



SANTA MARIA INDEPENDENT SCHOOL DISTRICT

**NOTICE OF MEETING OF THE BOARD OF TRUSTEES
Building Committee of the Board of Trustees
Wednesday, April 20, 2016 6:00 p.m.
MINUTES**

Notice is hereby given that a scheduled Regular Meeting of the Board of Trustees of Santa Maria Independent School District was held on Wednesday, April 20, 2016 6:00 p.m. at the Santa Maria ISD Cafeteria, 11119 Military Hwy Santa Maria, Texas 78592.

The Santa Maria Independent School District offers reasonable accommodations for persons accessing its school facilities, as required by the Americans with Disabilities Act (ADA). If you require special accommodations, please contact Alma Gomez, Administrative Assistant to the Superintendent of Schools at (956) 565-6308 for assistance.

CALL TO ORDER

The Board President called Building Committee Board Meeting to order at 6:04 p.m.

ESTABLISH QUORUM

Present:

Belinda Lugo, President
Rambaldo "Ram" Rivera, Jr., Vice-President
Miguel Zavala, Secretary
Noe Aleman, Member
Consuelo De la Rosa, Member
Oralia "Lala" Ortiz, Member

Absent

Adolfo Hinojosa, Member

Present from the District:

Maria J. Chavez, Superintendent of Schools
Enrique Cuellar, Business Manager
Alyssa L. Romero, The Law Offices of Guerra & Farah, PLLC
Alma Gomez, Administrative Assistant to the Superintendent of Schools

1. Conduct Punch List walkthrough of 5th Grade Building

Ms. Belinda Lugo stated we will now make the walkthrough.

2. Review Punch list of 5th Grade Building with Architect.

Mr. Lazaro stated this morning my code enforcement manager made an attempt and start working up a preliminary punch list for the project. What we found was that because there was no power, we couldn't go through the necessary checklist to determine the mechanical systems of the project for



functional that includes AC, heaters, lighting, and other important project components. So without having that, there was no way to really produce a punch list for the project and of course the goal was to try to declare this project substantially complete but without all the necessary testing that needs to be done, there was no way that we can provide it at this time. Based on the walkthrough that we made, it's apparent that that is needed in order for us to go through that stage.

Mr. Armando Martinez stated that AEP just came by today and they put up the transformer. Last week we had sent an email on the ESID number, AEP is just waiting for the school to call the retail provider. Once the retail provider has made contact with the school, AEP will get a report so they can come and put the meter up. That's all were waiting on.

Ms. Chavez I'm looking at what is pending in terms of construction work that is not related to electrical needs in this case and that's the punch list.

Mr. Lazaro stated we can provide a partial punch list along that line and we already have a lot of those items listed as far as giving you a complete one, but we have no problem issuing a partial punch list for you. I'll work with my staff and get it to you maybe late tomorrow morning.

Ms. Chavez asked just so we can have a final assessment, how much work is pending besides the electrical.

Mr. Martinez stated it's just a few touch ups. The ceiling tiles can be put in in half a day but we want to make sure that everything is working correctly to do that.

Ms. Chavez stated were going to be looking at, based on the request that we have received at the administrative level. It has been communicated that we were going to be complete with all the related construction work by the 20th. We're coming back and reviewing the number of days so that we can start visiting and discussing that and we can come back and schedule a meeting tomorrow so that we can get to the specifics of that to be able to report to the Board on my Friday report.

Mr. Martinez stated we could have had power on Friday but without that ESID number, were at the mercy of AEP.

Ms. Chavez stated well if the power is the final thing that were waiting on and were completed with the building and its locked, were just waiting on the electrical part then that will be a good thing but were still looking at canopy's, ceilings, cabinet work, and painting that still needs to be completed. It's basically the inventory of the work pending that I'm asking so it can give me a better estimate as to how many more days you're looking at finishing that work and then just pending on the electrical.

Mr. Lazaro stated what we will do is prepare that preliminary punch list before its do for your review. Then we can go ahead and call a meeting with Enterprise so we can specifically address every one of those preliminary punches so we can get finished as scheduled.

Ms. Belinda Lugo, President stated for the record Consuelo De la Rosa arrived at 6:29 p.m.
The Board President asked for a motion to adjourn meeting.
Motion made by Noe Aleman, second by Oralia "Lala" Ortiz. Motion passed unanimously.
The Board President announced it is 6:33 p.m. the meeting is now adjourned.



Regular Meeting of the Board of Trustees followed the Building Committee Meeting.

The Board President called Regular Board Meeting to order at 6:34 p.m.

ESTABLISH QUORUM

Present:

Belinda Lugo, President
Rambaldo "Ram" Rivera, Jr., Vice-President
Miguel Zavala, Secretary
Noe Aleman, Member
Consuelo De la Rosa, Member
Oralia "Lala" Ortiz, Member

Absent

Adolfo Hinojosa, Member

Present from the District:

Maria J. Chavez, Superintendent of Schools
Enrique Cuellar, Business Manager
Alyssa L. Romero, The Law Offices of Guerra & Farah, PLLC
Alma Gomez, Administrative Assistant to the Superintendent of Schools

PLEDGE OF ALLEGIANCE

OPEN FORUM

President Belinda Lugo asked if anyone had signed up for Open Forum. Mrs. Alma Gomez, Administrative Assistant to the Superintendent stated no.

SUPERINTENDENT'S REPORT

Recommend approving the agenda for the Regular Board meeting of April 20, 2016 with no modifications and deletions.

Motion by Oralia "Lala" Ortiz, second by Consuelo De la Rosa. Motion passed unanimously.

1. Presentation update of TGE 5thGrade Building by Mr. Armando Martinez, Project Manager, for M-5 Texas Enterprise LLC and Mr. Daniel Gonzalez, Project Superintendent.

Mr. Lazaro stated this morning my code enforcement manager made an attempt and start working up a preliminary punch list for t e project. What we found was that because there was no power, we couldn't go through the necessary checklist to determine the mechanical systems of the project for functional that



includes AC, heaters, lighting, and other important project components. So without having that, there was no way to really produce a punch list for the project and of course the goal was to try to declare this project substantially complete but without all the necessary testing that needs to be done, there was no way that we can provide it at this time. Based on the walkthrough that we made, it's apparent that that is needed in order for us to go through that stage.

2. Architect Report of TGE 5th Grade Building by Mr. George Lazaro, Fulcrum Consulting Services.

Mr. Lazaro stated as we all saw, there is work that needs to be done for us to officially issue a notice of acceptance of that facility. The contractor indicates that he's just a short number of days after the power gets set. We're going to work provide a preliminary punch list to expedite the work. One of the items that are a special concern is whether there's going to be any liquidated damages for that contractor. My office has done research to indicate how many rain days we can justify. At this point it appears that there are a number of days over what the contract allots but I think that's something we can bring back to you all for review and consideration.

3. Student Recognition

4. Teacher of the year

ACTION AGENDA

Facilities

5. Discussion and possible action to approve Walkthrough Punch-List for New 5th Grade Building.

Ms. Chavez stated the administration recommends no action

6. Discussion and possible action to approve Substantial Completion Certificate for the New 5th Grade Building.

Ms. Chavez stated the administration recommends no action.

7. Discussion and possible action to approve payment request from M-5 Texas Enterprises, LLC for 5th Grade Building Meeting Completion Certification.

Ms. Chavez stated the administration recommends no action.

Curriculum and Instruction

8. Report and discuss the High-Quality Prekindergarten Grant Program Notification of Preliminary Funding Amount for Santa Maria ISD.

Ms. Chavez stated the administration reports to you the prekindergarten grant and notification from TEA of the preliminary allocation. As of this past week we received communication that we have qualified as a school district and the funding amounts for this current year \$19,051.20 and then funding amounts for



2016-2017 are \$19,805.52 for an overall funding amount of \$38,856.72. This is a new initiative and we will be working very closely and developing the details of that application and the possibility of hopefully additional funding.

Motion by Rrambaldo "Ram" Rivera, second by Oralía "Lala" Ortiz.

9. Discussion and possible action to approve the 2016-2017 Optional Year Program (OFYP) Application to modify the instructional calendar for up to 4200 minutes to provide flexible year program to meet the educational needs of students, including intensive instructional services.

Ms. Chavez stated the administration recommends your approval; the submission of this plan to this state and this will allow the principals who have worked very closely in the development in this application to be able to release any of the student's that have cleared assessments and they have met the success in grade requirements to be released by May 19 and to be able to retain those students in school that still need to pass assessment or are going to need further intervention to be on grade level curriculum. Part of this plan requires the automatic retention of those students that are not meeting the success criteria based on this. So as a School District and in conversation with the parents and just the overall community communications so that were clear about the understanding, that all the students that are not meeting that performance requirement are the ones that are going to be retained. There will be specific criteria that will be required including attendance. The monitoring that will be required to ensure that the students are working on grade level and the understanding that now the students are going to have to work through a successful intervention and pass the assessment in order to be promoted. As of now the District has been working the state process which is a committee that is required as part of the student success initiative for 5th and 8th grade. With this initiative the district is automatically looking at that year of instruction and then coming up to the assessment, any of the student who are not successful in the assessment, they would remain in school while the other students are dismissed or their instructional year closes. Those students, after the intervention, will come back and determine if they pass the assessment to be promoted.

Motion by Miguel Zavala, second by Oralía "Lala" Ortiz. Motion passed unanimously.

10. Discussion and possible action to approve the 2016-2017 Optional Flexible School Day Program (OFSD) Application to provide flexible hours and days of attendance for students in any grades to improve graduate rates, in danger of dropping out of school, and/or behind in core subject courses.

The administration recommends no action. This is the program I was referring to that we will come back and revisit in May so that were able to identify the students after the assessments.

11. Report and Discuss the On-Site Report of findings for the 2014-2015 Program Effectiveness Review conducted by TEA the week of March 9, 2015.

Ms. Chavez stated I received communication the week of April 13. It was a follow up from the report you have attached that the District had not received. We received the par review and that was a report that we also brought to you around May immediately following the on-site TEA visit. The report focused on the twenty-eight indicators. It included the review of facilities, the review of career technology programs, and the review of compliance in terms of ADA and also the accessibility of our facilities. We received that



report, we responded and then for the items on findings, that we submitted a corrective action plan with your approval. This portion of the review included the actual review of the programs. Based on the Interviews of personnel when they were here and in the area Special Education and based on the reviews that they conducted with the former Director of Special Education, Mrs. Guzman. I had been in communication with the agency and they are going to work with the district due to not having prior. The District was working with the former employee at TEA and we received communication in February that that individual was leaving the agency and in the transition of a new staff member. This is where we begin the dialog and the communication on where are we as a school district in terms of the action plan. As a School District we submitted PBMAS plan and that plan deals with the Federal Accountability.

12. Discussion and possible action on Corrective Action Plan on Findings for the 2014-2015 Program Effectiveness Review conducted by TEA the week of March 9, 2015.

Ms. Chavez stated the administration recommends your approval; this is the tab that addresses the corrective action plan within the PBMAS plan.

Motion by Miguel Zavala, second by Oralia "Lala" Ortiz. Motion passed unanimously.

13. Discussion and Possible action to approve 2015-2016 Every Kid in a Park Transportation Program Agreement between Santa Maria ISD and Palo Alto Battlefield National Historic Park.

Ms. Chavez stated the administration recommends your approval; the grant in agreement includes the transportation cost and they will be working with small rural School Districts. Our share of that transportation cost is \$225.00 dollars that we will be receiving strictly for 4th graders to participate in this program.

Motion by Miguel Zavala, second by Rambaldo "Ram" Rivera.

Technology

14. Discussion and possible action to approve E-Rate. Bid Summary for Round 19 Application and local Costs.

Ms. Chavez stated the administration recommends your approval; the highlighted areas are very consistent with last year. Looking at internet access continues with region one and you have the other two vendors noted that we didn't receive any quotes. You have district wide phone service AT&T you have total costs and I will discuss the districts share of the total cost. The districts implementation of the cell phone is a total of ten units. Long distance service also continuing with AT&T and Gigaman service price per line our t1 service AT&T and the internal connection for an overall internal connections upgrade of a total of \$159,876.60. If you look at the summary of E-Rate, you have the summary of the district cost. The remainder of those costs minus the \$4,209.03, which is the only related cost at the district level which is a one-time and the rest of the related are part of your E-Rate funding.

Motion by Rambaldo "Ram" Rivera, second by Oralia "Lala" Ortiz. Motion passed unanimously.



15. Discussion and possible action to approve for Six Freshman Students to attend the South Texas student Opportunity Summit in Austin Texas, Texas on Friday April 22, 2016 all day.

Ms. Chavez stated the district recommends your approval; the request came from the office of Senator Eddie Lucio creating youth summit focusing on one time opportunity and focusing on freshman students that need to be inspired and motivated to continue their four year plan and ultimately graduating from high school. We have worked with the leadership team at the high school to identify the students that are going to be attending this Friday and you have a list of the three females and three males from our freshman class. The administration has done their job in identifying the students that meet the criteria. We recommend your approval.

Motion by Noe Aleman, second by Miguel Zavala. Motion passed unanimously.

CONSENT AGENDA

Finance

16. Discussion and Possible action to approve the Institutional Membership for Texas Association of Community Schools (TACS) for 2016-2017.
17. Approval of check payments since last report for March 216.
18. Approval of the Tax Collection Report for March 01, 2016 to April 01, 2016.
19. Approval of monthly Investment Report for the period of September 1, 2015 to March 31, 2016.
20. Approval of Revenue and Expenditure Report ending March 31, 2016.

Governance

21. Approval of the minutes for the Special Board Meeting, March 28, 2016.
22. Approval of the minutes for the Special Board Meeting, April 6, 2016.
23. Approval of the minutes for the Special Board Meeting, April 12, 2016.
24. Approval of request from Cameron County Elections Administration to Designate Santa Maria ISD Administration Building, Board Room, 1119Military Hwy. 281, Santa Maria, Texas as Early Voting and Elections Day site for the Santa Maria ISD Bond Election, May 7, 2016 and Democratic and Republican Primary Runoff Elections on May 24, 2016.

The Board President asked for a motion to approve items # 16-24 on Consent Agenda.

Motion by Rambaldo "Ram" Rivera, second by Miguel Zavala. Motion passed unanimously.

The Board President requested motion to go into Executive Session. Motion by Noe Aleman, second by Miguel Zavala. Motion Passed unanimously.

The Board President announced it is 7:27 p.m. and the Board of Trustees are now going into executive session.



EXECUTIVE SESSION

Discussion under the authority of Section 551, Texas Government Code: If, during the course of the meeting covered by this Notice, the Board should determine that a closed session of the Board should be held or is required in relation to any item included in this Notice, then such closed session as authorized by Section 551.001 et. seq. of the Texas Government Code (the Open Government Act) will be held by the Board after the commencement in open session of the meeting covered by this Notice. Such closed session may concern any or all of the subjects and be conducted for any and all purposes permitted by Section 551.071 through and including Section 551.084 of the Texas Open Meetings Act, including, but not limited to, private consultation with the Board's attorney on any or all subjects or matters authorized by law.

- A. Section 551.071—Consultation with Attorney on Any Permitted Subject Including, But Not Limited to:
 - 1) Discussion with School Attorney on Item(s) Exempted under Attorney-Client Privilege
- B. Section 551.072—Deliberation Regarding Real Property
- C. Section 551.073—Deliberation Regarding Prospective Gift
- D. Section 551.074—Personnel Matters
 - 1) Resignations, retirements, terminations, proposed terminations, evaluations, reassignments, duties, and discipline of Professional, paraprofessionals, and Non-Contract Employees; Teacher Substitutes and Substitutes for maintenance, Transportation, and Cafeteria Department.
- E. Section 551.076 – Deliberations on Security Devices or Security Audits
- F. Section 551.082—School Children; School District Employees; Disciplinary Matters or Complaint
- G. Section 551.0821—Personally Identifiable Information about Public School Student

RECONVENE IN OPEN SESSION

The Board President asked for a motion to reconvene in open session.

Motion made by Oralía "Lala" Ortiz, seconded by Noe Aleman. The motion passed unanimously.

The Board President announced it is 8:03p.m. and the Board of Trustees is now in open session.

Board President stated; for the record Rambaldo "Ram" Rivera left at 7:28 p.m. so he was not in Executive Session.

- 1. Discussion and possible action on items discussed in Executive Session
 - a) Discussion and possible action on recommendations for contractual and non-contractual personnel

Ms. Chavez stated the administration recommends no action.

Motion made Noe Aleman, seconded by Oralía "Lala" Ortiz. The motion passed unanimously.




ADJOURNMENT


The Board President asked for a motion to adjourn meeting.

Motion made by Miguel Zavala, second by Oralía "Lala" Ortiz. The motion passed unanimously.

The Board President announced it is 8:03 p.m. the meeting is now adjourned.



Belinda Lugo
Board President



Miguel Zavala
Board Secretary

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This notice has been publicly posted at the administrative offices of the Santa Maria Independent School District, 11119 Military Rd., Cameron County, Santa Maria, Texas, at least seventy-two (72) hours in advance of the above mentioned meeting, as required by the following sections of the Texas Government Code: 551.071 through 551.084. During the regular school year, this notice is also posted in all schools in the District. The school district also posts its board meeting agendas on the District's internet web site (www.smisd.net)

Consent Agenda: All matters listed under the Consent Agenda are considered to be routine by the Board of Trustees and will be enacted by one motion. There will be no separate discussion of these items. If discussion is desired on a specific item(s), that item will be removed from the Consent Agenda and considered separately.

María J. Chavez, Superintendent of Schools

Board of Trustees

- Belinda Lugo, President***
Rambaldo "Ram" Rivera, Jr., Vice-President
Miguel Zavala, Secretary
Noe Aleman, Member
Consuelo De La Rosa, Member
Adolfo Hinojosa, Member
Oralía "Lala" Ortiz, Member

