



SANTA MARIA INDEPENDENT SCHOOL DISTRICT

Regular Meeting of the Board of Trustees

Monday, February 9, 2015

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 will be held on Monday, February 09, 2015 at 6:00 p.m. at the Santa Maria ISD Board Room, 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 Nancy E. Vallejo, Administrative Assistant to the Superintendent of Schools at (956) 565-6308 for assistance.

CALL TO ORDER

The Board President called meeting to order at 6:06 p.m. for the Regular Board Meeting.

ESTABLISH QUORUM

Present:

Belinda Lugo, President

Rambaldo "Ram" Rivera, Jr., Vice-President

Miguel Zavala, Secretary

Noe Aleman, Member

Oralia "Lala" Ortiz

Absent:

Consuelo De La Rosa, Member

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

Nancy E. Vallejo, Administrative Assistant to the Superintendent of Schools

PLEDGE OF ALLEGIANCE

OPEN FORUM

Mr. Luis Cisneros, SMHS Criminal Justice Teacher signed up for open forum to ask the Board of Trustees to consider his release of contract. He informs the Board that he has been employed by SMISD for fifteen years, and is resigning from his position. He informs the board that he has been offered another employment opportunity with another school district which is closer to his new home that he is moving to and the possibility of being a head coach. He adds that he has provided a two week notice and is resigning as of February 18, 2015. He is asking to be



released from his contract. He adds that he will assist in finding a suitable replacement and offers to assist the individual replacing him with his curriculum for a smoother transition.

SUPERINTENDENT'S REPORT

1. Presentation update of USDA High School Project Design Modification by Mr. George Lazaro and Mr. Joey Izaguirre, Fulcrum Consulting Services

Mr. George Lazaro begins his presentation by informing the board that Mr. Joey Izaguirre was not able to make it due to a previous commitment, therefore he will be presenting the project today. Passes out supplemental information on the item that was approved last month regarding relocating the school project to the area west of the high school and discusses different rendering that would benefit the district by enhancing the design to where it would be more efficient. Explains the previous design allowed the implementation of a lot of glass in the front since it was facing north to bring out the school, since it was facing one of the main doorways. Once the decision was made to relocate the school because of availability of property then other design consideration came into play. The main design consideration was that now the front of the school would be facing the west, which translates to high heat, sunlight and factors that we need to make provisions for to ensure that it does not impact the final electrical cost of the facility. One of the things that we did was removed a lot of the glass glazing and re did the entry to include minimal windows, a little more masonry and of course metal paneling. We also lower the section of the high school just a little bit, which will provide us a "R factor" to ensure that we keep the facility cooler and of course during the winter months warmer at a more efficient cost to the district. The pictures that I have provided you include a breakdown and another high light that gives you a better look on what we recommend the facility to be. At this time this is what we conceptualize as something that can be implemented in your design to transition your high school along with some of your other facilities in line with the elementary school along with the future fifth grade building that we are planning. We want to start a generalized concept that the board can approve, so that we can move forward with the official request to USDA Rural Development to allow us to move forward. A lot of thought and hours have been placed into this consideration. We are proud of the rendering that has been done and Fulcrum is basing their request to change the location based on this at this time, unless you need more time to discuss this. We would like to request you take the necessary action to move forward.

Mr. Aleman asks how far back this project would be from the street. Mr. Lazaro informs that there are guidelines that control that. He adds that they are setting it back about seventy to one hundred feet back from the street; we will have plenty of room. This will be the main entrance to the facility.

Mr. Aleman mentions that he would like the lanes to be one way for traffic to access the school (one way in and one way out), however Mr. Lazaro informs that there will be two points to access it. We are looking at developing another street (Cougar Lane) the street that goes in between the existing middle school and elementary school. This will give you two thorough fairs to be able to do that. We need this in order to maintain fire code protection. This is why we have to improve not just the entrance, but actually the one going between the middle school and the existing elementary school. We are planning a forty five foot access going through that area. This is the concept at this time that we are asking for your approval, so that we can start introducing it to USDA.

Ms. Lugo asks if the timeline will remain the same. Mr. Lazaro informs that pretty much the timeline stays the same. He mentions they are looking at initiating the process by September and getting it ready for the following school year. That is our target. The next stage, is we need to formalize the blessing from USDA letting us relocate this facility, but we need action from the board in order to do this.

2. Presentation of Plans for TGE 5th Grade Wing by Mr. George Lazaro and Mr. Joey Izaguirre, Fulcrum Consulting Services

Mr. George Lazaro informs set of plans are complete and we are ready to issue a notice requesting bids at the direction of the board. I have set a tentative timeline if everything gets approved tonight. We figure it's going to take anywhere from six to seven months to complete this construction. Have set a tentative timeline we figure it's going to take anywhere from six to seven months to complete this project. If we get authorization tonight to move forward with the necessary announcements to bid out the project and if we were to do it tonight we are anticipating receiving bids for the project around March 20th. A month later on April 20th that would give us a month to gather the necessary construction documents have them reviewed by the legal team and formally award the project to the lowest responsible bidder and issue a notice to proceed around the 20th of April. By mid-November we would anticipate completion of the 5th Grade Wing. That would give us time to be able to get it ready, so that right after the Christmas break your students would be able to occupy it. We are ready to put a bid notice out and start issuing plans for review and analysis by the different contractors in anticipating of receiving bids.

3. Student/Attendance Enrollment

The Superintendent discusses overall enrollment of 731, overall attendance increasing 96.6% with Tony Gonzalez Elementary with 368 at 96.6%, Middle School with 165 at 98.3%, and the High School with 198 at 95.3%.

ACTION AGENDA

Curriculum and Instruction

4. Discussion and possible action to approve Memorandum of Understanding (MOU) is entered into between Santa Maria Independent School District and BCFS Health and Human Services (BCFS HHS) to indicate a commitment and dedication to the implementation of the goals and objectives of Project HOPES

Administration recommends approval, so that we may coordinate services and implementation.

Motion made by Miguel Zavala, seconded by Rambaldo "Ram" Rivera, Jr. The motion passed unanimously.

5. Discussion and possible action to approve District Improvement Plan as presented at Board Orientation on January 17, 2015.

Motion made by Rambaldo "Ram" Rivera, Jr., seconded by Oralia "Lala" Ortiz. The motion passed unanimously.

6. Discussion and possible action to approve Tony Gonzalez Elementary Campus Improvement as presented at Board Orientation on January 17, 2015.

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

7. Discussion and possible action to approve Santa Maria Middle School Campus Improvement as presented at Board Orientation on January 17, 2015.

Administration recommends your approval. Superintendent recognizes the staff and site based committee for their enormous amount of work that goes into the process.

Motion made by Miguel Zavala, seconded by Oralia "Lala" Ortiz. The motion passed unanimously.

8. Discussion and possible action to approve Santa Maria High School Campus Improvement as presented at Board Orientation on January 17, 2015.

Motion made by Noe Aleman, seconded by Rambaldo "Ram" Rivera, Jr. The motion passed unanimously.

Finance

9. Discussion and possible action to approve for the Administration to solicit Request for Qualifications for Project Manager for TGE 5th Grade Wing

Administration recommends your approval and if approved this evening we will move at implementing it tomorrow and continue with advertisement with the possibility of a special board meeting later this month to revisit if ready.

Motion made by Rambaldo "Ram" Rivera, Jr., seconded by Noe Aleman. The motion passed unanimously.

10. Discussion and possible action to approve HS Project Manager

The Administration would like to report that we extended the advertisement. We advertised initially hoping to be ready with the recommendation at last board meeting, but we were not ready. No applicants or individuals submitted. We went ahead and extended the advertisement another two weeks and both times we advertised in the La Feria Newspaper and our district website.

At this time Administration discusses Armando Prado, Prado Inspection and Management Services the only submission received, the purchasing office did the review of submission of documents. This individual has overseen the following projects:

La Feria High School Reroofing Project of 1.2, the other one was Donna ISD HVAC Replacement Project for 1.6, another project was City of Port Isabel Convention and Emergency Operations Center for 5.0 million dollar project, and City of San Perlita Community Center for 200,000.00 and also City of Penitas Walmart Super Center as well.

Mr. Rambaldo "Ram" Rivera, Jr. asks Mr. George Lazaro if he knows Mr. Prado.



Mr. George Lazaro informs that Mr. Prado is very well known throughout Cameron and Hidalgo County. He is actually a certified code enforcement officer and works for different entities throughout the county as you can see. He probably has about twenty five years of strong working experience.

The Board President asks for a motion to approve Armando Prado, Prado Inspection and Management Services.

Motion made by Miguel Zavala, seconded by Rambaldo "Ram" Rivera, Jr. The motion passed unanimously.

11. Discussion and possible action to approve the School Facilities Standards for Construction 5th Grade Building, Sections 1-13, which outline the Educational Program and Educational Specifications and Design Criteria for the development of a new 5th Grade wing of Tony Gonzalez Elementary School.

Administration recommends your approval. Superintendent discusses the educational program planning is a very detailed document in terms of what types of programs and facilities we would need to be able to carry out the programs that we are proposing to be housed in that 5th Grade Wing.

Motion made by Miguel Zavala, seconded by Oralia Ortiz. The motion passed unanimously.

12. Discussion and possible action to approve payment for design services for the month of January 2015 for Fulcrum Consulting Services

Motion made by Rambaldo "Ram" Rivera, Jr., seconded by Miguel Zavala. The motion passed unanimously.

13. Discussion and possible action to approve for Administration to request for proposals for a depository contract for the 2015-2017 biennium.

Administration recommends your approval to direct the Business Office to go out for proposals. The District has exhausted all of its options for extensions.

Motion made by Rambaldo "Ram" Rivera, Jr., seconded by Miguel Zavala. The motion passed unanimously.

14. Discussion and possible action to approve Revisions of Business Office Procedure Manuals for 2014-2015 school year.
 - a.) Budget and Finance Manual
 - b.) Student Activity Manual
 - c.) Payroll Manual
 - d.) Federal Grant Manual

Administration recommends your approval of all the Business operation manuals as presented. These are documents that were developed in 2013 and we are presenting minor revisions for your approval.

Motion made by Noe Aleman, seconded by Miguel Zavala. The motion passed unanimously.

CONSENT AGENDA



Finance

15. Approval of Check Payments since last report for January 2015
16. Approval of the Tax Collection Report for January 2015
17. Approval of Monthly Investment Report for the period of September 1, 2014 to January 31, 2015
18. Approval of Revenue and Expenditure Report ending January 31, 2015.

Governance

19. Approval of the Minutes for the Special Board Meeting - January 29, 2015
20. Approval of Policy Revisions:
 - a.) Approval of revisions to Title IX and 504 Contact Person for FB (LOCAL) Policy
 - b.) Approval of revisions to Title IX and 504 Contact Person for FFH (LOCAL) Policy
 - c.) Approval of revisions to Liaison for homeless students for FFC (LOCAL) Policy

The Board President addressed Consent Agenda items 15-20c.

Mr. Zavala inquires on checks for individuals whose name appears twice with different amounts.

Superintendent informs that paraprofessionals are paid bi-weekly and administrators, counselors, principals, and counselors are paid monthly.

Ms. Ortiz inquires on payment to the Military Water Supply and CPL and asks if that is on a monthly basis.

Mr. Aleman inquires if we can shop around for electric provider, as per his notice of electric check payment to CPL.

Mr. Cuellar, Business Manager informs that we go through TASB Cooperative and they notify us of low rates, so that we may lock in low rates. TASB has not provided any current updates.

Mr. Zavala inquires on fuel and where we get the fuel from and if we still get it from Bluetown.

Superintendent informs the President to refer to agenda.

Superintendent informs they are currently discussing consent agenda and if there is a check Mr. Zavala is referring to and if he can point it out.

Mr. Zavala comments there is no check and that he was just asking. He adds that the items they are referring to is not what he was referring to. He mentions if we can just get pumps for the District.

Ms. Romero informs him if he would like to discuss this item they can place it on the next agenda.

Board President asks for a motion to approve consent agenda.

Motion made by Rambaldo "Ram" Rivera, Jr., seconded by Noe Aleman. The motion passed unanimously.

Board President announced it is 6:52 p.m. and asked for a motion to go into Executive Session.

Motion made by Oralia "Lala" Ortiz, seconded by Rambaldo "Ram" Rivera, Jr. The motion passed unanimously.

Board President announced it is 6:52 p.m. we will now go into executive session.

Superintendent calls Mr. Aleman back into the board room and informed motion not made prior to him walking out.

The Board President announces again Motion made by Oralia "Lala" Ortiz, seconded by Rambaldo "Ram" Rivera, Jr. The motion passed unanimously.

Board President announced it is 6:52 p.m. we will now go 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
 - 2) Update on Threatened or Pending Litigation, *Edwin Barerra d/b/a PHD Vision v. Santa Maria Independent School District*; Cause No. 2013-CCL-98, In the County Court at Law No. 1, Cameron County, Texas
- B. Section 551.072—Deliberation Regarding Real Property
- C. Section 551.073—Deliberation Regarding Prospective Gift
- D. Section 551.074—Personnel Matters
 - 1) Superintendent's Evaluation
 - 2) Superintendent's Contract
 - 3) Resignations, retirements, terminations, proposed terminations, appointments, evaluations, reassignments, duties, and discipline of Professional, Paraprofessional 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 announced it is 8:03 p.m. and asked for a motion to return to open session.

Motion made by Miguel Zavala., seconded by Oralia “Lala” Ortiz. The motion passed unanimously.

The Board President announced it is 7:54 p.m. and the Board of Trustees is now in session.

1. Discussion and possible action on items discussed in Executive Session
 - a) Superintendent’s Evaluation
 - b) Superintendent’s Contract
 - c) Discussion and possible action on recommendations for employment of contractual and non-contractual personnel

Administration recommends the TGE teacher, Ms. Hernandez as discussed and the administration would like to thank Mr. Cisneros for his service to the school district with the understanding that the District will work with him to find a suitable replacement, to be able to release him as per the projected timeline provided.

Motion made by Miguel Zavala., seconded by Oralia “Lala” Ortiz. The motion passed unanimously.

The Board Presidents announces going back to item 1a, Superintendent’s Evaluation. No action at this time, evaluation documents secured from Board Members.

The Board President moves on to item 1b, Superintendent’s Contract.

Mr. Rambaldo “Ram” Rivera makes a motion to approve Superintendent’s Contract as discussed in executive session and have Guerra & Farah to draft contract as discussed in executive session, seconded by Miguel Zavala.

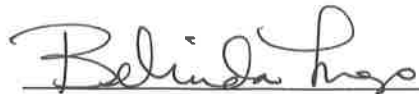
The motion passed unanimously.

ADJOURNMENT

The Board President asked for a motion to adjourn the meeting.

Motion made Miguel Zavala, seconded by Noe Aleman. The motion passed unanimously.

The Board President announced it is 8:05 p.m. the meeting is now adjourned.


Belinda Lugo
Board President


Miguel Zavala
Secretary

Marla 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
Oralla "Lala" Ortiz, Member

