

REGULAR BOARD MEETING

Minutes

Tuesday, April 10, 2018

6:00 p.m.

STAFF DEVELOPMENT CENTER/BOARD ROOM

904 Hester Avenue

Donna, Texas

I. CALL MEETING TO ORDER

Board President Mr. Efren Cenicerros called the meeting to order at 6:02 p.m. with the following board members in attendance:

Mr. Efren Cenicerros, President
Mr. Valentin Guerrero, Vice President
Mrs. Alicia Reyna, Secretary
Mr. Eloy Avila, Trustee
Mr. John Billman, Trustee
Dr. Donna Mery, Trustee
Mrs. Eva C. Watts, Trustee

The following administrators were in attendance:

Dr. Maria Filomena Leo, Interim Superintendent
Mrs. Velma Rangel, Chief Special Programs Officer
Ms. Sandy Martinez, Accountant
Dr. Lazaro Ramirez, Assistant Superintendent for Human Resources
Mr. George Farah, Attorney

PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

Mr. Efren Cenicerros led the Pledge of Allegiance and a moment of silence.

The order of these agenda items may be changed. Consideration of items may include deliberation and/or action.

II. OPEN FORUM

Mrs. Raquel Martinez addressed the Open Forum on concerns with employee compensations and grievance.

III. SUPERINTENDENT'S REPORT

1. Public Hearing to Approve Compensation for Employees Assuming Extra Responsibilities

Employees who took the job responsibilities for 1.) Assistant Superintendent for Human Resource 2.) Chief Financial Officer 3.) W.A. Todd Middle School Principal and 4.) Grounds Crew Leader. One time compensation for work done employee will stay on their current pay grade and salary. Formula used was the pay grade of vacancy and their current salary the median of those two salaries and the number of days they worked.

Dr. Maria Filomena Leo stated for the record not one of the employees requested compensation for work done.

One time compensation for work done under Texas local Government Code Section 180.007. *Position for Chief Financial Officer was Sandy Martinez. Total amount of \$18,984.00 from the dates of January 23, 2017 to February 2, 2018. A total days of 226. *Position for Assistant Superintendent for Human Resource was Juanita Ybarra Rodriguez. Total amount of \$11,107.12 from the dates of October 2, 2017 to March 7, 2018. A total days of 96. *Position for W.A. Todd Middle School Principal was Alfonso Sayavedra. Total amount of \$10,135.40 from the dates of August 8, 2017 to February 27, 2018. A total days of 129. *Position for Acting Ground Crew Leader was Rolando Guerrero. Total amount of \$1,239.04 from the dates of April 25, 2017 to August 31, 2018. A total days of 352.

Trustee Avila made a motion to table the compensation for employees assuming extra responsibilities. It was second by Trustee Guerrero. Trustees Mery, Billman, Cenicerros, Reyna and Watts voted in favor. The motioned carried.

2. Approval of Law Firm to Provide Legal Services for Construction Defect Cases as per Request for Qualifications #120717-313

Trustee Avila made a motion to approve law firm to provide legal services for construction defect cases as per request for qualifications #120717-313 Ramon

Garcia, P.C. It was second by Trustee Guerrero. Trustees Mery, Billman, Cenicerros, Watts and Reyna voted in favor. The motioned carried.

3. Approval of Law Firm to Provide Delinquent Tax Collections Services as per RFQ #011217-314

Dr. Maria Filomena Leo recommended the board to approve law firm to provide delinquent tax collections services as per RFQ #011217-314 Linebarger, Goggan, Blair & Sampson LLP.

Trustee Guerrero made a motion to approve the recommendation of Dr. Maria Filomena Leo. It was second by Trustee Avila. Trustees Mery, Billman, Cenicerros, Guerrero, Watts and Reyna voted in favor. The motioned carried.

4. Authorize to Extend the Agreement with First Southwest Asset Management, Inc. to Provide Arbitrage Rebate Compliance Services for Donna Independent School District

Dr. Maria Filomena Leo recommended the board to table to extend the agreement with First Southwest Asset Management, Inc. to provide Arbitrage Rebate Compliance Services for Donna Independent School District.

Trustee Avila made a motion to approve the recommendation of Dr. Maria Filomena Leo. It was second by Trustee Watts. Trustees Mery, Billman, Cenicerros, Guerrero and Reyna voted in favor. The motioned carried.

Dr. Maria Filomena Leo stated to the community and audience that the Board is undergoing an adjustment to the way business is conducted at board Meetings. New format is being used to approve as many items under consent agenda as allowable with one vote. (More information will be provided to the community in the near future.)

IV. CONSENT AGENDA

A. BUSINESS AND FINANCE

- 1. Approve Accounts Payable**
- 2. Approve Budget Amendments for General Operating and Special Revenue for the Month of March, 2018**
- 3. Approve Investment Report: March, 2018**

4. **Approve Financial Statements: District's Financial and Child Nutrition Program for March, 2018**
5. **Approve Report on Monthly Tax Collections for the Month of February, 2018**
6. **Approve and Sign a Letter of Support for 21st CCLC, Cycle 10 Grant under Educational Research Institute**
7. **Approval to Submit Application of 21st CCLC, Cycle 10 Grant under Educational Research Institute**

B. ACADEMIC SERVICES

1. **Approval of Memorandum of Understanding (MOU) between Donna ISD and Texas State Technical College for Dual Enrollment Program for the 2018-2019 Academic School Year**
2. **Report Only: Contracted Service with Educational Research Institute (ERI) on Completion of Grant Application for 2018-2019 Texas Education for Homeless Children and Youth Grant through the Texas Education Agency**

C. DISTRICT OPERATIONS

1. **Approval of Minutes for Regular Board Meeting March 20, 2018 and Special Board Meeting March 6, 2018**
2. **Approval of GBS Heating & Air Conditioning to Provide Preventive Maintenance for Child Nutrition Department as per Request for Proposal #021317-038 HVAC & Refrigeration Equipment, Service and Repairs**
3. **Approval of Hillyard to Provide Toilet Tissue and Paper Towels to Include Initial Installation of all Dispensers at all Facilities (Turn-Key Project) at "No Charge" to the District as per Request for Proposals #091917-363**

D. HUMAN RESOURCES

1. **Authorize the Solicitation of Request for Proposals for Employee Paid Disability Insurance, RFP #041018-380**
2. **Authorize the Solicitation of Request for Proposals for Employer Sponsored Basic Life, AD&D and Employee**

3. **Paid Voluntary Supplemental Life Insurance, RFP #041018-382**
4. **Authorize the Solicitation of Request for Proposals for Third Party Administrator (TPA) for Self-Funded Health Insurance Program to Include Claims Administration Services, Utilization Review Services, Employee Assistance Program, PPO, Pharmacy Benefit Management (PBM) and Stop-Loss/Reinsurance, RFP #041018-378**
5. **Authorize the Solicitation of Request for Proposals for Employee Paid Group Dental Insurance, RFP #041018-384**
6. **Authorize the Solicitation of Request for Proposals for Student Accident/Athletic Insurance, RFP #041018-375**
7. **Authorize the Solicitation of Request for Proposals for Property and Casualty Insurance, Including but not Limited to, Cyber Risk, Property Liability, Auto Liability, General Liability and Educators Legal Liability, RFP #041018-377**
8. **Authorize the Solicitation of Request for Proposals for Workers' Compensation Third Party Administrator (TPA) and Workers' Compensation Reinsurance, RFP #041018-376**
9. **Authorize the Solicitation of Request for Proposals for Chronic Disease Management of Diabetes and Related Medical Supplies, RFP #041018-378**
10. **Authorize the Solicitation of Request for Proposals for Employee Paid Accident, Critical Illness, Cancer, Hospital Indemnity and Whole Life Insurance, RFP #041018-381**
11. **Authorize the Solicitation of Request for Proposals for Employee Paid Group Vision Insurance, RFP #041018-383**

Trustee Watts made a motion to approve the Consent Agenda

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C. DISTRICT OPERATIONS

- 2. Approval of GBS Heating & Air Conditioning to Provide Preventive Maintenance for Child Nutrition Department as per Request for Proposal #021317-038 HVAC & Refrigeration Equipment, Service and Repairs**

Ms. Diana Quintanilla recommended the board to approve GBS Heating & Air Conditioning to provide preventive maintenance for Child Nutrition Department as per request for proposal #021317-038 HVAC & refrigeration equipment, service and repairs.

Trustee Mery made a motion to approve the recommendation of Ms. Diana Quintanilla. It was second by Trustee Avila. Trustees Reyna, Cenicerros, Guerrero and Watts voted in favor. Trustee Billman voted against. The motioned carried.

3. **Approval of Hillyard to Provide Toilet Tissue and Paper Towels to Include Initial Installation of all Dispensers at all Facilities (Turn-Key Project) at “No Charge” to the District as per Request for Proposals #091917-363**

Mr. David Simmons recommended the board to approve Hillyard to provide toilet tissue and paper towels to include initial installation of all dispensers at all facilities (turn-key project) at “no charge” to the district as per request for proposals #091917-363.

Trustee Mery made a motion to approve the recommendation of Mr. David Simmons. It was second by Trustee Reyna. Trustee Cenicerros voted in favor. Trustees Billman, Avila, Watts and Guerrero voted against. The motioned failed.

D. HUMAN RESOURCES

1. **Authorize the Solicitation of Request for Proposals for Employee Paid Disability Insurance, RFP #041018-380**
2. **Authorize the Solicitation of Request for Proposals for Employer Sponsored Basic Life, AD&D and Employee Paid Voluntary Supplemental Life Insurance, RFP #041018-382**
3. **Authorize the Solicitation of Request for Proposals for Third Party Administrator (TPA) for Self-Funded Health Insurance Program to Include Claims Administration Services, Utilization Review Services, Employee Assistance Program, PPO, Pharmacy Benefit Management (PBM) and Stop-Loss/Reinsurance, RFP #041018-378**

Trustee Reyna made a motion to approve 1. Authorize the Solicitation of Request for Proposals for Employee Paid Disability Insurance, RFP #041018-380, 2. Authorize the Solicitation of Request for Proposals for Employer Sponsored Basic Life, AD&D and Employee Paid Voluntary Supplemental Life Insurance, RFP #041018-382 and 3. Authorize the Solicitation of Request for Proposals for Third Party Administrator (TPA) for Self-Funded Health Insurance Program to Include Claims Administration Services, Utilization Review Services, Employee Assistance Program, PPO, Pharmacy Benefit Management (PBM) and Stop-Loss/Reinsurance, RFP #041018-378. It was second by Trustee Mery. Trustees Billman, Cenicerros, Guerrero, Watts and Avila voted in favor. The motioned carried.

- V. The Board Convened into EXECUTIVE SESSION as Authorized by Texas Government Code Sections 551.071, 551.072, 551.073, 551.074, 551.075, 551.076, 551.082, 551.083 and 551.084. (7:20 p.m.)**
- A. Discussion of Superintendent's Recommendation of Personnel**
 - Discussion of Applicants for Chief Financial Officer
 - Recommendations of Contract Renewals for Central Office Administration and Non-Teaching Professionals

 - B. Discussion/Update of District Personnel**
 - Conduct Level III Hearing Matthew R. Rokovich
 - JG Consultant Discussion of Superintendent Search

 - C. Discussion and Private Consultation with Attorney Regarding Pending or Contemplated Litigation, Settlement Matters, and/or Matters Where the Professional Duty Under State Board Requires Private Consultation with the School Attorney**

The board reconvened back into open session at 9:18 p.m.

VI. OPEN SESSION - Take possible action on matters discussed in Executive Session.

- A. Discussion and Possible Action to Approve Superintendent's Recommendation of Personnel**
 - Approval of Recommendation for Chief Financial Officer

Dr. Maria Filomena Leo recommended the board to approve as Chief Financial Officer Mrs. Ludivina Cancino.

Trustee Avila made a motion to approve the recommendation of Dr. Maria Filomena Leo. It was second by Trustee Watts. Trustees Mery, Billman, Cenicerros, Guerrero and Reyna voted in favor. The motioned carried.

- Approval of Contract Renewals for Central Office Administration and Non-Teaching Professionals

Dr. Maria Filomena Leo recommended the board to approve for contract renewals those Central Office Administration and non-teaching professionals as presented and discussed in Executive Session.

Trustee Reyna made a motion to approve the recommendation of Dr. Maria Filomena Leo. It was second by Trustee Avila. Trustees Mery, Billman, Cenicerros, Guerrero and Watts voted in favor. The motioned carried.

B. Discussion and Possible Action to Approve District Personnel

- **Discussion and Possible Action on Matthew R. Rokovich, Level III Hearing**

Dr. Maria Filomena Leo recommended the board to postpone Matthew R. Rokovich, Level III Hearing.


Trustee Watts made a motion to approve the recommendation of Dr. Maria Filomena Leo. It was second by Trustee Guerrero. Trustees Mery, Billman, Cenicerros, Avila and Reyna voted in favor. The motioned carried.

C. Discussion and Possible Action to Approve Pending or Contemplated Litigation, Settlement Matters, and/or Matters Where the Professional Duty Under State Board Requires Private Consultation with the School Attorney

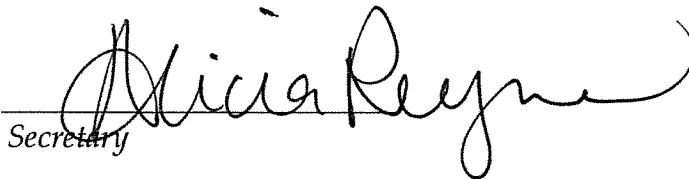
No action on this item.

VII. ADJOURN

Trustee Avila made a motion to adjourn the meeting. It was second by Trustee Watts. Trustees Mery, Billman, Cenicerros and Reyna voted in favor. The motion carried. The meeting adjourned at 9:21 p.m.



President
Board of Trustees
Donna ISD



Secretary

Date Approved: May 8, 2018