



SANTA MARIA INDEPENDENT SCHOOL DISTRICT

Regular Meeting of the Board of Trustees
Wednesday, April 12, 2023
6:00 PM

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 12, 2023 at 6:00 p.m. This meeting was held at the Santa Maria ISD Board Room, 11119 Military Road, Santa Maria, TX 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 Ida P. Torres, Administrative Assistant to the Superintendent/District Receptionist, at (956) 565-6308 for assistance.

CALL TO ORDER

Mr. Hinojosa called the Regular Meeting of Trustee to order at 6:05pm.

ESTABLISH QUORUM

Present

Michele Garcia
Casey Espinoza
Javier Jimenez, Jr.
Adolfo Hinojosa

Absent

Miguel Zavala
Andrew De la Rosa
Marco Aleman

PLEDGE OF ALLEGIANCE OPEN FORUM

At regular meeting the Board shall allot no more than 30 minutes to hear persons who desire to make comments to the Board. However, no one presentation shall exceed three minutes. Persons who wish to participate in this portion of the meeting shall sign up with the presiding officer or designee before the meeting begins and shall indicate the topic about which they wish to speak. The topics for discussion are limited to the topics listed on the posted agenda. Specific factual information or recitation of existing policy may be furnished in response to inquiries, but the Board shall not deliberate or decide regarding any subject that is not included on the agenda posted with notice of the meeting. The presiding officer or designed shall determine whether a person addressing the Board has attempted to solve a matter administratively through resolution channels established by policy.

No one signed up for open forum.

PRESENTATION

1. Student Recognition: Jr. FFA and FFA

Mr. Juan Cavazos recognized Jr. FFA students and FFA students and their accomplishments.



ACTION AGENDA

1. Construction

1. Presentation, discussion and possible action to proposal for design architectural plans with mechanical, electrical and plumbing for the stadium concession stand and ticket booth presented by Brighton Group.

Mr. Joseph Palacios stated its just a formality to share with the district, the proposal received by ERL. They'll be acting as our subconsultant for Design Services for the requirements for Cameron County to finalize and signed seal documents specifications manual for what would be the bidding for the concession stand the storage as well as the ticket booth. So they've already started it's a 30-day window for them to get plans out to construction documents start working they've been meeting with the county on the code requirements for the facility. They think they can be within 30 their contract with us is 45 days there's no cost incurred on our part this is a straight pass through where what their being compensated for their architectural services include mechanical electrical Plumbing structural. It's direct to them so this is just for them to finish they will assist in the bidding as well as a submittals that would come up when contractors bid. All the way down to some limited construction. Again it's a formality to get the final construction documents issued so we can go out to bid. And then we forwarded the documents over to the district earlier today it's just a formality to go ahead and get them executed and moving forward. I know the board had given the authority in the last meeting for the superintendent, we thought to be fit to come here and present the offer, the Proposal that was given to us. What it is going to cost. We have no we have no fee in that.

Mr. Cuellar asked by when do you think we might be able to award.

Mr. Palacios stated so they're giving me 30 days but what they're going to do is already pre they're going to have a review with Cameron County on their 90% plans that's going to fast track permitting when the contractors bid. We want a bid no later than they're giving me the beginning of somewhere around mid May. It's a 60 day window of construction so we may be done, well they should be done and out of there by August.

Mr. Zavala asked when do we go out for bids.

Mr. Palacios stated as soon as they get the construction documents wrapped up that should be about 3 to 4 weeks. I'm going to have them come present to the board in the next meeting. That should have all your elevations it's going to have the full plan set for Electrical Plumbing and all. We do want to have one review session before it goes out to bid just to make sure the mechanical, electrical, plumbing engineer put everything where it was supposed to be. They will have elevation so you'll be able to see it while we were able to put together preliminary side elevations that's just really to kind of finalize what you want in a you know in the area. They will fully have it done. We'll have one review before we go out for bid early May. So we can release it to a contractor. What they'll do too, they've been working with several different contractors in the area similar projects will hopefully start prompting a lot of interest in. I know it's a small project but the more bidders we have the more competition there is, a better price we'll get.

Mr. Jimenez asked if we're putting it all in the paper already.

It's going to go to the agency, it's going to be advertised twice. We're going to do our part too and start sending notices to a medium to average size even the larger size firms to get a good crop of. That is one of the things and the last round that was a little bit you know make one two bids we're hoping to get multiple bids out there. Again anything that has long lane items so there's nothing that they foresee as an issue to be done by August. They're a great group they've done projects all throughout the valley at all through San Antonio. I thought they gave us a very good competitive rate. Very considerable based on what the current rates are so I know their lead architect is going to be Yesenia out of their office. Their structural engineers is going to be Chanin Structural Engineering. MEP is going to be Trinity out of Weslaco. Trinity has looked at it before when we were in the bathroom so they're very familiar with the project. We've done one



walkthrough we got another walk through scheduled before the week's out.

Other than that they're going to be blowing going and trying to finish up the plans. Hopefully within the next couple of weeks. Present to the board one last look before they finally sign and seal and put it out.

Mr. Hinojosa asked when that would be.

Mr. Palacios stated all by May. We gave them a real tight window we got to be out of there I told him we got to be out of there by August so whatever it's going to take. They're taking the lead on meeting with Cameron County already they have no concerns on building codes. Fire sprinkler systems necessary all of that stuff. They've already done a lot the last two weeks. So I don't see foreseeing them any delays on signing and sealing the documents.

Mr. Hinojosa asked when were talking August do you mean early August, late August.

Mr. Palacios stated he is hoping mid August, before the school season starts.

Mr. Hinojosa stated we will be having kids out there late July early August for two a days practicing. I just want to make sure we get that straighten out.

Mr. Palacios stated they will do a preliminary fencing. We'll make sure that there is still the use of the bathrooms. Hopefully we stay within the windows make sure they're at least the big part of construction from the structural canopies and the sidewalks and all that's done sequence the right way so there's a lot less moving pieces and then when you have kids in that area again we'll be there with them again this is the kind of group that just comes in and they call it.

Mr. Hinojosa asked if the roofing system is going to be aluminum.

Mr. Palacios stated yes it is.

Mr. Jimenez stated so we going to go ahead and approve plans, or approve everything by next month so that would be May. And then go out for bids.

Mr. Palacios stated we're going to project to advertise when you approve the plans it's a two week advertisement period. Early May we're going to start throwing it out there to the AGC saying hey we're at 90% documents for those that are interested in review it.

Mr. Jimenez asked do you release the plans for free or do you charge.

Mr. Palacios stated typically we offer the prints online. Traditionally most we've released the plans online. Which worked out very much easier but the strategy that they have is they want to at least get throughout the 90% at least for it's going to be they're going to be review construction documents or not finalized and sealed but any adjustments we can handle it in the you know on finalizing the documents and then provide any addendums to any changes that they have.

Mr. Hinojosa stated if we approve in May and then by late May we should have something.

Mr. Palacios stated we want to advertisement within the next 14 to 21 days at most.

Mr. Hinojosa stated okay so the first week in June.

Mr. Palacios stated 60 days longer we had.

Mr. Jimenez stated, asked do we need to make a special meeting in order for us to approve?

Mr. Cuellar stated the next meeting has a quick turnaround it will be on May the 8th.

Mr. Palacios stated we can shoot for maybe 8th at least to review the 90% documents and that'll allow at least any little comments from the board or any adjustments I don't see a lot of them but at least you get a chance to see at least the building as it's designed and offer your comments so that they can adjust.

That'll be a great idea as we're going out we can at least provide them an addendum to make any changes.

Mr. Hinojosa asked if we can have that meeting by when do you expect it to be finalizes.

Mr. Palacios stated for 90% of final documents we can bit it at 90% or we don't recommend that we'd like to take in your comments on that meeting we can go out to bid and add the addendums to what those changes may be so they can account for the cost of it and release it after that. So we're talking about 14 days of it's two week advertisement period.

Mr. Hinojosa stated so then what May 29th we can have a meeting and approve? Everything ready to go?



Mr. Jimenez asked will the contractor be bringing their bids over here with us?

Mr. Palacios stated they will bring the bids to the district, the district will received 100% of the bids.

Mr. Jimenez asked can we have that meeting?

Mr. Hinojosa stated before they had like a ranking system where they would come in and it would be about two days that we would come in.

Mr. Palacios stated what we did was a pre bid and that's just for any questions that you had. They hosted it here at the district. Then we gave them a bid deadline where they submitted signed and sealed to the district. There's an official opening to the record. They can do it any way you want to just give me the date and time and we can come.

Mr. Jimenez stated we can make a special board meeting and they can bring the bids over here.

Mr. Hinojosa asked if we can do a blind ranking.

Mr. Palacios stated he would rather they present to you all. The biggest point for us is anybody bidding they got to stick to a sixty day period.

The contractors so come in and do a presentation on their history. So as they turn it in whether or not they've ever had a charge either issues with lawsuits passport performance that kind of stuff and then time so your three things is for past performance price and time and you'll be able to hear that from them.

Mr. Jimenez stated and then they'll turn in their bid right there and then.

Mr. Palacios stated they already have it turned in but you will at least be able to that will base the AA contract once you approve the firm then we have an official contract that we issue to them.

Mr. Jimenez stated that he would like to have them bring it here open it here so we can see it.

Mr. Palacios stated yes of course yeah that's it it's always that way it's never handled any different than that the only difference would be whether they issue it to the business office and they open them there or whether or not. I mean how are you and I think you should do an interview with the with the local contractor that all the contractors are bidding for it again best most responsible bidder.

Mr. Hinojosa stated we took about two days because there was a lot of questions. Just be prepared to make time, like don't come in here thinking like oh it's going to be an hour.

Mr. Palacios stated typically takes a while. This would have to be at the end of May.

Mr. Hinojosa stated May possibly May 29th because we have graduations when.

Mr. Cuellar stated on June second.

Mr. Hinojosa stated that might not be the best time to do it. Graduation week is always busy. I don't want to have a meeting and be like oh we got to rush over here and go do that. So maybe either the 22nd or June 5th would work better for us. You know what I mean because you know, if you have somebody like going to eighth grade promotions.

Mr. Cuellar stated yeah you're right.

Mr. Hinojosa state if your going to be busy

Mr. Cuellar stated there will also be awards assemblies.

Mr. Hinojosa stated right now the 22nd.

Mr. Palacios stated the 22nd will work that's outside of the 30-day windows I thought that they have left will have at least 90% done so that that works too, so we don't lose any more time.

Mr. Hinojosa stated let's shoot for the 22nd we'll have the interviews that day and then you'll have the ranking or so you have the the bids opened here. Do you want to do it like in a open session or how do you want to do that?

Mr. Palacios agreed.

Mr. Hinojosa stated In that meeting we'll have the language set up to where and I guess our attorney can make sure that we can make a decision night. Asked if everyone was okay with that.

Mr. Cuellar asked if they are going to award it that night.

Mr. Palacios stated we can ask them to submit in that matter as well a lot of things we can do so it can kind



of fast-track if we can issue those to proceed.

Mr. Hinojosa stated. "I'm just asking just trying to make sure we're all covered". So then the 22nd we'll have that and then we'll have I guess you negotiate the contract.

Mr. Palacios stated but the terms on the contract to make sure we have liquidated damages in there. On the bid we will make sure we have liquidated damages on there, and that's if there's a date later we charge it every day after that that just keeps some prompted to meet that construction site move and then.

Mr. Hinojosa stated so that will award that day 22nd then we're looking at a 60-day completion hopefully by July Late July or.

Mr. Palacios stated July or give yourself a little bit but between July and the beginning of August. Again it's not complicated construction we just really this is the last part make sure that the plans are very detailed that there's no room for anything it'll be a low bid there will be a guaranteed bid we'll make sure there's not a lot of potential chances for change orders or that wasn't in the plans and this is where we kind of nail everything down.

Mr. Hinojosa stated hopefully we won't have issues like we did with the flashing and the different colors.

Mr. Palacios said no we are going to nail that on the specifications early on we're pretty much on the finish so at least you'll have the decision I found will have Yesenia and Joey.

Mr. Hinojosa stated he would like to tie it into the colors we have for right now for the high school.

Mr. Palacios stated one of the things that we did and it's going to be an alternate is all the brick veneer they have a lot of great ideas they did a really good job for the historical building that they are doing right now in Edinburg. I'll send images but they came in with three or four different layers of different finish out on the Stone Face I know you wanted to talk about maybe tying something at least we can listen to those alternates have three or four different variations and when those prices come in it'll be in a menu of options for your board to decide what they'd like to see. But this is probably the best group that comes up with those innovative ideas that would really give you a good option. What we did is just lay out what these guys do this is what they do for a living they'll get it right okay."

Mr. Hinojosa stated Mr. Cuellar was going to donate a cougar statue.

Mr. Palacios stated all we needed for today was the approval of the amendment, number one and again it's strictly just for their service we have no we don't have a dollar in it and the proposals attached with the amendment so it's exactly what they're in.

Mr. Hinojosa stated just in case if we need to we can always call a meeting.

Mr. Palacios stated he would like for you all to see what they're putting together wrapping up where they're you know exactly what this is going to look like, the layouts and all.

Mr. Hinojosa asked you guys already met our Business Manager right? I would like for you to get together just to discuss the bond make sure you guys know exactly what's left and all that. So we have a clear idea of what the funds you know looking like. Anybody have any questions guys?

Mr. Jimenez said just one, did we include Lighting on the outside?

Mr. Palacios said yes there is lighting. I'll make sure you see the lighting plans.

Mr. Hinojosa asked what the motion would be.

Mr. Palacios stated no action just to approve the amendment.

Motion to approve by Casey Espinoza, second by Javier Jimenez, Jr. Motion passed unanimously.

2. Curriculum & Instruction

1) Discussion and possible action to approve the Allotment and TEKS Certification for 2023-2024 school year

Motion to approve by Michele Garcia, second by Javier Jimenez, Jr. Motion passed unanimously.



- 2) Discussion and possible action to approve Instructional Calendar for 2023-2024 school year

Motion to approve by Michele Garcia, second by Javier Jimenez, Jr. Motion passed unanimously.

4. Travel

- 1) Discussion and possible action to approve out of valley trip for SMHS UIL Academic Meet from to Corpus Christi on April 21-22, 2023.

Motion to approve by Michele Garcia, second by Javier Jimenez, Jr. Motion passed unanimously.

CONSENT AGENDA

Motion to approve Consent Agenda by Casey Espinoza , second by Michele Garcia. Motion passed unanimously

1) Finance

- a. Approval of Check Payments since last report unaudited for March 2023.
- b. Approval of Monthly Investment Report for the period of March 2023.
- c. Approval of Revenue and Expenditure Report unaudited ending March 28, 2023.
- d. Approval of the Tax Collection Report for March 2023.

2) Minutes

- 1.) Approval of the Minutes for the Regular Board Meeting for February 21, 2023
- 2.) Approval of the Minutes for the Regular Board Meeting for March 22, 2023

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.

1. A. Section 551.071—Consultation with Attorney on Any Permitted Subject Including, But Not Limited
 - 1) Discussion with School Attorney on Item(s) Exempted under Attorney-Client Privilege
2. B. Section 551.072—Deliberation Regarding Real Property



3. C. Section 551.073—Deliberation Regarding Prospective Gift
4. D. Section 551.074—Personnel Matters, pursuant to Section 551.074 of the Texas Government Code and Attorney consultation pursuant to Section 551.071 of the Texas Government Code
 - 1) 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
 - 2) Discuss all items as appropriate on Superintendent’s personnel recommendations
5. E. Section 551.076 – Deliberations on Security Devices or Security Audits
6. F. Section 551.082—School Children; School District Employees; Disciplinary Matters or Complaint
7. G. Section 551.0821—Personally Identifiable Information about Public School Student

ADJOURNMENT

Motion to adjourn meeting by Casey Espinoza, second by Javier Jimenez, Jr. Motion passed unanimously at 6:35 p.m.

This notice was posted in compliance with the Texas Open Meetings Act on Thursday, April 6, 2023 at 1:30 p.m.



Adolfo Hinojosa
Board President



Casey Espinoza
Board Secretary

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.

- Board of Trustees**
Adolfo Hinojosa, President
Javier E. Jimenez, Jr., Vice-President
Casey Espinoza, Secretary
Marco Aleman, Member
Andrew “Andy” De La Rosa, Member
Michele Garcia, Member
Miguel Zavala, Member

