Board of Trustees
Armando Cuellar, Jr., President
Dr. Jaime Rodriguez, Vice President
Jesse Treviño, Secretary

Marcos De Los Santos, Trustee
Andrew Gonzalez, Trustee
Isidoro Nieto, Trustee
Jaclyn Sustaita, Trustee

WESLACO INDEPENDENT SCHOOL DISTRICT
OFFICE OF THE SUPERINTENDENT, DR. DINO CORONADO

BOARD OF TRUSTEES

Meeting:	Special Board Meeting
Place:	WISD Board Room/Virtual
Location:	319 W. Fourth Street
Date:	October 4, 2022
Time:	5:36 P.M.

THIS MEETING WAS POSTED ONLINE FOR AT LEAST 72 HOURS. THE MEETING WAS LIVESTREAMED AT THE FOLLOWING WEB LINK: ***https://youtu.be/zatwitzTkrU***

MINUTES

I. Call to Order

The meeting was called to order by Mr. Armando Cuellar, Board President.

II. Establishment of a Quorum

A quorum was established. The following board members were present.

Armando Cuellar, President
Dr. Jaime Rodriguez, Vice President
Jesse Trevino, Secretary
Marcos De Los Santos, Trustee
Isidoro Nieto, Trustee
Jacklyn Sustaita, Trustee

Andrew Gonzalez joined the meeting at 5:39 p.m.

III. Public Comments

>Ceci Rodriguez, 4605 King Arthur Ct., El Paso, Texas

"I am from El Paso, Texas and I do know the history of your current leader and if there's any meaning that history repeats itself, it is repeating itself right here, right there at Weslaco. Something I have learned about people is if they do it once, they will do it again. I don't like repeat offenders and that is why I have been compelled to be here today. We have to stop repeated offensive behavior and it has to start from the top. This leader has a history and at one point, there had been publications about it. I have had the opportunity to speak to many, many educators that have had run-ins with him and it always resorts that it is a woman. Vulgar language is used and a total of arrogance and disrespect is displayed. It always occurs behind closed doors, and if anything is leaked or comes out or someone makes a complaint, there is immediate censorship.

There is immediate comments turned off. The individual will join the group and begin disparaging anybody that has the same experience. Character is what you do when others are not looking, and I have watched the same individual at our Town Meeting disparage our mayor and use very disparaging and unsubstantiated allegations, and that is a way to avoid any accountability on his part. Gentlemen, ladies, and women, we have to have respect for women without the vulgarity, without the profanity, and without the complete disrespect; although at this point, I am convinced it is a pattern. It will keep repeating itself and obviously, it has. I question why there's so many schools that this leader has worked at and not lasted there more than two or three years. I then watched his behavior and the ways he deals with the mayor, which is a woman, and the total disrespect and arrogance is displayed and I am convinced it is just his character. These women that are not complaining and all these allegations that are coming from Weslaco is no surprise to me. I felt compelled to inform the school board that censorship, lawsuit threats, cheats and deceits are methods that this leader uses to keep embers from rising, so where there is an ember, there's fire and repeated behavior will soon show up. Women who have been demeaned in a professional setting need to stick together. They need to speak up because when you are behind closed doors with him, you will be left with a burden of proof - you will find receiving lawsuits. There was a Phoenix publication that has now disappeared. The link has disappeared so no one is able to read of his past history, but think about people filing bankruptcy. If they can't manage their own finances, how are they going to lead others too? Your leader has shown a pattern of an inability to treat women with respect, allow any woman to have their dignity or an informed opinion or experience, and they will be dealt with demeaning and vulgar language. This is not the first time and it will keep repeating itself until somebody addresses this and takes care of that elephant in the room. I do believe that if proper research had been done and people contacted, you would find the same findings, the same observations."

>Diana Garza, 1011 10th Street, Mercedes, Texas

"I want to speak about Item #4. I'm not sure what it all entails 'staff packages'. I don't know what it's about but I'm going to speak about staffing. I know that I've gotten some calls from Pre-K Kinder and Pre-K 3-4 kinder teachers that on paper they're assigned some help, instructional assistant, but it's only on paper. I would challenge anyone up there to be in a classroom with 22 little ones. We only have one set of eyes and I think that is a safety concern so I urge you all to look at that closely because I don't know where they report. You know, if it's mandatory for them to have an assistant all day or where they report that information, right, as far as Personnel, but it's on paper and it looks really, really good on paper, but it's not happening so let's get those Pre-K teachers and Pre-K 3-4 teachers the help that they need. They're overworked, underpaid, stressed, so that's one of the things I want to bring to your attention. Also, at one of the board meetings you were given misinformation that every director had a full-time Administrative Assistant; that is not true. I work for Student Support Services – Student Support Services, so aren't we here for students? Aren't we here to support them? I think that, that is a very important department that should have a full-time administrative assistant and I've been advocating, but nothing yet. Yet, there are other directors and departments that have two or three, so that was misinformation that was given to you board members, that every Department Director had an administrative assistant. I also sent an email to the leader and HR, "What is the difference, because at one time they told my boss, my immediate supervisor Dr. Cid, that they were going to send a clerk because we only have an administrative assistant part-time, but that they were going to send her a clerk. I sent an email to the leader and HR to tell me what the difference is – enlighten me. What's the difference between a clerk and an administrative assistant other than the obvious, pay? So why are you all considering sending a clerk part-time? Is it just to quiet the department? You got the help, because obviously, an administrative assistant does difference things - PO's, requisitions, and a clerk probably does a lot of filing, right. If there is no difference, 'Why don't we just have a bunch of clerks and no administrative assistants, right?' So school board trustees, help us out because I've been advocating since July 25 for a full-time administrative assistant for our department because after all, all of us are here for students, right - to support them and yet there is only one there part-time. The next thing is Item XIII – Professional Conduct on the Superintendent. That is very sad. I'm

really sad this evening. You know, after hearing Miss Patton out there, that our women, especially the ones at that meeting, for whatever reason they got mistreated, and I don't know if they have exercised their right to file a grievance but they probably haven't for fear because retaliation is real. They fear because in June in one of the Happy Friday emails that have nothing to do with student success but a bunch of quotes and be kind and so on. On this one, June 6, he had stated there that -uh, why file grievances, there's too many, because the only ones that win are attorneys. So do you think that with an email stating that, straight up since June 6, you're gonna have any woman or anybody coming forward and filing exercising the right, I don't think so. With that being said, he also said that the District Leadership Team and him are here to work for everybody; yet, at that meeting when he used inappropriate language he stated that he was only here for the Leadership Team. What about our students and advocating, defending them against predators because there's a couple of predators out there in our district. How about defending our students against inappropriate relationships between staff and students. Who's going to defend those children against a couple of predators that are running around? Thank you so much and I really appreciate all that you do, school board trustees, and I hope that you take care of what you need to take care of. Thank you."

>Julie Ann Valdez Perez, 1103 Stone Street, Weslaco, Texas

"I'm here to talk about inequitable distribution of resources in terms of teachers. So there's an inequitable distribution of resources when it comes to how teachers and I mean, I'm assuming it's in every department actually, not just teachers - the workload that certain teachers are given at the campuses. Across the board there are certain teachers that are - and this what I experienced as a secondary teacher at a high school. I don't know how it works with the elementary and the other middle schools, but as someone who worked at the high school, what I noticed is that year after year after year I was given when I first began like 220 some students in total. The next year 210, the next year 180 something and it kind of never moved from there. It's kind of like 180, given that was with one class, one advanced placement class of like about no more than 14 students. Even with one class of 14 students, my total number of students were still 180 some. Yes, it's in the past and like people say 'move on', and I'm just like 'okay', but it's still going on. The issue here is that this is still going on. There was always like this differential treatment and why I'm here is to make you all aware of that. Who is gonna answer for that differential treatment because this is affecting the staff, the staff morale. The teachers that get overburdened that have three or four preps, a hundred and something students, as opposed to the teachers that have a total of 85 students with all the good classes – you know, all the students that are high performing, all the good classes with the advanced students. I don't even know like - like I can't even articulate like how unfair that is, how that affects the teacher. So going into what we're all here for, students, right. How does that teacher who is bogged down, overburdened, micromanaged by petty admin, because that's what's going on there, you have admin that's petty; how do they, how does that affect their performance in teaching the students? That's my question, because that affects the students and also it affects the students when those classes are about 40 kids in each class. How do you give them quality education and opposed to that, if we look at the students that are in those classes that are in those 40-some, I mean high 30 number classes, low 40's. They're mostly the kids that are in traditional classes. They don't affect the affluent family members, the children of affluent members in the community. They mostly affect traditional students. They're like sardine can in classrooms and nobody cares about them or it seems like nobody cares about them. Fifty percent of the students can't read, but nobody cares that a teacher is expected to cater to like a high 30 number of students, the high 30's in the classroom and it's certain teachers only, not every teacher. Who is keeping a watch on that because obviously, it isn't admin.? Admin, I believe, and this is my opinion, like someone once told me – 'you know, you're full of opinions'. Okay, it is my observation from eight years of working in the public school system that it's only certain teachers that get treated this way and it's a tactic used by even some admin, and I'm not trying to attack all admin; it's a criticism of admin. They utilize their position to give certain teachers more work and to reward the ones that are in their good favor. I brought this issue up to an individual. I went and I took the proper procedure, and I went and I spoke with - I went through the chain of command and I made this issue known and you know what happened, nothing. Same thing, because the

same individuals that are being favored, that are being coddled to, are the same ones this year who have the least number of students - who have the best classes while the other, well, certain teachers are getting bogged down, and this is a disservice to our students. I was a teacher and I resigned, I think some of you know that. The class that I resigned from still has a substitute teacher. Six weeks has passed and there is still a substitute teacher, but you know why there's a substitute teacher in that class, because it's a traditional class. I bet you anything if that was an advanced class with some of your kids in that class, it would already have a teacher. Thank you."

Mr. Marcos De Los Santos made the motion to change the order of the day and move Items X and XI to be discussed at this time. Mr. Isidoro Nieto seconded the motion. Voting in favor of the motion were Mr. Isidoro Nieto, Mrs. Jaclyn Sustaita, Mr. Jesse Trevino, Dr. Jaime Rodriguez, Mr. Marcos De Los Santos, and Mr. Andrew Gonzalez. Motion carried.

X. Discussion and Possible Action for the Board to Consider Approval of Modifications of the November 8, 2022 Election Order to Reflect Updated Polling Locations and Early Voting Dates Based on Administration Presentation on the Possible Increased Risk to Student Safety

On August 16, 2022, the Board of Trustees approved an Order calling for the November 8, 2022 WISD School Board Election. On September 20, 2022, modifications to the Order were presented to the Board reflecting updated polling locations and early voting dates. The Board voted to postpone board action pending re-evaluation of alternate locations for polling places due to safety concerns for students.

Mrs. Hilda Salinas, Interim Elections Administrator, and Mr. Eberto Gauna, Coordinator III, were both present to answer questions from the Board. Mr. Gauna provided a brief summary on the safety concerns at the two campuses.

- Hidalgo County Elections personnel conducted an analysis at both campuses and came up with a plan to ensure that the students, faculty, and voters are separate.
- Hidalgo County Elections has coordinated with the City of Weslaco Police Department, Constable Pct. 1 or Pct. 5, and the Sheriff's Office, to provide an officer at both facilities.
- <u>Central Middle School</u>
  - Students will not report to the gym on November 8. They will have activities at the PAC.
  - All entrances on the south end side will be closed.
  - A police officer will be on campus.
- <u>Ybarra Elementary School</u>
  - A deputy constable will be provided at the campus to provide an added layer of protection.
  - The lobby and right hallway will be closed off to keep the separation of visitors and students.
  - Parking will be available by providing temporary measures and signage.
- As per Hidalgo County Elections Department, there is no designation of polling place to voters on a precinct by precinct basis. Although there may be a large number of voters that are "represented" by this location in the surrounding area, they are not required to vote at this location.

<u>Concerns addressed by the Board:</u>

- SFA Facility has been used as a polling place for some time and has a zero risk level to students.
  - This facility is utilized by adults only.
  - A parking lot is available across the street.
- Why move it to a campus where hundreds of people will be going in to vote?
  - The people are not vetted or searched when they enter the building.
  - It is a high risk for students to use a campus as a polling place.

>Central Middle School
- •There is not much parking at this campus. Cars would have to park along the street.
- •This campus has many students who walk home which is a safety issue.
- •Extra security is needed.

>Ybarra Elementary School
- ›Voters would have to go in through the front door.
- ›This campus has big parking lots on the east and west side. People would have to walk a distance to the door.
- •Why not use Mary Hoge? This campus is located on 1015.
  - ›Mary Hoge has an external entrance.
  - ›This campus has a library with a parking lot located in front of it.
  - ›This campus also has a gym located on the south side with a large parking area.
  - ›Mary Hoge is across the street from the DPS department and the Constable's office.

Mr. Gauna explained that the reason for swapping out SFA was due to the census and redistricting that occurred. By moving the location farther west, there would be more locations disbursed within the city. He explained that the Commissioner's Precinct 1 office received some flooding back in 2018 and that is why the polling location moved to Mary Hoge Middle School for the 2020 Election. The Commissioner's Precinct 1 office is now available and it will used as a polling location for the November 8, 2022 election.

Mr. Nieto asked Dr. Coronado if the district could provide additional security personnel on Election Day. Dr. Coronado replied that rovers are available and additional security staff with the Weslaco PD can provide security at the campuses as well.

Mrs. Salinas informed the Board that the two polling places would be used for Election Day only. She felt confident that the plans presented would work. There has been communication with the campus principals of both schools, Mr. Aguilar, the local police department, and the Constable's office to ensure that safety and security measures are in place on Election Day. In an effort to meet statutory election deadlines and being that the County is the authority for this election, the early voting and election-day polling locations were submitted to the Commissioner's Court and approved. Since the election had been coded, the Board was not able to make any changes to the polling locations. They assured the Board that they would meet with the district/Board in the future to find suitable locations for the next election.

A brief discussion continued regarding safety concerns for the students. The board members were not in favor of moving the polling places to the campuses. The Board President agreed with the concerns addressed and asked that they take every measure necessary to ensure the safety of the students and staff.

Mr. Isidoro Nieto made the motion to approve the modifications of the November 8, 2022 Election Order to reflect updated polling locations and early voting dates based on Administration presentation. Mr. Andrew Gonzalez seconded the motion. Voting in favor of the motion were Mr. Isidoro Nieto, Dr. Jaime Rodriguez, and Mr. Andrew Gonzalez. Voting against the motion were Mr. Jesse Trevino, Mr. Marcos De Los Santos, and Board President Cuellar. Mrs. Jaclyn Sustaita abstained. Tie vote of 3-3.

XI. Discussion and Possible Action for the Board to Consider Approval of Modifications to the Current Procurement Process

The Board tabled an agenda item at the September 20, 2022 regular board meeting related to a procurement method of construction, pending modifications to the district's procurement process for ranking proposals received.

Staff met with attorneys Mike Saldaña and Eddie Perez of the law firm Walsh Gallegos Trevino Kyle and Robinson P.C to discuss the current procurement process of the district and find possible ways to modify the process for the betterment of the district.

Mr. Baldemar Garcia, Purchasing Manager, informed the Board that the bid process currently used by the district is directly related to the Texas Education Code 44.031 and Government Code 2269 (Construction Projects). He referred to the evaluation and ranking committee duties.

Questions/Comments/Concerns addressed by the Board:

- "Is anyone allowed to talk amongst themselves before you place points on a vendor during a ranking?"
- It's a common sense not to discuss the rankings during the process.
- When supervisors and their subordinates are talking, there is a level of influence.
- It is best to have a process/policy for a silent ranking in order to prevent staff from getting in trouble.
- The Board has the authority to adopt rules and procedures for the acquisition of all goods and services according to Government Code 22.69.

Mr. Garcia informed the Board that he had researched the education guide and the resource guide and did not find any legalities that address the specific question that says you cannot or you should. Every district approaches the ranking process differently according to Mr. Garcia.

Mr. Saldaña informed the Board that he was hesitant to answer questions because he would be giving legal advice on issues previously addressed at the last board meeting regarding the procurement process and committee rankings, etc. He would prefer to convene in closed meeting in accordance with 551.071 of the Texas Government Code, in order to provide legal advice related to past issues. He pointed out that many school districts have workshops in order to allow the Superintendent and board members to interact with one another and to discuss the policies they would like to adopt. He recommended the Board schedule a workshop to discuss this process thoroughly.

According to Mr. Garcia, staff will abide by the process or policy approved by the Board. He clarified that at the beginning of a ranking process staff has to provide information to the committee members. They do make it clear that members do not have to vote the same way as the other members do. He pointed out that a set of rules or procedures is not a one size fits all because one set of procedures may work perfectly for a big construction project, but it may not work for another project.

Mr. Marcos De Los Santos made a motion to convene in executive session to discuss concerns with legal counsel. Mr. Jesse Trevino seconded the motion. Voting in favor of the motion were Mr. Isidoro Nieto, Mrs. Jaclyn Sustaita, Mr. Jesse Trevino, Dr. Jaime Rodriguez, Mr. Marcos De Los Santos, and Mr. Andrew Gonzalez. Motion carried. The Board convened in closed meeting at 6:59 p.m.

The Board returned to open meeting at 7:31 p.m.

Mr. Marcos De Los Santos made the motion to approve the modifications as discussed in executive session with legal counsel on the procurement process. Mr. Andrew Gonzalez seconded the motion. Voting in favor of the motion were Mr. Isidoro Nieto, Mrs. Jaclyn Sustaita, Mr. Jesse Trevino, Dr. Jaime Rodriguez, Mr. Marcos De Los Santos, and Mr. Andrew Gonzalez. Motion carried.

IV. Discussion on Staffing Update Packages for Elementary, Middle, and High Schools

Superintendent Dr. Coronado presented information on the different staffing packages for the elementary, middle, and the high schools based on enrollment.

Dr. Coronado commented that the process of trying to determine how each employee was funded in past years is very lengthy. He shared that staff identified one employee who was funded with thirteen different account codes when at the most there should be two.

The board members had questions regarding the packages and wanted to know if all employees were going to get a pay increase.

Dr. Coronado provided the following information:

- The packages presented are for paraprofessionals only.
- ESSER funding allows the district to pay for learning loss individuals.
  - ›Pre-K is not a grade level where learning loss can be accommodated.
  - ›Employees funded with ESSER funds will not have a job once those funds run out.
  - ›Employees are encouraged to apply for the vacant positions.
- All positions have been posted.

Staffing Packages for Elementary Schools

BASIC 0 - 700				
POSITIONS	YBARRA	SILVA	GONZALEZ	NBE
	519 students	597 students	615 students	688 students
* Admin. Asst.				
* Data Entry Clerk				199 funded vacancy
**Counselor Aide				164 funded vacancy
** Library Aide				
* Attendance Clerk				
* Office Clerk	199 funded vacancy	199 funded vacancy		199 funded vacancy
** Media Aide			211 funded vacancy	
** Community Aide	211 funded vacancy			
** Comp Lab Aide				
** PK Inst. Aide				
** PK Inst. Aide				
** PK Inst. Aide				
** PK Inst. Aide				
SPED Aides	1 (4 vacancies)	2 (1 Vacancy)	2 (2 Vacancies)	6 (3 Vacancies)
ESSER				
ESSER				
ESSER				
ESSER				

NOTE:
* - Local funds
** - External funds
*** -reassigned from Central Office

BASIC + 750 - 900			
POSITIONS	SAM HOUSTON	RICO	AIRPORT
	750 students	759 students	776 students
* Admin. Asst.			
* Data Entry Clerk			
**Counselor Aide			
** Library Aide			
* Attendance Clerk	164 funded vacancy		
* Office Clerk			
** Media Aide			
** Community Aide			
** Comp Lab Aide			
** PK Inst. Aide			
** PK Inst. Aide			
** PK Inst. Aide			
** PK Inst. Aide		164 funded vacancy	
** PK Inst. Aide		164 funded vacancy	
** PK Inst. Aide		211 funded vacancy	
SPED Aides	3 (No Vacancies)	2 (1 Vacancy)	1 (3 Vacancies)
** Library Aide +	211 funded vacancy	211 funded vancancy	
** Instructional Aide +		164 funded vancancy	
ESSER			
ESSER			

PREMIUM 925 +			
POSITIONS	MARGO	CLECKLER	MEMORIAL
	933 students	943 students	1070 students
* Admin. Asst.			
* Data Entry Clerk			
**Counselor Aide			
** Library Aide			211 funded vacancy
* Attendance Clerk			199 funded vacancy
* Office Clerk			
** Media Aide	211 funded vacancy		
** Community Aide			
** Comp Lab Aide			211 funded vacancy
** PK Inst. Aide			
** PK Inst. Aide			
** PK Inst. Aide	211 funded vacancy		
** PK Inst. Aide			
** PK Inst. Aide			
** PK Inst. Aide			
** PK Inst. Aide			164 funded vacancy
SPED Aides	5 (1 Vacancy)	5 (No Vacancies)	8 (1 Vacancy)
** Library Aide +		211 funded vacancy	211 funded vacancy
* Office Clerk +		199 funded vacancy	199 funded vacancy
** Instructional Aide +	164 funded vacancy		
ESSER			
ESSER			

As per Dora Zavala, Executive Director for Human Resources:

- There is a significant amount of vacancies available at this time.
- Different pools have been open for a while; however, the main issue is trying to identify the funding for these positions.
- Staff needs to make sure the funding is available prior to onboarding a new employee.
- Staff needs to go through the applicant portal manually to review the applications and make sure the applicant has uploaded the required documentation. This process takes time.

•The principals have the ability to interview and hire individuals for these positions. They can also recruit individuals from outside the district.
•The Human Resource Department is understaffed.

Staffing Packages for Middle Schools

BASIC 0-700	
POSITIONS	CUELLAR 629 students
* Admin. Asst.	
* Data Entry Clerk	
** Counselor Aide	
** Library Aide	
* Attendance Clerk	*199 funded vacancy*
* Office Clerk	
**Instructional Aide	
SPED Aides	5 (No Vacancies)
Extras	
ESSER	
ESSER	

BASIC + 750- 1050			
POSITIONS	MARY HOGE 935 students	B. GARZA 959 students	CENTRAL 977 students
* Admin. Asst.			
* Data Entry Clerk		*199 funded vacancy*	
** Counselor Aide	*164 funded vacancy*		
** Library Aide			
* Attendance Clerk			
* Office Clerk		*199 funded vacancy*	
** Instructional Aide		*211 funded vacancy*	
SPED Aides	8 (No Vacancies)	6 (5 Vacancies)	5 (1 Vacancy)
** Instructional Aide +		*211 funded vacancy*	
** Media Aide +			
Extras			
ESSER			
ESSER			
ESSER			

NOTE:
* - Local funds
** - External funds
*** - reassigned from Central Office

Staffing Packages for High Schools

	BASIC 0-100	
POSITIONS	DAEP 64 students	SPG 69 students
* Admin. Asst.		
Data Entry Clerk		
Counselor Aide		
Instructional Aide		
SPED Aides		
Extra		
ESSER		

	BASIC + 150- 400
POSITIONS	CTE ECHS 242 students
* Admin. Asst.	
Data Entry Clerk	
Office Clerk	
Library Clerk	
Instructional Aide	
SPED Aides	
Extra	
ESSER	

>WHS has four funded clerical positions available.

>WEHS has two data entry clerk positions available.

Staffing for Comprehensive High Schools

PREMIUM 1500-2100		PREMIUM + 2400 +	
POSITIONS	WEHS 2003 students	POSITIONS	WHS 2572 students
* Admin. Asst.		* Admin. Asst.	
* Athletic Admin. Asst.		* Athletic Admin. Asst.	
* Band Secretary		* Band Secretary	
* Switchboard Operator	199 funded vacancy	* Switchboard Operator	
* Bookkeeper		* Bookkeeper	
* Registrar		* Registrar	
* Data Entry Clerk	199 funded vacancy	* Data Entry Clerk	
* Data Entry Clerk		* Data Entry Clerk	
* Attendance Clerk		* Attendance Clerk	
Attendance Clerk		Attendance Clerk	
** Counselor Aide		** Counselor Aide	
** Counselor Aide		** Counselor Aide	
** Counselor Aide		** Counselor Aide	
** Counselor Aide		** Counselor Aide	164 funded vacancy
** Library Aide		** Library Aide	
** Library Aide		** Library Aide	
** Library Aide		** Library Aide	
* Office Clerk		* Office Clerk	
* Office Clerk		* Office Clerk	
* Office Clerk		* Office Clerk	
* Office Clerk		* Office Clerk	199 funded vacancy
* Athletic Office Clerk		* Athletic Office Clerk	
** Health Records Clerk		** Health Records Clerk	
** Media Aide		** Media Aide	
** Media Aide		** Media Aide	
* Computer Info Specialist		* Computer Info Specialist	
* Hardware Technician		* Hardware Technician	
** Tech Aide		** Tech Aide	211 funded vacancy
** Tech Aide		** Tech Aide	211 funded vacancy
SPED Aide	11	SPED Aide	14 (1 Vacancy)
NOTE: * - Local funds ** - External funds *** - reassigned from Central Office			

>The goal is to recruit teachers in January, if necessary.

•Staff will try to bring the renewals to the Board before April 2023 to determine staffing needs.

>The ELF Academy needs four teachers and one data entry clerk.

›Their contract will expire in 2025.

V. Discussion on the Human Resources Organizational Structure and Job Descriptions

Superintendent Dr. Coronado presented the proposed Organizational Chart for the Human Resources Department. The six (6) vacancies are all funded positions.

<u>Questions/Concerns from the Board:</u>

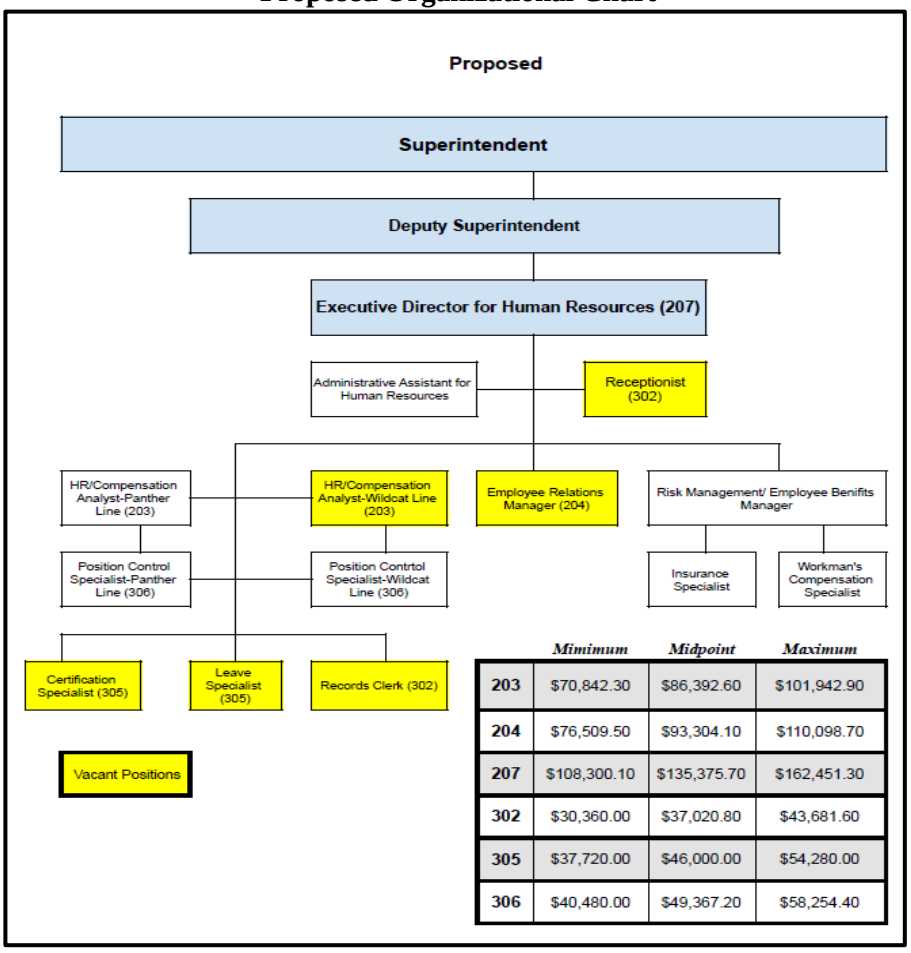
>Due to the issues encountered with pay and years of service, Mr. De Los Santos wanted to know if it was possible to hire a consultant company to address the issue with the years of service. This would help staff continue with their daily operations.

•Dr. Coronado explained that the district has multiple systems that do not communicate with each other and therefore staff would have to give access of personnel information to an outside agency.

>The HR Department needs highly qualified individuals that have the experience.

Dr. Coronado informed the Board that these positions have not been posted because he wanted to brief them on the status of this department and the staffing recommendations prior to posting the positions.

Proposed Organizational Chart



	Minimum	*Midpoint*	*Maximum*
203	$70,842.30	$86,392.60	$101,942.90
204	$76,509.50	$93,304.10	$110,098.70
207	$108,300.10	$135,375.70	$162,451.30
302	$30,360.00	$37,020.80	$43,681.60
305	$37,720.00	$46,000.00	$54,280.00
306	$40,480.00	$49,367.20	$58,254.40

VI. Discussion Regarding Potential Revisions to the 2022-2023 Compensation Plan with Regard to Pay Grade and Years of Service

This item was requested by Mr. Jesse Trevino and Mr. Marcos De Los Santos for discussion.

Dr. Coronado provided the Board with salary information (adjustments) of every single employee for their review. He shared that he did not have any revisions to the current compensation plan at this time.

Questions/Concerns addressed by the Board:

>Can the district afford to do the modifications to the pay scales based on TASB's recommendations?

- Weslaco is significantly higher than some school districts.
- The beginning pay in some positions are higher as well as the max amount.
- Most employees received a significant boost to their salary. However, a few employees saw a decrease in their salaries and some salaries were frozen.

Mrs. Zavala explained that some of the salaries in the 300 series were compressed by two pay grades by TASB. TASB also adjusted the pay scales. As a result, the salary of an instructional coach is now higher than the salary of an assistant principal. Thus, staff will be reviewing the pay scales of administrative assistants, clerical, and professional positions, but it is going to take some time.

A brief discussion took place on whether staff took into account the job responsibilities of administrative position employees whose salaries were reduced.

Dr. Coronado pointed out that there are some administrative assistants, based on the department they serve, that do more than others. He shared that the district has too many administrative assistants and staff will need to review their duties to know what type of workload they have. He also mentioned that there is a form (job position review) at the back of the compensation plan where employees can write down what they do and submit the form to their supervisor for review. The Superintendent has the authority to adjust their pay accordingly, or not.

Mrs. Zavala encouraged the employees to meet with their supervisors to fill out the request form and provide exact information on what duties they do as well as the percentage of time that is spent on each duty. This will help determine if their title and/or pay is correct. HR staff will be going to the campuses to meet with each employee to make sure their years of service and/or duties are correct.

- Mr. De Los Santos wanted to know how the pay for an Executive Secretary is determined. Is it by the number of years' experience or by the number of years they have been in that particular position?
  - According to Mrs. Zavala, it would be by the years of relevant service, which also includes experience outside the district as well as within the district.
- Will an employee who has been working for 16 years with the district and then switches over to a secretarial position receive credit for those years?
  - An employee could receive partial credit but it would depend on the position they previously held.
- Why are employees with the same years' experience earning different salaries?
  - Mrs. Zavala replied that they needed to review the trajectory of the employees because their position and paygrade could have been different when they began working with the district. One employee could have been making more than the other based on their position so as they were promoted, their current salary was used to compute the increase. That is why it is important for HR to review each employee case by case.

After further discussion on employee's years of service credit and pay grades, Dr. Coronado assured the Board that staff is working hard to identify the discrepancies; however, it will take time to review 2,300 employee files due to minimal staffing at the HR department.

VII. Discussion and Possible Action to Amend Board Policy DC (Local): Employment Practices – Second Reading

Trustee Sustaita requested this item on the agenda to clarify the change that occurred last year regarding non-contractual personnel. She wanted to know if the policy was changed to reflect that the Board gave the authority back to the Superintendent to hire non-contractual personnel as approved back in November 2021.

Dr. Coronado explained that prior to March 8, 2021 the Board had the authority to hire only contractual personnel. On March 8, 2021, the Board approved to hire all employees (contractual & non-contractual). On November 3, 2021, the Board took action to delegate the authority to the Superintendent to hire non-contractual personnel in order to avoid delays.

Mrs. Dora Zavala, Executive Director of Human Resources, shared that she had reached out to TASB and was notified that the change had not been submitted to reflect the change. However, according to TASB, changes that are made to policy are enacted upon board approval. The minutes of the November 3, 2021 special meeting reflect that the Board approved to delegate the authority to the Superintendent to hire non-contractual personnel.

Revision recommended by Mrs. Sustaita:

- Recommending Relatives for Employment: A District employee with responsibilities for making recommendations within the District's hiring process shall be prohibited from recommending for hire any person related to that employee within the first or second degree by blood or marriage. An employee with responsibilities shall be defined as a member of an interview committee, a principal, a human resources administrator or director, an assistant superintendent, a superintendent, a Board member, or other position making recommendations for hire.

Mr. Andrew Gonzalez made the motion to change the order of the day and take care of the closed meeting items at this time, and then return to Item VIII and Item IX afterwards. Mr. Marcos De Los Santos seconded the motion and the board voted unanimously in favor. The Board convened in closed meeting at 8:58 p.m.

The Board returned to open meeting at 11:13 p.m. and continued with Item VII. ***Dr. Jaime Rodriguez left the meeting at 8:24 p.m.***

Mr. Andrew Gonzalez made the motion to amend Board Policy DC (Local) with the recommended revision as presented and to give the Superintendent continued authority for making recommendations or any type of moves for non-contractual employees. Mr. Marcos De Los Santos seconded the motion. Voting in favor of the motion were Mr. Isidoro Nieto, Mrs. Jaclyn Sustaita, Mr. Marcos De Los Santos, and Mr. Andrew Gonzalez. Motion carried. Mr. Jesse Trevino did not vote as he had stepped away from the meeting.

VIII. Discussion and Possible Action to Amend Board Policy DK (Local): Assignment and Schedules - Second Reading

This item was placed on the agenda by Mrs. Sustaita and Mr. De Los Santos.

Mrs. Sustaita addressed the recommended revisions highlighted in blue:

Superintendent's Authority	All personnel are employed subject to assignment and reassignment by the Superintendent or designee when the Superintendent determines that the assignment or reassignment is in the best interest of the District. Reassignment shall be defined as a transfer to another position, department, or facility that does not necessitate a change in the employment of contract or ~~of a~~ noncontract employees. **Employment shall be defined as wage, days worked, and exempt or nonexempt status.** Any change in an employee's contract shall be in accordance with policy DC.
Relatives of Administrators	**For purposes of this policy, "administrators" shall include principals, assistant principals, deans of instruction, curriculum assistants, coordinators, directors, supervisors, the chief of police, the captain of police, the assistant fine arts director, the athletic coordinator, head coaches, assistant superintendents, executive officers, chiefs, and the Superintendent.**

She asked her fellow board members if they were in favor of omitting the non-contract employees and leaving only the contract employees in the first paragraph.

Mr. De Los Santos addressed the following revision for clarification purposes on evaluating family members:

ASSIGNMENT AND SCHEDULES DK (LOCAL)

An employee who is related by consanguinity (blood) within the second degree or by affinity within the second degree to a campus or departmental administrator shall not be assigned to a position on the campus or in the department that is under that administrator's direct supervision.

An employee who is related by consanguinity (blood) within the second degree or by affinity within the second degree to the Superintendent shall not be assigned to a position on that campus or in that department that is under the Superintendent's direct supervision.

These provisions shall apply to substitute teachers and other substitute employees.

As per Mrs. Sustaita, the following verbiage on this policy clarifies Mr. De Los Santos' inquiry.

No employee shall be assigned to a position in which he or she would supervise or would otherwise be directly responsible for the evaluation of a member of his or her immediate family, as defined in DEC(LOCAL).

Mrs. Sustaita requested to strike out the paragraph below to avoid problems in making exceptions to the assignment of relatives. According to Mrs. Sustaita, she researched other school districts in Texas and no one had this exception in their policy.

The Superintendent is authorized to make exceptions to the assignment of relatives if any of the following items are justified in writing:

1. A family member is the only applicant for a job or is clearly more qualified than any other applicant for the job;
2. The educational or organizational objective or purpose of a task is clearly enhanced by the family relationship; or
3. The duration or nature of a family member's employment is such that any adverse consequences from the employment are clearly minute.

Legal counsel advised the Board that there were no legal issues in removing the verbiage from this policy.

Mrs. Sustaita clarified that the policy already states that no Administrator/Supervisor should be evaluating a family member. The recommended revision to the policy is only defining the relatives of administrators.

Mr. Budimir replied that it is common practice for administrators not to evaluate any relatives or their spouse if employed at the same campus.

Mr. De Los Santos and Mr. Gonzalez wanted to make sure that the verbiage below, if omitted, would not prevent a teacher who is the spouse of an administrator to be promoted to a higher position.

An employee who is related by consanguinity (blood) within the second degree or by affinity within the second degree to a campus or departmental administrator shall not be assigned to a position on the campus or in the department that is under that administrator's direct supervision.

According to legal counsel, the verbiage listed above does prevent relatives of a principal from being at that campus. She recommended that the Board remove the paragraph from the policy if they wished to do so.

Mrs. Jaclyn Sustaita made the motion to approve DK (Local) except for:

> Omit 'non-contract' employees on the first paragraph

a change in the employment of contract or ~~of a~~ noncontract employees. **Employment shall be defined as wage, days worked, and exempt or nonexempt status.** Any change in an employee's contract shall be in accordance with policy DC.

> Omit the paragraph below to include #1, #2, and #3.

The Superintendent is authorized to make exceptions to the assignment of relatives if any of the following items are justified in writing:

1. A family member is the only applicant for a job or is clearly more qualified than any other applicant for the job;
2. The educational or organizational objective or purpose of a task is clearly enhanced by the family relationship; or
3. The duration or nature of a family member's employment is such that any adverse consequences from the employment are clearly minute.

>Omit the paragraph below:

An employee who is related by consanguinity (blood) within the second degree or by affinity within the second degree to a campus or departmental administrator shall not be assigned to a position on the campus or in the department that is under that administrator's direct supervision.

Mr. Isidoro Nieto seconded the motion. Voting in favor of the motion were Mr. Isidoro Nieto, Mrs. Jaclyn Sustaita, Mr. Jesse Trevino, Mr. Marcos De Los Santos, and Mr. Andrew Gonzalez. Motion carried.

IX. Discussion and Possible Action to Amend Board Policy EIC (Local): Academic Achievement: Class Ranking

The Superintendent informed the Board that WISD published a class rank guide which is in draft form. For clarification purposes, Dr. Coronado shared that WISD is not a non-ranking district because in Texas, school districts have to have a valedictorian, a salutatorian, and have to recognize the top ten percent and the top six percent for automatic admission to UT. Therefore, WISD does have a class rank system as required by statute. In addition to the class ranking, WISD is recognizing students with high GPA's under the Latin honors. Students will have a class rank to submit on their college applications. Students also receive their class rank the beginning of their sophomore and junior year. Seniors receive their class rank the first Monday in September of their senior year and then in January they receive their final class rank as well.

<u>Questions from the Board:</u>

>Why did the students not receive their class ranking at the beginning of September?

- The delay was due to a catalog change regarding the weight of courses.

>Will the students miss out on any scholarship opportunities by following the September timeline?

- All students have to use Apply Texas to apply for college.
- Once they apply for their college preferences through Apply Texas, they become eligible to apply for scholarships. Some scholarships require that students complete their FAFSA application first.
- The first big money round is awarded in November so students have to apply for scholarships by the first of October.

A discussion was held on getting the counseling staff at the high schools some assistance because they are understaffed. According to Dr. Coronado, the staffing package includes once counselor aide for every three counselors. The counseling ratio is at 350 to 1, and currently there are seven counselors allocated for WHS and WEHS.

Mr. Nieto suggested that staff look at hiring one more counselor for each high school due to their workload. Dr. Coronado will follow up on his inquiry.

Non- action item.

XII. Closed Meeting to Discuss:

1. Discussion on District Standards of Professional Conduct and Expectations as to the Superintendent

2. Discussion with Legal Counsel on Board Policy DC (Legal and Local) and DK (Legal and Local) Pertaining to Reassignments, Promotion and Hiring of Contractual and Non-Contractual Employees

3. Discussion on Hiring Legal Counsel to Investigate and/or Review District's Discipline of Personnel Following Reported Incidents of Prohibited Conduct

4. Discussion on Employees Request to Reset to Original Job Position Prior to the District Reorganization for the 2022-2023 School Year

XIII. Reconvene in Open Meeting:

A. Possible Action, If Necessary, on Items Discussed in Closed Meeting

1. Discussion and Possible Action on District Standards of Professional Conduct and Expectations as to the Superintendent

   Mr. Andrew Gonzalez made a motion to approve as discussed in closed session. Mr. Marcos De Los Santos seconded the motion. Voting in favor of the motion were Mr. Isidoro Nieto, Mr. Jesse Trevino, Mrs. Jaclyn Sustaita, Mr. Marcos De Los Santos, and Mr. Andrew Gonzalez. Motion carried.

2. Discussion and Possible Action on Hiring Legal Counsel to Investigate and/or Review District's Discipline of Personnel Following Reported Incidents of Prohibited Conduct

   Mr. Marcos De Los Santos made the motion to approve as discussed in closed session. Mr. Andrew Gonzalez seconded the motion. Voting in favor of the motion were Mr. Isidoro Nieto, Mr. Jesse Trevino, Mrs. Jaclyn Sustaita, Mr. Marcos De Los Santos, and Mr. Andrew Gonzalez. Motion carried.

3. Discussion and Possible Action for the Board to Consider Approval on Employees Request to Reset to Original Job Position Prior to the District Reorganization for the 2022-2023 School Year

   Dr. Coronado recommended for the Board to approve the employees' requests as modified, as discussed in closed session.

   Mr. Marcos De Los Santos made the motion to approve as recommended. Mrs. Jaclyn Sustaita seconded the motion. Voting in favor of the motion were Mr. Isidoro Nieto, Mr. Jesse Trevino, Mrs. Jaclyn Sustaita, Mr. Marcos De Los Santos, and Mr. Andrew Gonzalez. Motion carried.

XIV. Adjournment

The meeting adjourned at 11:44 p.m.