

B. Recognition of Student Athletes and Coaches

Mr. Cesar Morales, Athletic Director

1. San Elizario High School Varsity Softball Team - Bi-District Champions

2. District Softball Coach of the Year - Coach Angel Gonzalez

3. San Elizario High School Varsity Baseball Team - Bi-District Champions

4. San Elizario High School Track Team Regional Qualifiers

5. UIL State Championship Silver Medalist in 800m race - Christopher Moreno

C. Recognition of Literary Anthology Sueños: Find the Dream and Soar Winners

Ms. Georgina Diaz, Instructional Officer, and Ms. Anna Alvarez, Instructional Officer

4. **NEW BUSINESS / BOARD ACTION ITEMS** (continued)

A. Establish dates for the following Board of Trustees Trainings:

Board of Trustees

1. Local District Orientation

2. Team of 8 Training

B. Budget Workshop #1 for the 2023 - 2024 fiscal year 4

Mr. Norberto Rivas, Chief Financial Officer

1. Handout # 1

2. Handout # 2

3. Handout # 3

4. Handout # 4

5. Handout # 5

6. Handout # 6

5. **CONSENT AGENDA** - Consider and possible Board action on

A. Financial Reports

Mr. Norberto Rivas, Chief Financial Officer

1. Budget Amendment 39

2. Purchase Orders exceeding \$25,000.00

a. PO# 48248 - Sun City Winnelson Co - \$34,799.17 42

PO# 48249 - Sun City Winnelson Co - \$25,386.38

B. Discussion and possible action to approve the changes to the Miscellaneous Pay Rate 46

Chart for Law Enforcement Services

Ms. Blanca Cruz, Human Resources Director

C. Consider approval of minutes for the following:

Board of Trustees

1. May 9, 2023 - Special Board Meeting 47

2. May 10, 2023 - Regular Board Meeting	49
6. PRESENTATION / REPORTS / INFORMATION	
A. 2023 FWTSBA/TASB Spring Workshop Training - Thursday, May 25, 2023 at 5:00 p.m. (Information)	57
B. Board Training Information	
1. New Trustee Checklist (TASB)	58
2. Training Requirements for School Board Members (TASB)	60
3. School Board Training (TEA)	61
7. NEXT MEETING DATE:	
Regular Board Meeting: Tuesday, June 13, 2023 at 5:30 p.m.	
Special Board Meeting (Budget Adoption): Wednesday, June 21, 2023 at 5:30 p.m.	
8. ADJOURNMENT	

If, during the course of the meeting covered by this Notice, the Board of Trustees should determine that a closed or executive meeting or session of the Board of Trustees is required, then such closed or executive meeting or session as authorized by the Texas Open Meetings Act, Texas Government Code Section 551.001 et seq., will be held by the School Board at the date, hours, and place given in this Notice or as soon after the commencement of the meeting covered by this Notice as the School Board may conveniently meet in such closed or executive meeting or session concerning any and all purposes permitted by the Act, including, but not limited to the following sections and purposes:

Texas Government Code Section:

- 551-071 Private consultation with the board's attorney.
- 551-072 Discussing purchases, exchange, leases, or value of real property.
- 551-073 Discussing negotiated contracts for prospective gifts or donations.
- 551-074 Discussing personnel or to hear complaints against personnel
- 551-076 Deliberation regarding security devices
- 551-082 Considering discipline of a public school child, or complaint or charge against personnel
- 551-083 Considering the standards, guidelines, terms or conditions the board will follow, or will instruct its representative to follow, in consultation with representatives of employee groups.
- 551-084 Excluding witnesses from a hearing.

Should any final action, decision, or final vote be required in the opinion of the school Board with regard to any matter considered in such closed or executive meeting or session, then the final action, or final vote shall be either:

- (a) in the open meeting covered by the Notice upon the reconvening of the public meeting; or
- (b) at a subsequent public meeting of the School Board upon notice thereof; as the School Board shall determine.

Budget Workshop #1

Fiscal Year 2023-24

May 23, 2023



State Legislature

- ◆ The 88th Texas Legislature, Regular Session, convened on January 10, 2023 and will adjourn May 29, 2023
- ◆ The Texas Constitution does not limit the number of special sessions a governor may call in between two regular legislative sessions
- ◆ The State's budget covers school district funding for fiscal years 2023-2024 and 2024-2025
- ◆ The Texas Legislature has a \$32.7 billion budget surplus
- ◆ Basic steps involved in passing a bill into law
 - ◆ Idea → Introduction → Referral to House/Senate Committee → Considered in House/Senate Committee → Placed on House/Senate Calendar → Considered on House/Senate Floor → Signed/Vetoed by Governor → Laws of Texas

State Funding Update

◆ House Bill 1 (HB1) – State Budget Bill

- ◆ No change in the basic allotment, increases guaranteed yield on golden pennies from \$98.56 to \$126.21.
- ◆ \$15B for property tax relief through tax rate compression and additional tax relief
- ◆ Additional funds for school finance reform

◆ Senate Bill 30 (SB30) – Supplemental Budget Bill

- ◆ Increases school safety allotment from \$600 million to \$1.6 billion
- ◆ Additional funds for school finance reform

◆ Comparison in budget language

◆ House

- ◆ that states *it is the intent of the legislature to provide increased funding for school districts and charter schools, including funding for increased educator compensation, additional funding for the Teacher Incentive Allotment, increases to the Basic Allotment, and increases to the School Safety Allotment*

◆ Senate

- ◆ that states *it is the intent of the legislature to increase compensation and benefits for classroom teachers, including, but not limited to, increases in funding for the Teacher Incentive Allotment.*

State Funding Update cont'd

◆ Property taxes

- ◆ HB 2 – proposes to reduce M&O tax rates by 15 cents beyond reduction based on current law, reduces the 10% appraisal cap to 5%
- ◆ SB 3 – property taxes – proposes to increase homestead exemption from current \$40,000 to \$70,000.
- ◆ Substitute bill voted out of House Ways and Means Committee, combines aspects of House and Senate approaches by capping growth to 5% and increasing homestead exemption to \$100,000 plus a reduction in Tier 1 tax rates of \$0.15.

◆ School safety

- ◆ HB 3 – requires armed school security officer at each campus during regular hours, increases school safety allotment to \$10 per ADA plus minimum of \$15,000 per campus
- ◆ SB 11 – increases school safety allotment to \$10 per ADA plus minimum distribution of \$15,000 per campus

◆ Teacher retention and recruitment

- ◆ SB 9 – provides a one-time salary increase for classroom teachers in 2023-24 only of \$6,000 for districts under 20,000 students
- ◆ HB 11 / HB 100 – proposes to increase basic allotment to \$6,250 in FY2024 and \$6,300 in FY2025, requires 50% of basic allotment increase to be spent on salary increases for teachers/counselor/nurses/librarians

◆ Vouchers

- ◆ SB 8 – students eligible if low income or if they have a disability plus currently-enrolled public school system students if they were enrolled in a “D” or “F” rated campus, \$9,000 per low income student or \$7,500 per non-low income student plus \$1,500 for students with disabilities

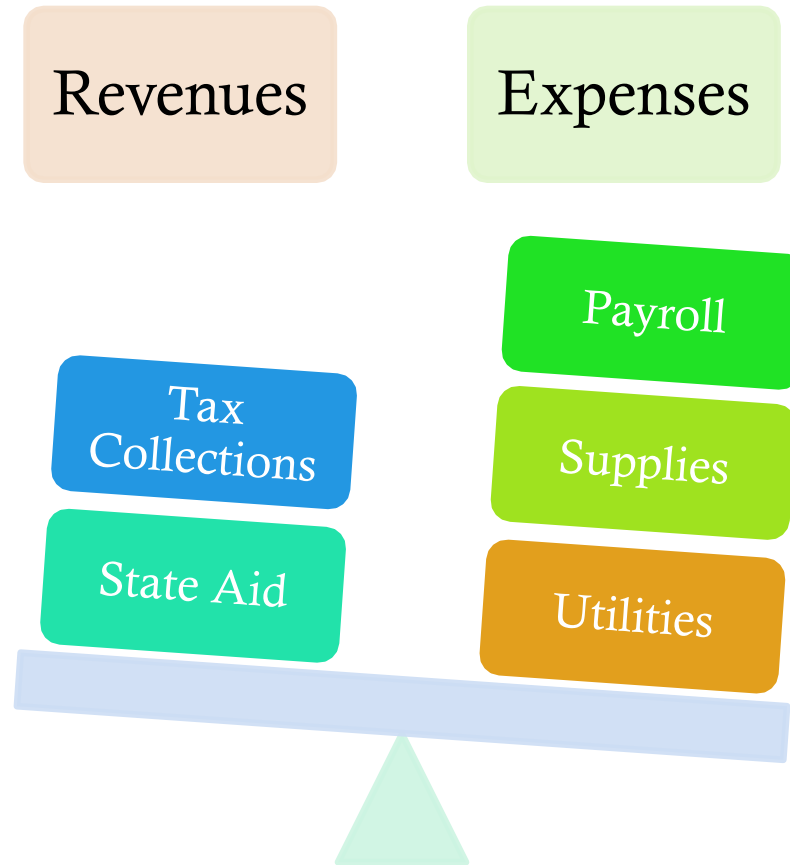
Budgeting & Goals

- ◆ Budgeting is the process of allocating resources to the prioritized needs of the school district. Budgets play an important role in the planning, control, and evaluation of district operations. The budget is a financial translation of the District's goals and objectives.

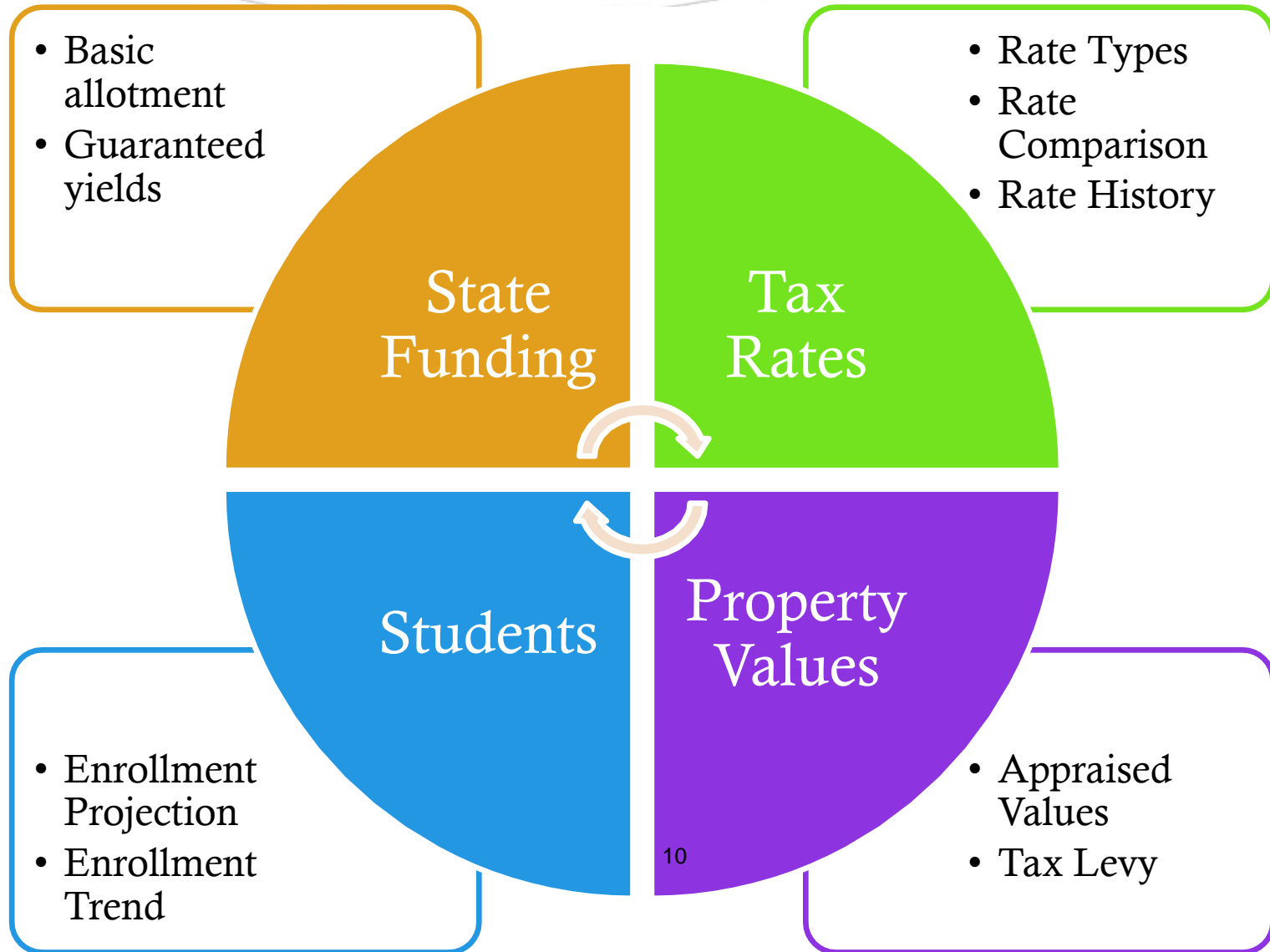
- ◆ Maintaining current tax rate
- ◆ Avoiding a reduction in force (RIF)
- ◆ Creating a balanced budget
- ◆ Providing a pay raise



Balancing a Budget



Revenue Components



State Funding

Year	Basic Allotment
2009-10	\$4,765
2010-11	\$4,765
2011-12	\$4,765
2012-13	\$4,765
2013-14	\$4,950
2014-15	\$5,040
2015-16	\$5,140
2016-17	\$5,140
2017-18	\$5,140
2018-19	\$5,140
2019-20	\$6,160
2020-21	\$6,160
2021-22	\$6,160
2022-23	\$6,160
2023-24	\$6,250*
2024-25	\$6,300*

The current legislative session in progress will provide funding for the upcoming biennium (fiscal years 2023-24 & 2024-25)

Year	Tier 2 Guaranteed Yield
2019-20	\$98.56
2020-21	\$98.56
2021-22	\$98.56
2022-23	\$98.56
2023-24	\$126.21**
2024-25	\$129.52**

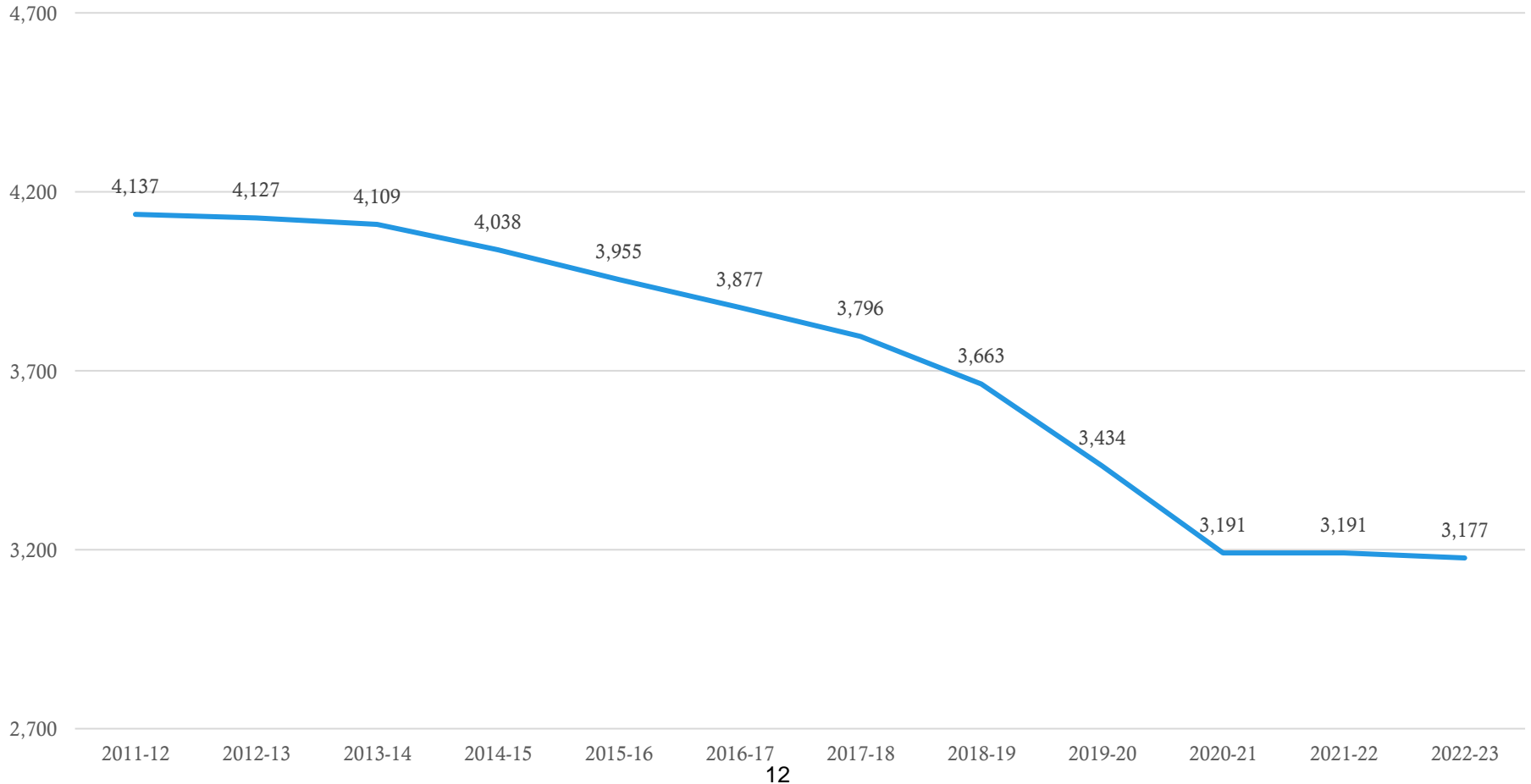
**Based on House Bill 1

Both would lead to an increase in funding

*Based on House Bill 100

Students

Enrollment based on fall snapshot data

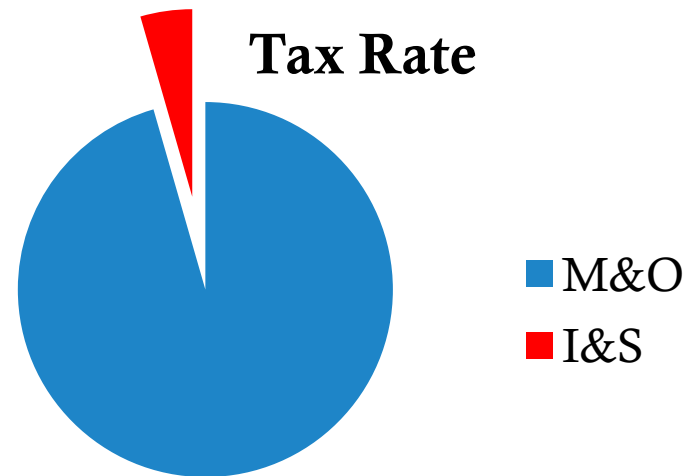


Enrollment as of 5/17/2023 is 3,100

Tax Rates

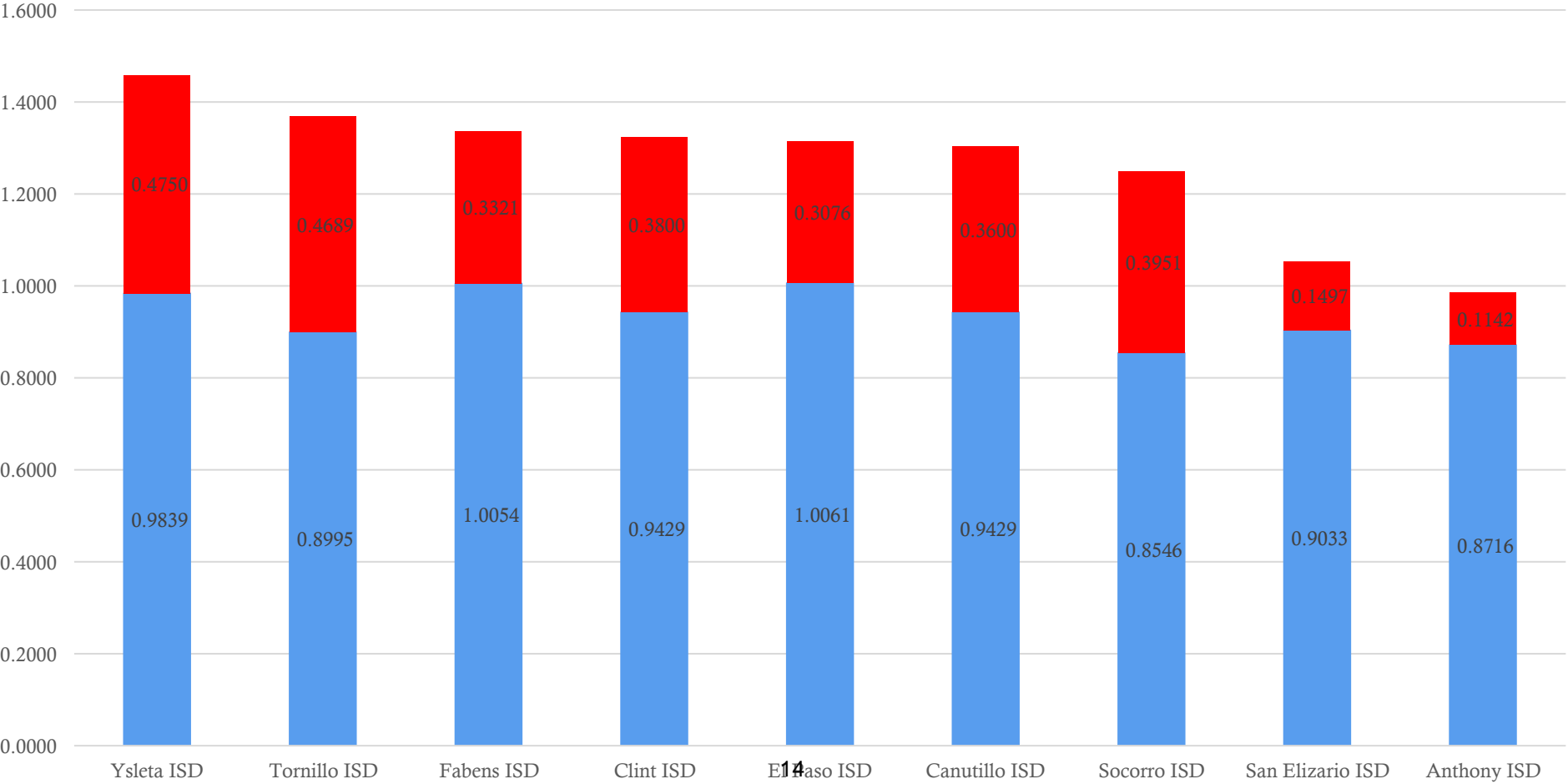
Rate Types

- What are property taxes?
 - Property taxes are local taxes that pay for schools, streets, police, fire protection and many other services depending on the governmental entity levying the tax.
- What is the District's tax rate comprised of?
 - Maintenance & Operations (M&O)
 - Teachers/Support Staff Salaries
 - Supplies, Materials, & Equipment
 - Transportation & Utilities
 - Interest & Sinking (I&S)
 - Construction Projects
 - School Buildings
- Bond proposition approved on November 4, 2014



Tax Rates

2022 Tax Rate Comparison

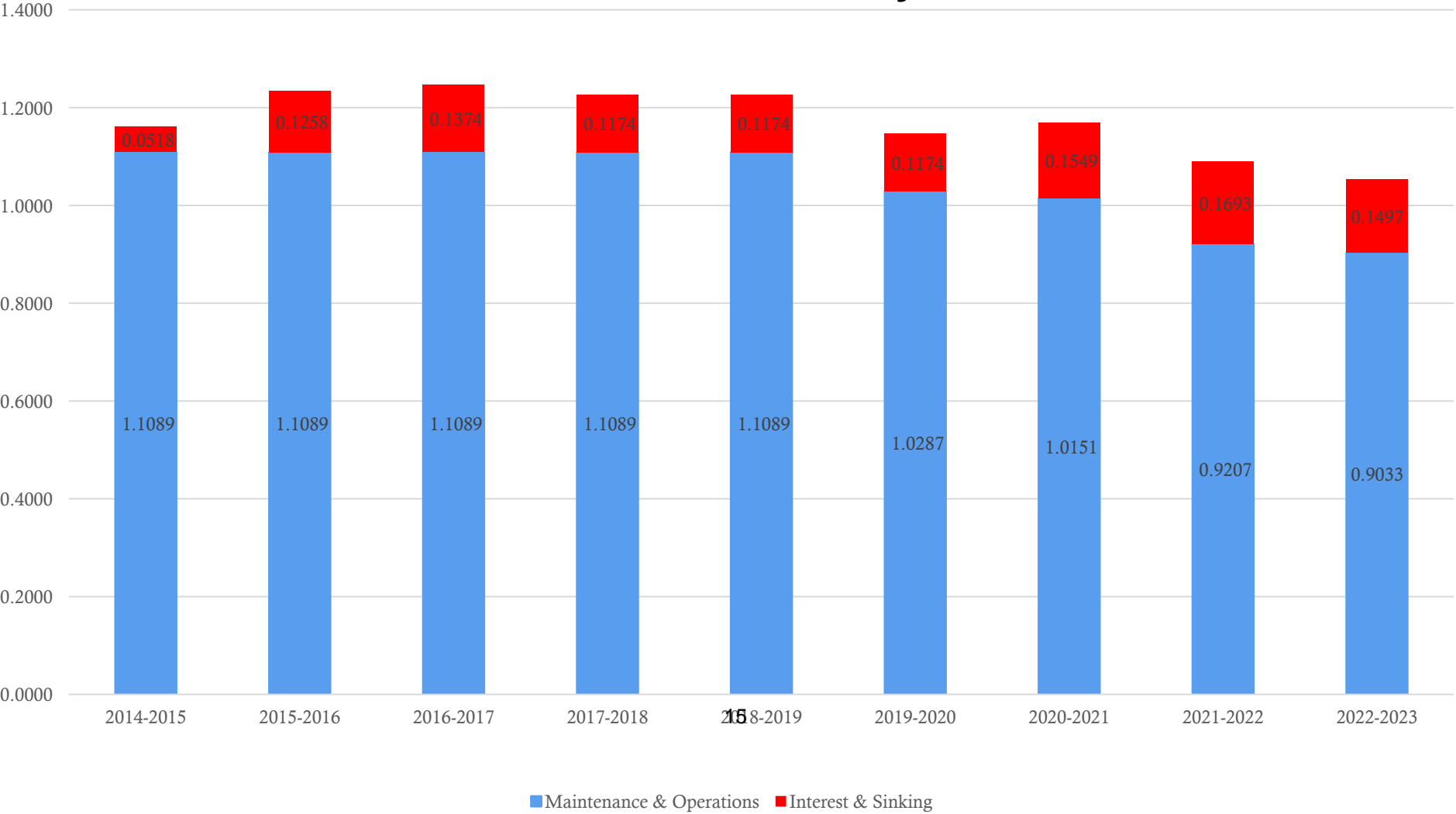


Maintenance & Operations Interest & Sinking

Source: City of El Paso, 2022 Taxing Entities & Rates

Tax Rates

Tax Rate History



Property Values



Local vs State Share



Tier One: Calculation of State Share and Excess Local Revenue

CHAPTER 48 DISTRICT RECEIVING STATE AID		CHAPTER 48 DISTRICT WITH LOCAL REVENUE IN EXCESS OF ENTITLEMENT	
Tier One Total Cost	\$12,000,000	Tier One Total Cost	\$12,000,000
Current Tax Year District Property Value	\$700,000,000	Current Tax Year District Property Value	\$1,400,000,000
Local Share at \$0.9164 MCR	\$6,414,800	Local Share at \$0.9164 MCR	\$12,829,600
State Share of Tier One	\$5,585,200	Excess Local Revenue	(\$829,600)

Tier One tax compression does not impact the overall level of funding a district is entitled to. Rather, tax compression only impacts the balance of state and local share of a school district's total Tier One entitlement.

Pennies

The M&O tax rate is then allocated into three portions of the FSP formulas.



Tier One



Excess Local Revenue
Above Entitlement
LEVEL 1

Tier Two

LEVEL 1



No Excess Local
Revenue

Tier Two

LEVEL 2



Excess Local Revenue
Above Entitlement
LEVEL 2

*The specific tax rate where the golden and copper pennies begin will vary by district because each district can have different MCRs.

17

SEISD Golden Pennies: \$0.08 levied out of maximum of \$0.08

SEISD Copper Pennies: \$0.0187 levied out of maximum of \$0.09

Excess Local Revenue



Excess Local Revenue Levels for each Tier

Tier One



Excess Local Revenue
Above Entitlement
LEVEL 1

Tier Two

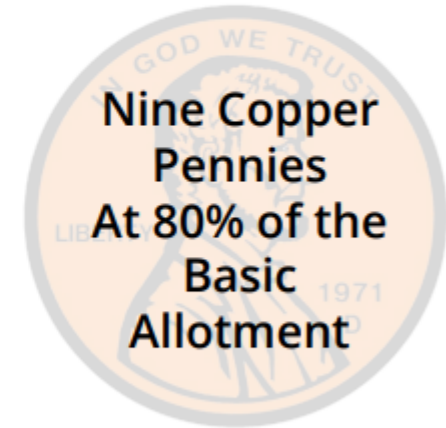
LEVEL 1



No Excess Local
Revenue

Tier Two

LEVEL 2



Excess Local Revenue
Above Entitlement
LEVEL 2

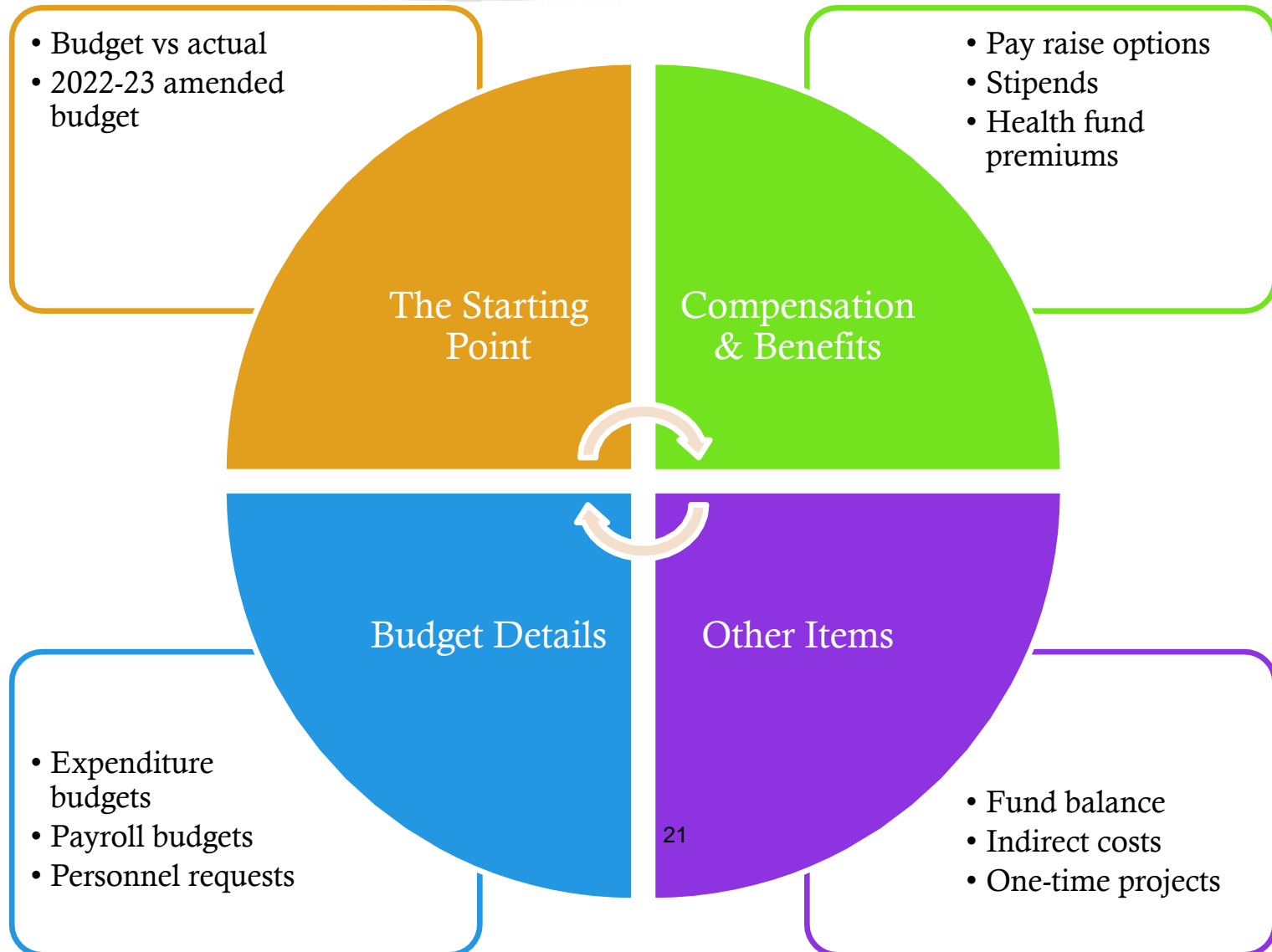
SEISD Golden Pennies: \$0.08 levied out of maximum of \$0.08

SEISD Copper Pennies: \$0.0187 levied out of maximum of \$0.09

Foundation School Program

The Foundation School Program is meant to ensure that all school districts, regardless of property wealth, receive “substantially equal access to similar revenue per student at similar tax effort, considering all state and local tax revenues of districts after acknowledging all legitimate student and district cost difference”.

Allocating Expenditures



Budget vs Actual

EXHIBIT G-1

SAN ELIZARIO ISD
 EXPENDITURES, AND CHANGES IN FUND BALANCE
 BUDGET - GENERAL FUND - UNAUDITED
 MONTHS ENDED MARCH 31, 2021

Budgeted Amounts		Actual Amounts (GAAP BASIS)	Variance With Final Budget Positive or (Negative)
Original	Final		

Exhibit G-1 tracks the original (adopted) budget with the final (amended) budget and compares against the actual incurred amounts presenting the difference as the variance.

- Budgeted amounts are what is planned for
- Actual amounts are what actually happened
- The final actual amounts are what ultimately affects a district's fund balance **\$**

Budget vs Actual

Budget

- Budgeted for 3,000 students

Actual

- Actual enrollment was only 2,500

Less actual revenue was earned than was planned for

Budget

- Budgeted for 3,000 students

Actual

- Actual enrollment was actually 3,500

More actual revenue was earned than was planned for

Budget

- Budgeted for \$100,000 in guest teacher costs

Actual

- Actual guest teacher costs were \$125,000

More actual expenditures were incurred than were planned for

Budget

- Budgeted for \$100,000 in guest teacher costs

Actual

- Actual guest teacher costs were \$75,000

Less actual expenditures were incurred than were planned for

Revenues & Expenditures Together

- More actual expenditures may be offset by more actual expenditures.
- Less actual expenditures may be offset by less actual revenues.
- More actual expenditures and less actual revenues may create a bigger loss.
- Less actual expenditures and more actual revenues may create bigger savings.

Fund Balance Changes

- Both budgeted revenues and budgeted expenditures include items that may result in savings and losses.
- These may be recurring, one-time, or a combination of both.
- The final result is the change in fund balance.

2022-23 Amended Budget

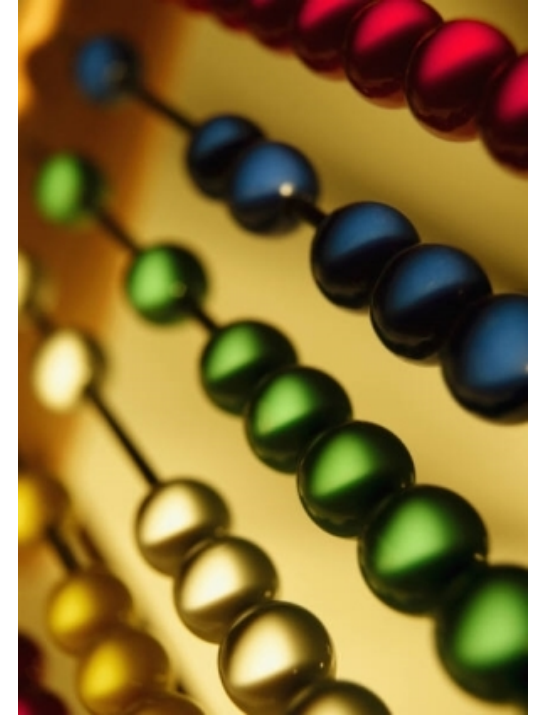
**Discussion item – see handout #2: Exhibits G-1, C-1, C-3 as of March 31, 2023 from the Financial Statements presented at the May 10, 2023 meeting

Fund Accounting

- ◆ Records activity within 'unique' funds
- ◆ Funds are 'unique' because of their designated purpose
- ◆ Activity cannot be mixed with other funds



- ◆ Local
- ◆ State
- ◆ Federal



The Fund Types

Governmental Funds - accounts for sources, uses, & balances of financial resources

- General Fund – District’s MAIN operating fund
- Special Revenue Funds – resources RESTRICTED for specific purposes by grantor
- Debt Service Funds – resources RESTRICTED for voter approved long term debt
- Capital Projects Funds – resources RESTRICTED to construct/improve facilities

Proprietary Funds – accounts for business-type activities


- Internal Service Funds – IN HOUSE business type activities
- Enterprise Funds – business type activities PROVIDED TO PUBLIC

Fiduciary Funds – accounts for resources in capacity as trustee or agent

- Agency Funds – accounts assets held in CUSTODIAL capacity
- Trust Funds – accounts assets and²⁶ uses for DESIGNATED purposes


The General Fund

Balancing a budget



Department & campus budget cuts
Repurposing of existing staff
Cost saving measures
Increased basic allotment

More money



Decrease in students
Addition of staff
Pay raises
Covering deficit health fund net position

Less money

Draft Expenditure Budgets

◆ Campus budget allocations:

- ◆ 2022-23 amended budget amount: \$1,811,450
- ◆ 2023-24 draft budget amount: \$1,776,720
- ◆ Per-pupil funding rates remains relatively unchanged, but enrollment is lower

◆ Department budget allocations:

- ◆ 2022-23 amended budget amount: \$2,312,060
- ◆ 2023-24 draft budget amount: \$2,413,700
- ◆ Inflation and higher costs is the biggest driver of the increase

◆ District level (i.e.. utilities, insurance) budget allocations:

- ◆ 2022-23 amended budget amount: \$2,826,019
- ◆ 2023-24 draft budget amount: \$2,651,191
- ◆ Due to changes in certain projects (ie. vaping sensors, FM EP)

Draft Payroll Budgets

◆ Payroll budget allocations:

- ◆ 2022-23 amended budget amount: \$24,615,744
- ◆ 2023-24 draft budget amount: \$24,368,622
- ◆ ESSER Supplanted Costs: \$364,370

◆ SCE payroll budget allocations:

- ◆ 2022-23 amended budget amount: \$1,612,596
- ◆ 2023-24 draft budget amount: \$1,537,285
- ◆ ESSER Supplanted Costs: \$768,707

◆ Stipend budget allocations:

- ◆ 2022-23 amended budget amount: \$958,042
- ◆ 2023-24 draft budget amount: \$983,077
- ◆ More dual language stipends and revised projection on athletic stipends

Personnel Requests

Personnel Requests for 2023-24 school year

- San Elizario HS: an additional front office clerical position
- Sambrano Elementary: a 2nd assistant principal
- Technology: an entry level help desk technician
- Grounds: an additional groundskeeper
- Transportation: 4 part time monitors for Loya and Sambrano routes
- SPED: conversion of part time dyslexia teacher position to a full time position with added homebound duties
- Athletics: change in trainer schedules to a maximum of 4 courses taught which includes athletic training periods and sports medicine (capped at 15 stds.) periods
- Support Services: review of hourly pay tables

Recap of personnel additions from 2022-23 school year

- Planning & Instruction: a director of administrative services position was added in March of 2023

Discussion and feedback for consideration

Compensation & Benefits

◆ Pay raise options

- ◆ Pending approval of legislative funding bills for possible raise scenarios
- ◆ Discussion and feedback on areas to target

◆ Stipends

- ◆ Approximately \$1M - \$1.3M remains for ESSER funded retention stipend
- ◆ Discussion and feedback for consideration

◆ Health fund

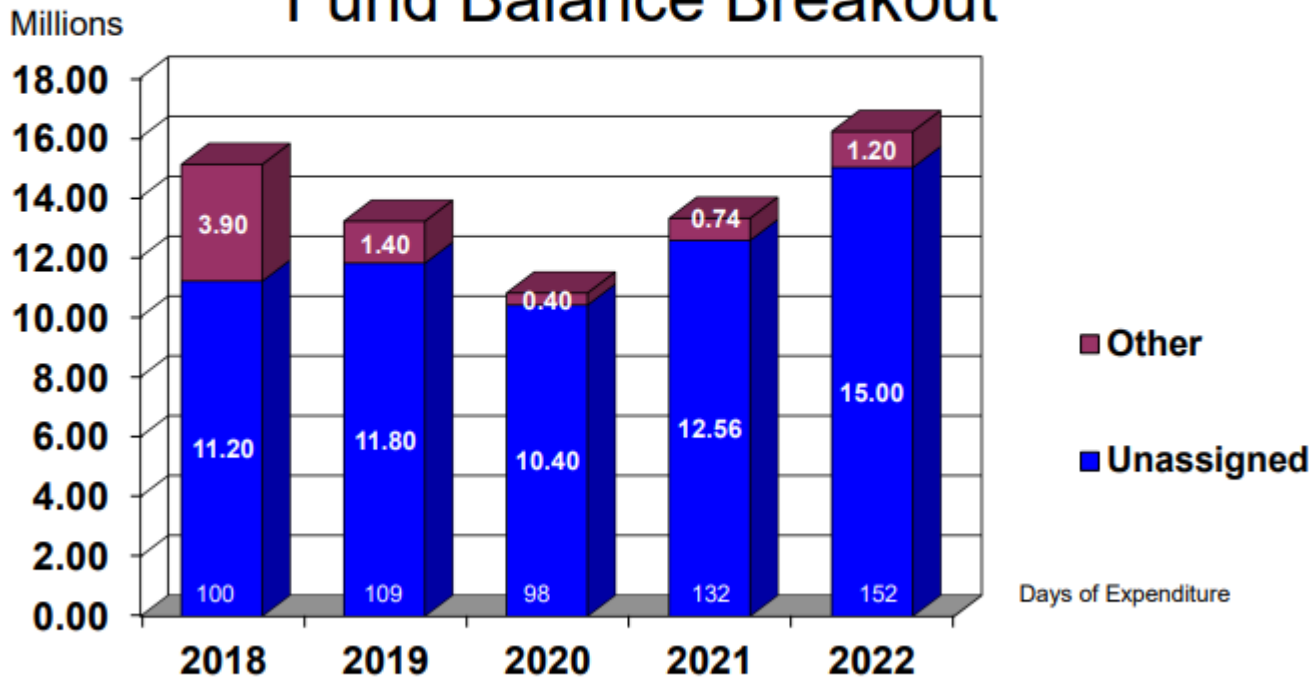
- ◆ Pending projection of increase in employer and employee premiums

Fund Balance



San Elizario Independent School District General Fund Fund Balance Breakout

Reserves can be used to fund one time costs such as the Pathway of Champions Plaza and Fernie Madrid Eagle Park renovations



Fund Balance

Presented before committing \$350,000 for Fernie Madrid Eagle Park:

As of June 30, 2022, the District had 152.28 days of expenditure as noted in the calculation below, which is above the minimum of 75 days required under FIRST indicator test 6 and above the sometimes-referenced rule of thumb of three months or 90 days.

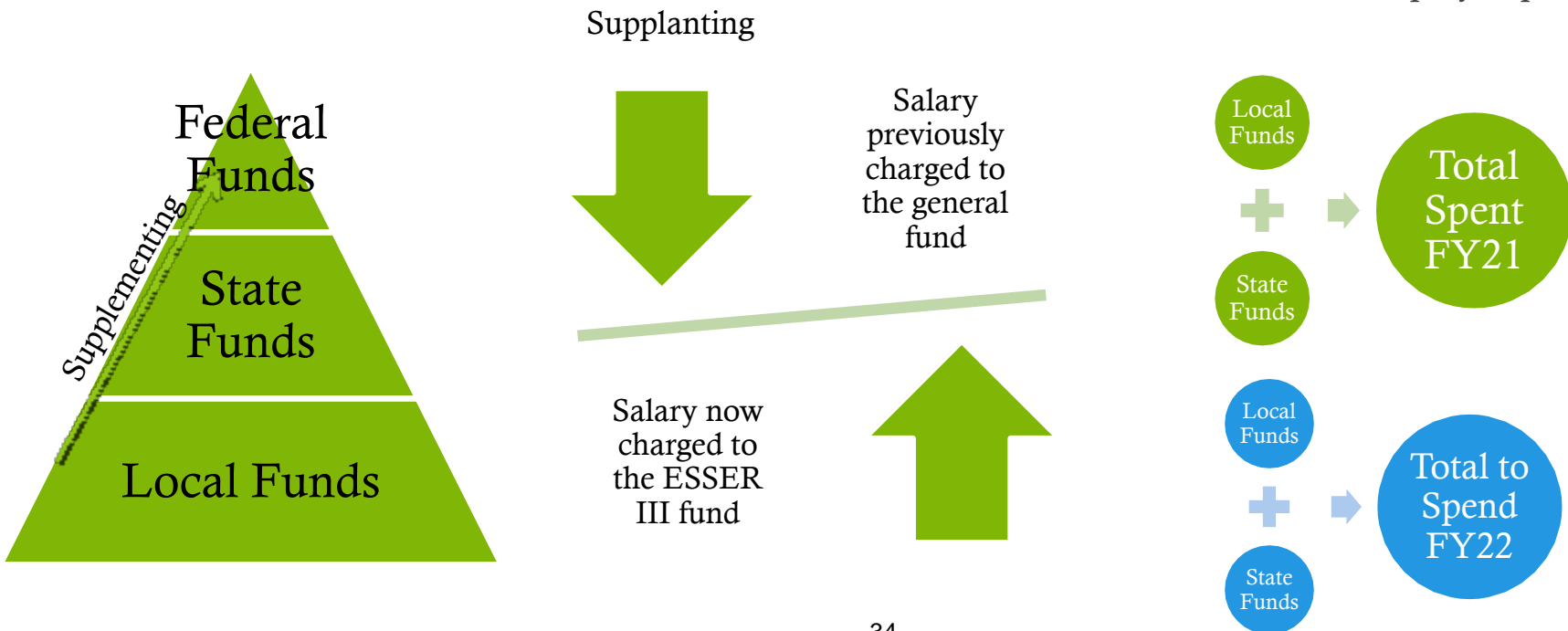
Unassigned Fund Balance	\$14,983,297
Total General Fund Expenditures	\$35,912,983
Average Daily Expenditure (Total GF Exp. / 365 days)	\$98,392
Days of Expenditure (Unassigned FB / Ave Daily Exp.)	152.28

Approximately 148.72 days remain after committing the \$350,000

Fiscal Considerations

- ▶ Supplement, not supplant provision is not in ESSER III, so supplanting is allowed; however, the use of funds must still meet the intent of the program statute.

- ▶ If supplanting, must still meet maintenance of effort spending requirements for ESSA and IDEA federal grants, plus ESSER maintenance of equity requirement.




Indirect Cost Flowchart

Federal Grant 2xx

Expenditure Category	Amount
Payroll Costs (6100)	\$1,000,000
Professional and Contracted Services (6200)	\$10,000
Supplies and Materials (6300)	\$900,000
Other Operating Expenditures (6400)	\$90,000
Total Direct Costs	\$2,000,000

Expenditure Category	Amount
Direct Costs	\$2,000,000
Indirect Costs	\$100,000
Total Grant Budget	\$2,100,000

These \$100,000 are then recorded as revenues in the general fund under the 5900 category



The indirect costs are reimbursed using a TEA specified percentage based on direct expenditures paid for the reporting period

One-Time Projects

- ◆ \$2.5M is available for one-time projects
 - ◆ \$1.1M is through supplanted costs currently charged to ESSER
 - ◆ \$1.4M is through indirect costs projected to be charged to ESSER in new year
- ◆ Additional funding can be committed from the unassigned fund balance
 - ◆ 28.72 days to keep 120 days worth on hand is approximately \$2.8M
- ◆ Remaining Bond Funds
 - ◆ **Discussion item – see handout #5: Bond Proceeds
 - ◆ A 5th location is still being evaluated as of the date of this publishing
- ◆ Discussion of projects for consideration
 - ◆ **Discussion item – see handout #6: Project Listing

Budget Meeting Progression

Budget by Function
Codes

Comparisons

Summaries

Revenues

Expenditures

Other Items
&
Assumptions

Adoption
6/21/23

Workshop#2
6/13/23

Workshop#1
5/23/23

Conclusion of Budget Workshop #1 for Fiscal Year 2023-24





San Elizario ISD
 P.O. Box 920
 San Elizario, TX 79849
 Phone 915.872.3900
 Fax 915.872.3903

MEMORANDUM

To: Members of the Board of Trustees
From: Norberto Rivas, Chief Financial Officer
Subject: Budget Amendment
Date: May 23, 2023

HISTORY: The District’s 2022-2023 budget was officially approved at the June 20, 2022 special Board meeting.

RATIONALE: In accordance with CE(LOCAL), the Board shall approve amendments to the budget when a change is made increasing any one of the functional spending categories or increasing revenue object accounts and other resources.

As part of the district’s COVID mitigation efforts to reduce the quantity of surfaces being touched, quotes were obtained to purchase touch-free sink faucets, touch-free toilet flush sensors and goose neck fillers for water fountains district wide with the installation being done by maintenance staff during the summer school break. This meets the intent of ESSER and TEA did approve the pre-approval request to use ESSER funds for this remodeling project; however, upon quoting three different brands it is more cost efficient to use general funds.

Building	Sloan USA	Zurn	American Std
SEHS	\$ 90,127	\$ 42,639	\$ 34,799
GEMS	\$ 63,319	\$ 30,130	\$ 25,386
Alarcon	\$ 38,881	\$ 18,436	\$ 15,235
Loya	\$ 33,154	\$ 15,806	\$ 13,456
Sambrano	\$ 29,242	\$ 13,853	\$ 11,393
Borrego	\$ 34,281	\$ 16,386	\$ 14,139
Excell	\$ 6,110	\$ 2,924	\$ 2,538
SSOC	\$ 10,359	\$ 4,944	\$ 4,234
Total	\$ 305,473	\$ 145,118	\$ 121,180

Using the brand that complies with the Buy American Act (Sloan USA) would cost approximately \$184K more than the lowest cost option as noted in the table above. The ESSER funds originally earmarked can be repurposed for another allowable grant activity. Two of the purchase orders on the agenda for approval are contingent upon this budget amendment.

San Elizario ISD’s mission is to graduate students with skills to meet the demands of a changing world by promoting student success as non-negotiable, channeling resources to match learning needs of students, employ and retain a quality staff so that San Elizario is a proud, innovative and academically superior district



San Elizario ISD
P.O. Box 920
San Elizario, TX 79849
Phone 915.872.3900
Fax 915.872.3903

The purpose of this agenda item is to amend expenditures in the following various areas:

- Expenditure Function 11 – Instruction
 - A decrease of \$121,180 from lapse teacher salary savings.
- Expenditure Function 51 – Facilities Maintenance and Operations
 - An increase of \$121,180 for conversion project.

BUDGET IMPACT: The budget impact for these amendments can be seen on the attachment.

ADMINISTRATIVE RECOMMENDATION: The administrative recommendation is to approve the budget amendment as presented.

Please check one: For approval Report / Information only Recognition only

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SAN ELIZARIO INDEPENDENT SCHOOL DISTRICT - GENERAL FUND

	2022-2023 Fund 101	2022-2023 Fund 199	2022-2023 Adopted	2022-2023 Amended Current	5/23/2023 Conversion Project	2022-2023 Amended Proposed
REVENUES						
5700 Total Local and Intermediate Sources	\$ 176,000	\$ 3,287,733	\$ 3,463,733	\$ 3,813,733		\$ 3,813,733
5800 State Sources	\$ 77,000	\$ 30,642,267	\$ 30,719,267	\$ 30,719,267		\$ 30,719,267
5900 Federal Programs	\$ 4,158,882	\$ 2,020,000	\$ 6,178,882	\$ 7,028,882		\$ 7,028,882
<i>Total Revenues</i>	\$ 4,411,882	\$ 35,950,000	\$ 40,361,882	\$ 41,561,882		\$ 41,561,882
EXPENDITURES						
11 Instruction	\$ -	\$ 18,841,137	18,841,137	\$ 18,795,361	\$ (121,180)	\$ 18,674,181
12 Instructional Resources and Media Services	\$ -	\$ 397,879	397,879	\$ 102,879		\$ 102,879
13 Curriculum and Instructional Staff Development	\$ -	\$ 217,512	217,512	\$ 240,512		\$ 240,512
21 Instructional Leadership	\$ -	\$ 807,052	807,052	\$ 852,052		\$ 852,052
23 School Leadership	\$ -	\$ 2,273,514	2,273,514	\$ 2,274,514		\$ 2,274,514
31 Guidance, Counseling and Evaluation Services	\$ -	\$ 1,350,300	1,350,300	\$ 1,263,300		\$ 1,263,300
32 Social Work Services	\$ -	\$ 204,238	204,238	\$ 54,238		\$ 54,238
33 Health Services	\$ -	\$ 423,014	423,014	\$ 440,014		\$ 440,014
34 Student (Pupil) Transportation	\$ -	\$ 1,435,155	1,435,155	\$ 1,689,855		\$ 1,689,855
35 Food Services	\$ 4,411,882	\$ -	4,411,882	\$ 4,411,882		\$ 4,411,882
36 Cocurricular/Extracurricular Activities	\$ -	\$ 1,265,633	1,265,633	\$ 1,400,633		\$ 1,400,633
41 General Administration	\$ -	\$ 1,746,111	1,746,111	\$ 1,775,111		\$ 1,775,111
51 Facilities Maintenance and Operations	\$ -	\$ 4,566,073	4,566,073	\$ 5,607,849	\$ 121,180	\$ 5,729,029
52 Security and Monitoring Services	\$ -	\$ 917,760	917,760	\$ 982,760		\$ 982,760
53 Data Processing Services	\$ -	\$ 1,271,777	1,271,777	\$ 1,358,469		\$ 1,358,469
61 Community Services	\$ -	\$ 34,090	34,090	\$ 34,090		\$ 34,090
71 Debt Service - Principal on Long Term Debt	\$ -	\$ 95,000	95,000	\$ 95,000		\$ 95,000
81 Facilities Acquisition and Construction	\$ -	\$ 492,331	492,331	\$ 569,331		\$ 569,331
99 Other Intergovernmental Charges	\$ -	\$ 44,500	44,500	\$ 44,500		\$ 44,500
<i>Total Expenditures</i>	\$ 4,411,882	\$ 36,383,076	\$ 40,794,958	\$ 41,992,350	\$ -	\$ 41,992,350
REVENUES OVER(UNDER) EXPENDITURES	\$ -	\$ (433,076)	\$ (433,076)	\$ (430,468)		\$ (430,468)
7915 Operating Transfer In			\$ -	\$ -		\$ -
7912 Sale of Real and Personal Property			\$ 50,000	\$ 50,000		\$ 50,000
8911 Operating Transfer Out			\$ -	\$ -		\$ -
<i>Total Other Financing Sources(Uses)</i>			\$ 50,000	\$ 50,000		\$ 50,000
Net Change in Fund Balance			\$ (383,076)	\$ (380,468)		\$ (380,468)
3000 Total Fund Balance - July 1 (Beginning)			\$ 16,175,027	\$ 16,175,027		\$ 16,175,027
3000 Total Fund Balance - June 30 (Projected Ending)			\$ 15,791,951	\$ 15,794,559		\$ 15,794,559



San Elizario ISD
P.O. Box 920
San Elizario, TX 79849
Phone 915.872.3900
Fax 915.872.3903

MEMORANDUM

To: Members of the Board of Trustees
From: Norberto Rivas, Chief Financial Officer
Jesus Martinez, Director of Support Services
Subject: Purchase Order 48248 Sun City Winnelson Co. (For SEHS)
Date: May 23, 2023

HISTORY: In efforts to continue to mitigate risk of COVID-19 and other potential communicable diseases in our campuses and facilities, we have implemented several measures. An additional measure we would like to add is the retrofitting of existing faucets, toilet, and urinal flush valves to touchless automatic versions.

RATIONALE: The retrofitting project would add an additional layer of mitigation to our current measures against COVID and other potential communicable diseases.

BUDGET: The funds to cover this project would come from the general fund.

ADMINISTRATIVE RECOMMENDATION: The administrative recommendation is to approve the purchase order.

Please check one: For approval Report / Information only Recognition only
 Attachment Included

San Elizario ISD's mission is to graduate students with skills to meet the demands of a changing world by promoting student success as non-negotiable, channeling resources to match learning needs of students, employ and retain a quality staff so that San Elizario is a proud, innovative and academically superior district



**San Elizario Independent School
District**

1050 Chicken Ranch Road
San Elizario, TX 79849-9999
(915) 872-3900

PURCHASE ORDER NUMBER

48248

Date: 05/18/2023

Page 1 of 1

VENDOR: 10147

**TO: Sun City Winnelson Co
7231 Brogan Dr
EL PASO, TX 79915**

**SHIP TO: San Elizario Independent School
200 N. Herring Rd
San Elizario, TX 79849-**

ATTN:

VENDOR PHONE: 915-532-1600

VENDOR FAX: 915-532-1638

VENDOR EMAIL:

REC. LOC: Administration Annex

REC. GRP: Support Services - S. Renteria

LINE	ITEM	QUANTITY	UOM	ITEM NO.	UNIT PRICE	UNIT DISC.	TOTAL
1		70.00000	EA	6055205.00 Faucet Electronic Sensor Faucet	246.80	0.00	17276.00
2		42.00000	EA	SMGO Urinal Retrofit Flush Kit Sensors	101.29	0.00	4254.18
3		131.00000	EA	SMGO Toilet Retrofit Flush Kit Sensors Please submit PO to Support Services REGION 19 BID# 22-7434 Quote# 0060134 High School DELIVERED	101.29	0.00	13268.99
TOTAL							34799.17

P.O. Source	Account Number	Amount
Budget Requisition	199.51.6319.82.001.99	34,799.17

PO NOT VALID UNLESS APPROVED BY THE SAN ELIZARIO ISD BOARD

INSTRUCTIONS TO VENDORS

1. Reference all packages & packing slips with PO Number
2. Ship prepaid
3. Tax Exempt No. 74 6002231
4. Invoice in duplicate; Attn: Accounts Payable
5. Do not fill order at higher price without Purchasing Dept. approval
6. POs are cancelled if not shipped complete within 90 days.
7. If federal funds (funds starting with a 2 from the first three-digit code in the account number) have been referenced on this PO, these items will need to follow the Federal Regulation 2 CFR 200.322, The Domestic Preferences for Procurements (commonly referenced as Buy American).

**THIS PURCHASE ORDER IS NOT BINDING
UNLESS SIGNED BY A PURCHASING AGENT.**

Maribel Rivas



San Elizario ISD
P.O. Box 920
San Elizario, TX 79849
Phone 915.872.3900
Fax 915.872.3903

MEMORANDUM

To: Members of the Board of Trustees
From: Norberto Rivas, Chief Financial Officer
Jesus Martinez, Director of Support Services
Subject: Purchase Order #48249 -Sun City Winnelson Co. (For GEMS)
Date: May 23, 2023

HISTORY: In efforts to continue to mitigate risk of COVID-19 and other potential communicable diseases in our campuses and facilities, we have implemented several measures. An additional measure we would like to add is the retrofitting of existing faucets, toilet, and urinal flush valves to touchless automatic versions.

RATIONALE: The retrofitting project would add an additional layer of mitigation to our current measures against COVID and other potential communicable diseases.

BUDGET: The funds to cover this project would come from the general fund.

ADMINISTRATIVE RECOMMENDATION: The administrative recommendation is to approve the purchase order.

Please check one: For approval Report / Information only Recognition only
 Attachment Included

San Elizario ISD's mission is to graduate students with skills to meet the demands of a changing world by promoting student success as non-negotiable, channeling resources to match learning needs of students, employ and retain a quality staff so that San Elizario is a proud, innovative and academically superior district



San Elizario Independent School District

1050 Chicken Ranch Road
San Elizario, TX 79849-9999
(915) 872-3900

PURCHASE ORDER NUMBER

48249

Date: 05/18/2023

Page 1 of 1

VENDOR: 10147

**TO: Sun City Winnelson Co
7231 Brogan Dr
EL PASO, TX 79915**

**SHIP TO: San Elizario Independent School
200 N. Herring Rd
San Elizario, TX 79849-**

ATTN:

VENDOR PHONE: 915-532-1600

VENDOR FAX: 915-532-1638

VENDOR EMAIL:

REC. LOC: Administration Annex

REC. GRP: Support Services - S. Renteria

LINE	ITEM	QUANTITY	UOM	ITEM NO.	UNIT PRICE	UNIT DISC.	TOTAL
1		61.00000	EA	6055205.00 Faucet Electronic Sensors	246.80	0.00	15054.80
2		26.00000	EA	SMGO Urinal Retrofit Flush Kit Sensors	101.29	0.00	2633.54
3		76.00000	EA	SMGO Toilet Retrofit Flush Kit Sensors Please submit PO to Support Services REGION 19 BID# 22-7434 Quote# 0060144 GEMS DELIVERED	101.29	0.00	7698.04
TOTAL							25386.38

P.O. Source	Account Number	Amount
Budget Requisition	199.51.6319.82.041.99	25,386.38

PO NOT VALID UNLESS APPROVED BY THE SAN ELIZARIO ISD BOARD

INSTRUCTIONS TO VENDORS

1. Reference all packages & packing slips with PO Number
2. Ship prepaid
3. Tax Exempt No. 74 6002231
4. Invoice in duplicate; Attn: Accounts Payable
5. Do not fill order at higher price without Purchasing Dept. approval
6. POs are cancelled if not shipped complete within 90 days.
7. If federal funds (funds starting with a 2 from the first three-digit code in the account number) have been referenced on this PO, these items will need to follow the Federal Regulation 2 CFR 200.322, The Domestic Preferences for Procurements (commonly referenced as Buy American).

THIS PURCHASE ORDER IS NOT BINDING UNLESS SIGNED BY A PURCHASING AGENT.

Maribel Rivas



San Elizario ISD
 P.O. Box 920
 San Elizario, TX 79849
 Phone 915.872.3900
 Fax 915.872.3903

MEMORANDUM

To: Members of the Board of Trustees
From: Blanca I. Cruz, Human Resources Director
Subject: Law Enforcement Pay Rates
Date: May 23, 2023

HISTORY: Currently, law enforcement officers who work for SEISD are compensated in accordance with industry rates as published by the US Bureau of Labor Statistics not to exceed 75% of the national hourly wage average. The law enforcement officers’ services are sought during the High School Graduation.

RATIONALE: The current hourly wage at 75% percent is \$40.64. Most entities are compensating law enforcement officers at a rate of \$50 p/hour. To secure officers, the administration finds it necessary to raise the hourly rate to 90% of the hourly wage as per the US Bureau of Labor Statistics.

<https://www.bls.gov/oes/current/oes333051.htm#ind>

Occupational Employment and Wages, May 2022

33-3051 Police and Sheriff's Patrol Officers

Maintain order and protect life and property by enforcing local, tribal, state, or federal laws and ordinances. Perform a combination of the following duties: patrol a specific area; direct traffic; issue traffic summonses; investigate accidents; apprehend and arrest suspects, or serve legal processes of courts. Includes police officers working at educational institutions.

- [National estimates for Police and Sheriff's Patrol Officers](#)
- [Industry profile for Police and Sheriff's Patrol Officers](#)
- [Geographic profile for Police and Sheriff's Patrol Officers](#)

Percentile wage estimates for Police and Sheriff's Patrol Officers:

Percentile	10%	25%	50% (Median)	75%	90%
Hourly Wage	\$ 19.50	\$ 24.14	\$ 31.63	\$ 40.64	\$ 50.05
Annual Wage (2)	\$ 40,560	\$ 50,210	\$ 65,790	\$ 84,520	\$ 104,100

BUDGET: Dependent on district’s need and number of contracted officers.

ADMINISTRATIVE RECOMMENDATION: The administrative recommendation is to approve the change to the miscellaneous pay chart to compensate law enforcements officers as per industry rates as published by the US Bureau of Labor Statistics not to exceed 90% of the national hourly wage average.

Please check one: For approval Report / Information only Recognition only
 Attachment Included

San Elizario ISD’s mission is to graduate students with skills to meet the demands of a changing world by promoting student success as non-negotiable, channeling resources to match learning needs of students, employ and retain a quality staff so that San Elizario is a proud, innovative and academically superior district.

Special Meeting

Tuesday, May 9, 2023 5:30 PM

SEISD Administration Office, 1050 Chicken Ranch Road, San Elizario, TX 79849

1. GENERAL FUNCTIONS

1.A. Call Meeting to Order

Meeting was called to order at 5:30 p.m.

1.B. Roll Call

The following Board of Trustees were present:

Ms. Sandra Licon, Board President
Ms. Myrna Hernandez, Board Vice-President
Mr. Eduardo Chavez, Board Trustee
Mr. Axel Lopez, Board Trustee
Mr. Lorenzo Luevano, Board Trustee

1.C. Pledge of Allegiance

1.D. San Elizario ISD Mission Statement

San Elizario ISD's mission is to graduate students with skills to meet the demands of a changing world by promoting student success as non-negotiable, channeling resources to match learning needs of students, employ and retain a quality staff so that San Elizario is a proud, innovative and academically superior district.

2. EXECUTIVE SESSION

The Board entered a closed meeting at 5:31 p.m. to discuss personnel matters, to consult with attorney, to discuss real estate matters, to consider recommendations for hiring of personnel or termination of personnel and other personnel matters under Sec. 551.071, 551.072 and 551.074, Texas Gov. Code:

2.A. Conduct interviews of candidates to fill vacancy for Place 3 of the Board of Trustees under Texas Gov't Code section 551.074

3. THE BOARD WILL RETURN TO OPEN SESSION TO TAKE POSSIBLE ACTION ON THE MATTERS DISCUSSED IN EXECUTIVE SESSION

The Board returned to open session at 7:28 p.m. to take possible action on the matters discussed in Executive Session.

Mrs. Myrna Hernandez excused herself from executive session at 6:46 p.m.

3.A. Discussion and possible action to select candidate to fill vacancy for Place 3 of the Board of Trustees

Mr. Eduardo Chavez made a motion to select Ms. Guadalupe Caro to fill vacancy for Place 3 of the Board of Trustees.

Mr. Axel Lopez seconded the motion.

Motion Passed

4. **NEXT MEETING DATE:**

Regular Board Meeting: Wednesday, May 10, 2023 at 5:30 p.m.

Special Board Meeting and Budget Workshop #1: Tuesday, May 23, 2023 at 5:30 p.m.

5. **ADJOURNMENT**

Mr. Eduardo Chavez made motion to adjourn the meeting at 7:29 p.m.

Mr. Axel Lopez seconded the motion.

Motion Passed.

Board President

Board Secretary

Regular Meeting

Wednesday, May 10, 2023 5:30 PM

SEISD Administration Office, 1050 Chicken Ranch Road, San Elizario, TX 79849

1. GENERAL FUNCTIONS

1.A. Call Meeting to Order

Meeting was called to order at 5:30 p.m.

1.B. Roll Call

The following Board of Trustees were present:

Ms. Sandra Licon, Board President
Mr. Eduardo Chavez, Board Trustee
Mr. Axel Lopez, Board Trustee
Mr. Lorenzo Luevano, Board Trustee

Dr. Jeannie Meza-Chavez, Superintendent, was also in attendance.

The following Board of Trustees were absent:

Ms. Myrna Hernandez, Board Vice-President

1.C. Pledge of Allegiance

1.D. San Elizario ISD Mission Statement

San Elizario ISD's mission is to graduate students with skills to meet the demands of a changing world by promoting student success as non-negotiable, channeling resources to match learning needs of students, employ and retain a quality staff so that San Elizario is a proud, innovative and academically superior district.

2. OPEN FORUM (five-minute limit)

No items were presented during Open Forum.

3. DISTRICT RECOGNITIONS

3.A. Class of 2023 Graduating Migrant Student - Michelle Carbajal

Ms. Beatriz Apodaca, Federal and Special Programs Coordinator, recognized Class of 2023 Graduating Migrant Student - Michelle Carbajal

3.B. 4th Chair ATSSB All - State Band
Competition - Luciano Lopez

Mr. Kevin Elizalde, Band Teacher,
recognized Student Luciano Lopez for his
accomplishment at the All-State Band
Competition

3.C. Recognition of San Elizario High School
Team Quest Winners

Ms. Lisa Renegar, Research and Evaluation
Administrator, introduced and recognized
Dr. Ana Luna for her continued support as
one of San Elizario High School's GT
Coordinators.

Dr. Ana Luna recognized Team Quest Winners
for their achievement.

3.D. Recognition of Math Bee Winners

Ms. Deborah Cortez, Instructional Officer,
recognized Math Bee Winners.

3.E. Recognition of Career and Technology
Education Students

3.E.1. SEISD 2023 Cohort Emergency Medical
Technicians

Dr. Rogelio Segovia, Associate
Superintendent, introduced Mr. Tony
Ayub, EPCC EMSP Coordinator.

Mr. Tony Ayub recognized the SEISD 2023
Cohort Emergency Medical Technicians

3.E.2. 2nd Place in State Competition -
2023 BPA Texas Fundamental Spreadsheet
Applications and Top Ten at National
Competition - Yvette De La Riva

Dr. Rogelio Segovia, Associate
Superintendent, recognized Student
Yvette De La Riva for her achievement.

3.F. Recognition of Student Athletes and
Coaches

3.F.1. Recognition of Athletic Trainer -
Mr. Jesus Medina

Mr. Edgar Ponce, Interim Athletic
Director, recognized Mr. Jesus Medina
for all his effort during the 2023-2024
School Year.

3.F.2. Recognition of San Elizario High School Girls Varsity Soccer Team - Regional Quarterfinalists in UIL Soccer State Tournament

Mr. Edgar Ponce, Interim Athletic Director, recognized the San Elizario High School Girls Varsity Soccer Team for their achievement.

3.F.3. Recognition of San Elizario High School Boys Varsity Soccer Team - Final Four UIL Soccer State Tournament

Mr. Edgar Ponce, Interim Athletic Director, recognized the San Elizario High School Boys Varsity Soccer Team for their achievement.

3.F.4. TASC0- High School Boys Soccer 4A Head Coach of the Year - Coach Max Sappenfield

Mr. Edgar Ponce, Interim Athletic Director, recognized Coach Max Sappenfield for his achievement.

3.F.5. Recognition of San Elizario High School Varsity Tennis Team

Mr. Edgar Ponce, Interim Athletic Director, recognized San Elizario High School Varsity Tennis Team for their achievement.

3.F.6. Recognition of San Elizario High School Golf Team

Mr. Edgar Ponce, Interim Athletic Director, recognized San Elizario High School Golf Team for their achievement.

3.G. Recognition of School Communicators - Mr. Horacio Hernandez and Ms. Perla Magallon

Dr. Jeannie Meza-Chavez, Superintendent, recognized Mr. Horacio Hernandez and Ms. Perla Magallon for their continued support.

3.H. 2023 Charles Butt Foundation Raising School Leaders Finalist - Mrs. April Marioni, San Elizario High School Principal

Dr. Jeannie Meza-Chavez, Superintendent, and Dr. Rogelio Segovia, Associate Superintendent, recognized Mrs. April Marioni for being selected as a finalist

for the 2023 Charles Butt Foundation Raising School Leaders Cohort that will be attending the Achieving Excellence Institute at Harvard.

3.I. Raise Your Hand Texas Trustee Advocates Program Graduation

Dr. Jeannie Meza-Chavez, Superintendent, and Dr. Rogelio Segovia, Associate Superintendent, recognized Board of Trustees for their achievement.

4. NEW BUSINESS / BOARD ACTION ITEMS

4.A. P&I Co-Support Plan for 2023-2024

4.A.1. Co-Support Plan 2023-2024 Presentation

Dr. Rogelio Segovia, Associate Superintendent, Ms. Lisa Renegar, Research and Evaluation Administrator, and Ms. Susana Frescas, Instructional Programs Administrator presented the 2023-2024 Co-Support Plan Presentation.

Mr. Eduardo Chavez asked what the co-teaching support entailed?

Dr. Rogelio Segovia explained the co-teaching support is to develop teachers. Co-teaching includes teaching modeling and lesson planning for teachers. The goal is to help teachers be successful in all areas. Co-teaching will be used to help develop teachers reach the expectations set.

Mr. Lorenzo Luevano asked if student feedback will be gathered regarding the way the teacher presents the content.

Dr. Rogelio Segovia stated every teacher has their style of teaching. Currently, some teachers do ask for feedback while others don't. Student feedback can be incorporated if need be.

Mr. Eduardo Chavez wants to make sure the teacher support is to develop teachers and not to smother them.

Dr. Rogelio Segovia stated the goal is to support and develop teachers so they can be successful.

4.A.2. Establish date for Instructional Board Workshop

Board of Trustees agreed to schedule the Instructional Board Workshop on Wednesday, May 17, 2023 at 5:30 pm

4.A.2.a. Monday, May 15, 2023 at 5:30 pm

4.A.2.b. Wednesday, May 17, 2023 at 5:30 pm

4.B. Discussion and possible action to nominate a Board of Trustee as a candidate to fill the Region 19 seat on the TASB Board of Directors

No board of trustee asked to be nominated as a candidate to fill the Region 19 seat on the TASB Board of Directors.

No Action Taken.

5. **CONSENT AGENDA** - Consider and possible Board action on

Mr. Eduardo Chavez made a motion to approve all items in the consent agenda.

Ms. Axel Lopez seconded the motion.

Motion Passed.

5.A. Financial Reports

5.A.1. Tax Report

5.A.2. Financial Statements

5.A.3. Investment Report

5.A.4. Budget Amendment

5.A.5. Purchase Orders exceeding \$25,000

5.A.5.a. PO# 45092 - Segovia's Produce - revising amount from \$60,000.00 to \$65,000.00
PO# 45093 - GH Dairy - revising amount from \$150,000.00 to \$155,000.00
PO# 45093 - Heist Disposal - revising amount from \$34,830.00 to \$37,430.00
PO# 45094 - Trejo Commercial Refrigeration - revising amount from \$50,000.00 to \$65,000.00
PO# 47996 - AREDI Enterprises -

\$42,262.25
PO# 47997 - City Fence & Pipe Co -
\$41956.80
PO# 47998 - City Fence & Pipe Co -
\$54,525.00
PO# 47999 - Frank's Supply Co Inc -
\$55,212.92

5.B. Consider and possible Board action to approve the Request for Proposals for Copiers, Duplicators, Equipment and Services (RFP# 23-113) and approval of PO# 47995 with the awarded vendor

5.C. Consider and possible Board action to approve final payment to AREDi Enterprises LLC, for Loya Playground Area Site Improvements PO# 47396

5.D. Consider and possible Board action to approve the first one-year extension with Aetna for Third Party Administration of Group Medical Health Benefits, Medical Provider Network, Pharmacy Benefit Management, Stop Loss Reinsurance, and COBRA Administration (RFP#20-1074) for the contract term of September 1, 2023 through August 31, 2024

5.E. Consider and possible Board action to schedule special board meeting(s) for budget workshop #1 May 23, 2023 and for budget adoption on June 21, 2023

5.F. Consider and possible Board action to approve the Changes to the 2023 - 2024 District Calendar

5.G. Pay Scale for Transition Specialist

5.H. Consider and possible Board action to approve Goal Progress Monitoring

5.H.1. **GPM 2.2** - 3rd Grade Reading Progress

5.H.2. **GPM 2.3** - 8th Grade Reading Progress

5.H.3. **GPM 2.4** - High School Reading (English I and II)

5.I. Consider and possible Board action to approve the Monitoring Superintendent Constraints

5.I.1. **CPM 2.1** - Progress Monitoring - Principal Walkthrough Totals

5.I.2. **CPM 2.2** - Assistant Principal Walkthrough Totals

5.J. Consider and possible Board action to approve the Project BRAVO Memorandum of Understanding and Agreement

5.K. Consider and possible Board action to approve the 2023 Summer School Schedule

5.L. Consider and possible Board action to approve the Resolution in Support of School Communicators Day

5.M. Consider and possible Board action to approve the Resolution of the Board Regarding Policy FMH(LOCAL) - Student Commencement

5.N. Consider disposal of surplus property declared obsolete and unnecessary by Superintendent or her Designee, to include disposal of broken furniture and technology equipment according to Administrative discretion and by any reasonable means.

5.N.1. Support Services Department

5.O. Consider approval of minutes for the following:

5.O.1. April 17, 2023 - Special Board Meeting

6. PRESENTATION / REPORTS / INFORMATION

6.A. Meal Service Update (Information)

6.B. At-a-Glance End of Year Campus Award Ceremony Schedule (Information)

6.C. Raise Your Hand Texas Session 6 - June 14, 2023 to June 16, 2023 (Information)

7. EXECUTIVE SESSION

The Board entered a closed meeting at 6:53 pm to discuss personnel matters, to consult with attorney, to discuss real estate matters, to consider recommendations for hiring of personnel or termination of personnel and other personnel matters under Sec. 551.071, 551.072 and 551.074, Texas Gov. Code:

7.A. Discussion on Employee / Board / Superintendent Communication

8. THE BOARD WILL RETURN TO OPEN SESSION TO TAKE POSSIBLE ACTION ON THE MATTERS DISCUSSED IN EXECUTIVE SESSION

The Board returned to open session at 7:44 pm to take possible action on the matters discussed in Executive Session.

No items discussed.

9. NEXT MEETING DATE:

Special Board Meeting and Budget Workshop #1
May 23, 2023 at 5:30 p.m.

Regular Board Meeting: June 14, 2023, at 5:30 p.m.

Regular Board Meeting for June 14, 2023 was rescheduled for Tuesday, June 13, 2023

10. **ADJOURNMENT**

Mr. Eduardo Chavez made motion to adjourn the meeting at 7:44 p.m.

Mr. Axel Lopez seconded the motion.

Motion Passed.

Board President

Board Secretary

Far West Texas School Boards Association and TASB Spring Workshop

Thursday, May 25, 2023
Education Service Center—Region 19
Starlight Event Center
6611 Boeing Drive
El Paso, TX

Program Agenda

5–5:30 p.m.	Registration
5:30–6:30 p.m.	First General Session <i>School Safety and Security: Laws, Regulations and Best Practices</i>
6:30–6:50 p.m.	Dinner and Announcements
6:50–7 p.m.	Break
7–8 p.m.	Second General Session <i>Employee Retention Strategies: Ideas for Keeping Employees Engaged</i>
8–9 p.m.	Third General Session <i>Catching Up with the 88th Legislature</i>

Registration Information

Eligible CEC: Up to 3.0 hours Deadline: Thursday, May 18, 2023

Fee: None Registration is required:

Dinner will be complimentary for superintendents and board members from the Far West Texas School Boards Association. Additional dinner guests will be charged \$25 per person.

Please register for the workshop through the TASB Events Calendar at:

<https://events.tasb.org/?eventId=6924>

New Trustee Checklist

LEGAL REQUIREMENTS FOR THE FIRST YEAR

As soon as feasible after election

Receive certificate of election prepared by presiding officer in compliance with Texas Election Code section 67.016. See *TASB Policy BBBB(LEGAL)*.



Policies adopted by school boards are organized by topic into policy manuals maintained by the school district. Your local policy manual contains TASB's (LEGAL) reference policies and board-adopted (LOCAL) policies. Find out more about policies at tasb.org/services/policy-service/resources.aspx.

Read and sign Statement of Elected Officer and take oath of office. Tex. Const. art. XVI, section 1. See *TASB Policy BBBB(LEGAL)*.

First week

File conflict-of-interest disclosure forms as applicable.

These requirements are ongoing and apply to all school officials as defined by state law and district policy:

- You need to file Form CIS (available on the Texas Ethics Commission website at ethics.state.tx.us/data/forms/conflict/CIS.pdf) with the district records administrator (often the superintendent's secretary) if any of the following apply: within the last year, you or your first-degree family member have received taxable income of more than \$2,500, or gift(s) with a value of more than \$100, from a school district vendor; or you have a family relationship within the third degree of relation to a school district vendor. See *TASB policies BBFA(LEGAL), (LOCAL)*.
- If you own, or are a representative of, an entity that does business with the district, you must also complete and file with the district records administrator the vendor's questionnaire form CIQ (available on the Texas Ethics Commission website at ethics.state.tx.us/data/forms/conflict/CIQ.pdf). See *TASB Policy CHE(LEGAL)*.

- Other disclosures may be required of trustees in your district by state law or local policy. See *TASB Model Policy BBFA(LOCAL)*. If you are not sure what laws apply to your district, contact an attorney.

First two weeks

If desired, complete the form to withhold personal information, such as your home address, phone number, emergency contact information, and family information, from the district's response to a request for public information. See *TASB Policy GBA(LEGAL)*.

Receive introduction to TASB resources and set up your TASB login.



Access TASB guidance specific to new board members at New Board Members web page tasb.org/new-board-member.

First 90 days

Attend one to two hours of Open Meetings Act training. Tex. Gov't Code § 551.005. See *TASB Policy BBD (LEGAL)*. Open Meetings Act training is available in the Online Learning Center at onlinelearning.tasb.org.

Attend one to two hours of Public Information Act (PIA) training if required by local policy. Board member training on the PIA is recommended but not required if the district has delegated responsibility for the training to the superintendent or other administrator in Policy BBD(LOCAL). Tex. Gov't Code § 552.012. See *TASB Policy BBD(LEGAL), (LOCAL)*.



TASB Legal Services has online resources about the Texas Open Meetings Act at schoollawsource.tasb.org. The Texas attorney general offers free online training at texasattorneygeneral.gov.



First 120 days

If you have not already attended a local orientation, receive orientation to local district policies and procedures, including, but not limited to, an introduction to the following:

- Current school board policy manual and any operating procedures
- Policies governing board meetings and trustee responsibilities in policy manual Section B on Governance
- District goals and priorities
- District budget calendar and process for board adoption of budget and tax rate
- Superintendent evaluation instrument and process

Attend three-hour orientation on the Texas Education Code delivered by regional education service center.

Attend a three-hour *Evaluating and Improving Student Outcomes (EISO)* session at a regional education service center with an authorized provider. TASB is an authorized EISO provider and can offer these sessions at our conferences or per requests from local boards.

Attend one-hour training on identifying and reporting potential victims of sexual abuse, human trafficking, and other maltreatment of children. Trustees can also meet this training requirement in the Online Learning Center at onlinelearning.tasb.org. See *TASB Policy BBD(LEGAL)*.

Complete the Texas School Safety Center's two-hour school safety course provided free online at SBOE - School Safety Training - TEA Learn. register.tealearn.com/courses/sboe---school-safety-training

First year

Participate in team-building session and assessment of continuing education needs with district board of trustees and superintendent.

Attend at least 10 hours of additional continuing education based on assessed needs and state-adopted Framework for School Board Development.

Attend annual cybersecurity training in accordance with with the Texas Department of Information Resources guidelines. See *TASB Policy CQB(LEGAL)* and *DIR Certified Cybersecurity Training*. See *TASB Policy BBD(LEGAL)*.



You can find more information about school board trustee training requirements, including a list of approved training providers, on the Texas Education Agency website at tea.texas.gov/Texas_schools/school_boards/school_board_member_training.



For more information on board training and other legal requirements, visit TASB School Law eSource schoollawsource.tasb.org.

Additional Resources

Board development and events | TASB Board Development Services | tasb.org/board-dev, 800-580-8272

Continuing education credit | TASB Board Development Services | cec.tasb.org, 800-580-8272

TASB login | loginsupport@tasb.org or 800-436-8501

Policy | TASB Policy Service | policy.tasb.org, 800-580-7529

TASB Legal Services | Legal Line | legal.tasb.org, 800-580-5345

TASB Member Center | tasb.org/members

TASB publications | store.tasb.org

TASB School Law eSource | schoollawsource.tasb.org

TASB website | tasb.org



Texas Association of School Boards
P.O. Box 400
Austin, Texas 78767-0400

tasb.org

TRAINING REQUIREMENTS FOR SCHOOL BOARD MEMBERS

Length of Service	Local District Orientation	Intro to TEC	Open Government ³	Cybersecurity	Post-Legislative Update to TEC	Child Abuse Prevention	Evaluating and Improving Student Outcomes (formerly SB 1566)	Team Building	Additional Continuing Education (based on assessed needs)
New Trustees (First Year) ~25 hrs	Local Orientation ² (within 120 days) 3 hrs	(within 120 days) 3 hrs	OMA ³ (within 90 days) 1-2 hrs PIA 1-2 hrs	~1 hr each year	N/A because update is incorporated into Intro to TEC	1 hr every two years	(within 120 days) 3 hrs² every two years	3 hrs² each year with all trustees and superintendent	10 hrs first year
Experienced Trustees (After First Year) 9-16 hrs¹	Can attend, but not required				Sufficient length ~1-2 hrs after each legislative session				5 hrs each year
Providers	School District	ESC	TASB or other registered provider	See Department of Information Resources website	TASB or other registered provider	TASB or other registered provider	TASB or other authorized provider	TASB or other registered provider	TASB or other registered provider

Training Requirements Notes:

¹ Required hours after the first year will vary depending on how the Post-Legislative Update, Child Abuse, and Student Achievement and Accountability hours fall for an individual trustee.

² Trustees may receive any training online **except** Local Orientation for new board members, Team Building, and Evaluating and Improving Student Outcomes.

³ **OMA** and **PIA training** is required (outside of SBOE rule) of all elected officials within 90 days of election or appointment. PIA training may be delegated by district policy.

OMA: Open Meetings Act

TEC: Texas Education Code

PIA: Public Information Act

SBOE: State Board of Education



School Board Trustee Training

The board of trustees of an independent school district is a corporate body that has the exclusive power and duty to oversee the district management and evaluate the performance of its superintendent. All powers and duties not specifically delegated by state law to the Texas Education Agency (TEA) or State Board of Education (SBOE) are reserved for the trustees.

Texas Education Code, Chapter 11, Subchapter D (<http://www.statutes.legis.state.tx.us/Docs/ED/htm/ED.11.htm>) defines the powers and duties of an independent school district board of trustees.

The Framework for School Board Development (/node/102913) outlines the vision and goals, systems and processes, progress and accountability, advocacy and engagement, and synergy and teamwork needed to provide local educational programs and services that will promote excellence in student academic achievement. Initially adopted in January 1996, the framework was revised by the SBOE in November 2020.

Texas Education Code, §11.159, (<https://statutes.capitol.texas.gov/Docs/ED/htm/ED.11.htm#11.159>) requires the SBOE to provide a course of training for independent school district boards of trustees.

School Board Training Requirements

Continuing education requirements for independent school board trustees are established in Texas Education Code, §11.159, (<https://statutes.capitol.texas.gov/Docs/ED/htm/ED.11.htm#11.159>) Texas Administrative Code §61.1 (<https://tea.texas.gov/sites/default/files/ch061a.pdf>) and Texas Government Code, §§ 551.005 (<http://www.statutes.legis.state.tx.us/SOTWDocs/GV/htm/GV.551.htm#551.005>), 552.012 (<http://www.statutes.legis.state.tx.us/SOTWDocs/GV/htm/GV.552.htm#552.012>), and 2054.5191 (<https://statutes.capitol.texas.gov/Docs/GV/htm/GV.2054.htm#2054.519>). This table provides a summary of these requirements. Use the links in the *Eligible Provider(s)* column to find a provider.

Required Continuing Education	First Year in Office	Subsequent Years in Office	Eligible Provider(s)
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Local District Orientation	Three hours within the first 120 days in office	N/A	Local District
Orientation to the Texas Education Code	Three hours within the first 120 days in office	N/A	Education Service Centers (https://tea.texas.gov/about-tea/other-services/education-service-centers)
Update to the Texas Education Code	Following each legislative session and of sufficient length to address major changes		<ul style="list-style-type: none"> Registered Providers (http://tea4avcastro.tea.state.tx.us/school_board/registered_providers.html) Authorized Providers (http://tea4avcastro.tea.state.tx.us/school_board/providers.html) LSG Coaches (http://tea4avcastro.tea.state.tx.us/school_board/coaches.html)
Team-building (Team-of-eight)	Three hours	Three hours every year	<ul style="list-style-type: none"> Registered Providers (http://tea4avcastro.tea.state.tx.us/school_board/registered_providers.html) Authorized Providers (http://tea4avcastro.tea.state.tx.us/school_board/providers.html) LSG Coaches (http://tea4avcastro.tea.state.tx.us/school_board/coaches.html)
Additional Education based on Framework for School Board Development	Ten hours	Five hours every year	<ul style="list-style-type: none"> Registered Providers (http://tea4avcastro.tea.state.tx.us/school_board/registered_providers.html) Authorized Providers (http://tea4avcastro.tea.state.tx.us/school_board/providers.html) LSG Coaches (http://tea4avcastro.tea.state.tx.us/school_board/coaches.html)
Evaluating and Improving Student Outcomes	Three hours within the first 120 days in office	Three hours every two years	<ul style="list-style-type: none"> Authorized Providers (http://tea4avcastro.tea.state.tx.us/school_board/providers.html) LSG Coaches (http://tea4avcastro.tea.state.tx.us/school_board/coaches.html)
Sexual Abuse, Human Trafficking, and Other Maltreatment of Children	One hour within the first 120 days in office	One hour every two years	<ul style="list-style-type: none"> Registered Providers (http://tea4avcastro.tea.state.tx.us/school_board/registered_providers.html) Authorized Providers (http://tea4avcastro.tea.state.tx.us/school_board/providers.html) LSG Coaches (http://tea4avcastro.tea.state.tx.us/school_board/coaches.html)

Open Meetings Act (OMA)	One hour within the first 90 days in office	N/A	Attorney General of Texas (https://www.texasattorneygeneral.gov/open-government/governmental-bodies/pia-and-oma-training-resources)
Public Information Act (PIA)	One hour within the first 90 days in office	N/A	Attorney General of Texas (https://www.texasattorneygeneral.gov/open-government/governmental-bodies/pia-and-oma-training-resources)
Cybersecurity	Varies by provider	Every year	Department of Information Resources (https://dir.texas.gov/View-About-DIR/Information-Security/Pages/Content.aspx?id=154)
School Safety	Two hours within the first 120 days in office	Every two years	<ul style="list-style-type: none"> • TEA Learn (https://register.tealearn.com/courses/sboe---school-safety-training) • Technical Support (https://tealearn.zendesk.com/hc/en-us)

Team Commendation

Local board-superintendent teams that, together, receive at least eight hours of continuing education specified in Texas Administrative Code §61.1(k) (<https://tea.texas.gov/sites/default/files/ch061a.pdf#page=6>) are eligible for commendation. The SBOE established this commendation in recognition of the importance of working together as a team for the benefit of Texas students. Complete and submit the commendation eligibility form (<https://form.jotform.com/90995324219161>) to apply.

Contact Information

School Governance

Phone: (512) 936-1533

SchoolGovernance@tea.texas.gov (<mailto:schoolgovernance@tea.texas.gov>)