



OFFICE OF THE SUPERINTENDENT

# SOUTH SAN ANTONIO INDEPENDENT SCHOOL DISTRICT

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## Minutes of Regular Meeting

### The Board of Trustees South San Antonio ISD

A Regular Meeting of the Board of Trustees of South San Antonio ISD was held Wednesday, December 20, 2017, beginning at 6:15 PM in the ADMINISTRATION BUILDING.

#### CALL TO ORDER AND ROLL CALL

Section start time: 6:21 PM.

| Trustee                | Present | Absent | Late Arrival/Departed Early |
|------------------------|---------|--------|-----------------------------|
| Mrs. Angelina Osteguín | X       |        |                             |
| Mr. Louis Ybarra Jr.   | X       |        |                             |
| Mrs. Leticia Guerra    | X       |        |                             |
| Mrs. Connie Prado      | X       |        |                             |
| Mrs. Elda Flores       | X       |        |                             |

- PLEDGE OF ALLEGIANCE led by Kingsley Onyema, student.
- TEXAS PLEDGE led by Kingsley Onyema, student.
- PRAYER led by Jocelyn Durand, Communications Officer.
- CALL TO ACTION led by Jocelyn Durand, Communications Officer.

Section end time: 6:22 PM.

#### RECOGNITIONS

Section start time: 6:22 PM.

##### 1. Holiday Card Contest Winner

Item start time: 6:22 PM.

Jocelyn Durand, Communications Officer, was called to recognize student, Kingsley Onyema, for his achievement.

Item end time: 6:24 PM.

2. SuperStar Employee of the Month

Item start time: 6:24 PM.

Jocelyn Durand, Communication Officer, was called to recognize Nichole Martinez, Nurse, for receiving December's Superstar Employee of the Month.

Item end time: 6:25 PM.

3. Bilingual/ESL Department Spanish Spelling Bee Contest Winners

Item start time: 6:25 PM.

Arla Maldonado-Chapa, Director of Bilingual, ESL & Migrant, was called to recognize students for their achievements.

Item end time: 6:28 PM.

4. Bilingual/ESL Department Hispanic Heritage Month Contest Winners

Item start time: 6:28 PM.

Arla Maldonado-Chapa, Director of Bilingual, ESL & Migrant, was called to recognize students for their achievements.

Item end time: 6:33 PM.

Section end time: 6:33 PM.

**SUPERINTENDENT'S REMARKS (NO ACTION / REPORT ONLY)**

Section start time: 6:32 PM.

Dr. Saavedra presented the Board and audience with a special vocal performance by student, Jedzey Davila.

Section end time: 6:39 PM.

**CLOSED / EXECUTIVE SESSION**

*NOTICE: The Board of Trustees may elect to go into Closed Meeting any time during the meeting to discuss matters listed on the Agenda when authorized by the provisions of the Open Meetings Act, Chapter 551 of the Texas Government Code.*

*In the event the Board of Trustees elects to go into Closed Meeting regarding an Agenda Item, the Board of Trustees will hold a Closed Meeting to discuss individual personnel matters including termination, litigation and other matters the Board deems necessary. Upon completion of Closed Meeting, the Board of Trustees may, in the open session, take such action as appropriate on items discussed in a Closed Meeting. If, during the course of the meeting, any discussion of any item listed on the agenda should be held in Closed Meeting, the Board will convene in such Closed Meeting in accordance with Texas Government Code Sections 551.001 - 551.088. The Board members may take action in the open portion of the meeting on items discussed in the Closed Meeting but no action will be taken in closed session.*

*The Board will return to open session and take appropriate action, if any, on items discussed in closed session. No Action will be taken in closed session. Further, Board Members are reminded that all items discussed in closed session must remain confidential so as to avoid liability to the district. The Board will consider and discuss, the following items:*

**Closed Meeting pursuant to the Texas Open Meetings Act, Texas Government Code §§ 551.071, 551.072, 551.074, 551.076, 551.082, and 551.0821**

1. Discussion concerning personnel matters pursuant to Texas Government Code Section 551.074.
2. Discussion regarding litigation and potential litigation involving claims covered by insurance policies issued by Texas Association of Public Schools Property and Liability Fund.

Entered Closed Session at 6:39 PM.

Returned from Closed Session at 7:42 PM.

**CITIZENS TO BE HEARD**

Section start time: 7:42 PM.

Nicholas Maddox, attorney at law, addressed the audience in regard to the guidelines and disruptions during citizens to be heard.

1. *Travis Chipman*, employee, addressed the Board regarding district health insurance.
2. *Stacey Alderete*, parent, addressed the Board regarding student bullying and harassment.
3. *Juan Vigil*, parent, addressed the Board regarding a SSHS girls' basketball athlete being injured.
4. *Blue Santa*, SSAISD Police Department, addressed the Board regarding the police department donating presents to district children.

Section end time: 7:52 PM.

## **PRESENTATIONS / REPORTS**

Section start time: 7:52 PM.

### **1. Report on Measures of Academic Progress (MAP)**

Item start time: 7:52 PM.

Amy Shields, Director of Teaching and Learning, and Delinda Castro, Chief Academic Officer, were called to present and answer questions related to this item.

Item end time: 8:11 PM.

### **2. Report on Board of Trustees Continuing Education Credits for 2017.**

Item start time: 8:11 PM.

Angelina Osteguín, Board President, was called to present and answer questions related to this item.

Item end time: 8:15 PM.

Section end time: 8:15 PM.

## **CONSENT**

Section start time: 8:15 PM.

*Policy BE (Local) states that the consent agenda shall include items of a routine and/or recurring nature grouped together under one action item. All such items shall be acted upon by one vote without separate discussion, unless a Board Member requests that an item be withdrawn for individual consideration. The remaining items shall be adopted under a single motion and vote.*

1. Discussion and possible action regarding litigation and potential litigation involving claims covered by insurance policies issued by Texas Association of Public Schools Property and Liability Fund.
2. Approval of Board Meeting Minutes, Time Management Log, and Board Tracker:
  - A. Regular Called November 15, 2017
  - B. Special Called December 6, 2017
3. Alamo Community College Learn to Swim Program

4. City of San Antonio Transportation Reimbursement for the Learn to Swim Program for the 2017-18 school year.
5. Discussion and possible action to approve the renewal of health insurance consultant, HUB International, for contract year January 1, 2018 to December 31, 2018, not to exceed \$48,000.
6. Re-design the District Strategic Design Plan and Vision to align with the Lone Star Governance Framework and newly adopted District Goals.
7. Discussion and possible action to approve the ESC Region 19 Allied States Cooperative Resolution.
8. Discussion and possible action to approve the lease of a financial system software and services from Skyward, Inc., for a contract period of December 21, 2017 thru August 31, 2021, not to exceed \$310, 723.
9. Approval of Board Policy Update 109.
10. Discussion and possible action to approve the Amendment to the Lease Agreement with Bexar County for the Olivares facility.
11. Process for Appointment of Trustees for District 3 and District 6
12. Discussion and Possible Action to Adopt Amendments to the Board Operating Procedures.

Item start time: 08:15 PM.

Mrs. Flores moved to approve the consent agenda items 2, 3, 4, 7, and 8, as presented, Mrs. Prado seconded and the Board of Trustees voted 5/0 to approve the item as presented. Motion passed.

Item end time: 08:17 PM.

**CONSENT Items pulled 1, 5, 6, 9, 10, 11, and 12**

**Item #1-**

Item start time: 08:17 PM.

Mrs. Osteguín made a motion to grant the authority to the Superintendent in regard to current litigation as discussed in executive session, Mr. Ybarra seconded, and the Board of Trustees voted 5/0 to approve. Motion passed.

Item end time: 8:18 PM.

**Item #5-**

Item start time 8:18 PM

Juan Carlos Zamora, Chief Financial Officer, was called to present and answer questions related to this item.

Mrs. Prado moved to table the item for the January Regular Board Meeting with HUB International in attendance to answer questions, Mrs. Flores seconded, and the Board of Trustees voted 5/0 to approve. Motion passed.

Item end time: 8:22 PM.

**Item #6-**

Item start time: 8:22 PM.

Item pulled. No action taken.

Item end time: 8:23 PM.

**Item #9-**

Item start time 8:23 PM

Mr. Ybarra moved to approve consent item #9 as presented, Mrs. Flores seconded, and the Board of Trustees voted 5/0. Motion passed.

Item end time: 8:24 PM.

**Item #10-**

Item start time: 8:24 PM.

Juan Carlos Zamora, Chief Financial Officer, was called to present and answer questions related to this item.

Mrs. Prado moved to approve consent item #10 as presented, Mr. Ybarra seconded, and the Board of Trustees voted 5/0 to approve the item as presented. Motion passed.

Item end time: 8:29 PM.

**Item #12-**

Item start time 8:29 PM

Mrs. Osteguín moved to approve consent item #12 as presented, Mrs. Flores seconded, and the Board of Trustees voted 5/0. Motion passed.

Item end time: 8:30 PM.

**CONSENT Items pulled**

**Item 11-**

Item start time: 8:30 PM.

Angelina Osteguín, Board President, was called to present and answer questions related to this item.

Mrs. Prado made a motion to adopt an appointment process as presented by counsel with the changes of only questions 4 and 5 on the application, citizens to be heard on February 7<sup>th</sup>, the notary language included in the application, interview questions posted with some withheld, given the numbers of your choice that has been presented, post application and applicants online, questions and answers online along with FAQ's sheet and 3 questions per board member consistent across candidates as discussed, Mr. Ybarra seconded and the Board of Trustees voted 5/0 to approve the item as presented. Motion passed.

Item end time: 8:59 PM.

Section end time: 8:59 PM.

## **DISCUSSION AND POSSIBLE ACTION ITEMS**

Section start time: 8:59 PM.

### **1. Amend Board Policy AE(Local)**

Item start time: 8:59 PM.

Abelardo Saavedra, Superintendent, was called to present and answer questions related to this item.

Mr. Ybarra made a motion that AE local be amended to read, the Superintendent should not recommend major program changes or initiatives, including school consolidations or school closures without first soliciting the input of the community and he further recommends that the Board President at his or her discretion may extend the amount of time that each Trustee is allowed to speak but must ensure that each Trustee is allowed an equal amount of time, Mrs. Flores seconded, and the Board of Trustees voted 5/0 to approve. Motion passed.

Item end time: 9:09 PM.

### **2. Amend SSAISD Goal Progress Measures Reporting Calendar through the 2018-2019 School Year**

Item start time: 9:09 PM.

Abelardo Saavedra, Superintendent, and Delinda Castro, Chief Academic Officer, were called to present and answer questions related to this item.

Mr. Ybarra moved to approve the item as presented, Mrs. Flores seconded, and the Board of Trustees voted 5/0 to approve. Motion passed.

Item end time: 9:11 PM.

Section end time: 9:11 PM.

## **ADJOURNMENT**

Mr. Ybarra moved to adjourn the meeting, Mrs. Flores seconded, and the Board of Trustees voted unanimously to adjourn the meeting at 9:11 PM.

### **ATTEST**



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Angelina Osteguin, Board President

*NOTICE: This meeting of the Board of Trustees is authorized in accordance with the Texas Government Code, Sections 551.001 - 551.146. Verification of Notice of Meeting and Agenda are on file in the Office of the Superintendent. Closed meeting, if required and if authorized by the statute, will be conducted prior to the conclusion of the meeting for any item listed on this agenda.*





# Board of Trustees Time Management Log

## Board Meeting: December 20, 2017

### Regular Called

| Section  | Started | Ended   | Total Time | Lone Star Governance                         |
|--|---------|---------|------------|--|
| Call to order and Roll Call                                    | 6:21 PM | 6:22 PM | 1 Min.     | other  |
| Total section time: 1 Min.                                     |         |         |            |  |
| Recognitions – 14 Minutes                                      |         |         |            |  |
| Item #1  | 6:22 PM | 6:24 PM | 2 Min.     | other  |
| Item #2  | 6:24 PM | 6:25 PM | 1 Min.     | other  |
| Item #3  | 6:25 PM | 6:28 PM | 3 Min.     | other  |
| Item #4  | 6:28 PM | 6:33 PM | 5 Min.     | other  |
| Total section time: 11 Min.                                    |         |         |            |  |
| Citizens to be heard and Superintendent's Remarks – 35 Minutes |         |         |            |  |
| Superintendents Remarks  | 6:32 PM | 6:39 PM | 7 Min.     | other  |
| Total section time: 7 Min.                                     |         |         |            |  |
| Closed/Executive Session – 1 Hour                              |         |         |            |  |
| Closed Session   | 6:39 PM | 7:42 PM | 63 Min.    | n/a  |
| Total section time: 1 Hr. 3 Min.                               |         |         |            |  |
| Citizens to be heard   | 7:42 PM | 7:52 PM | 10 Min.    | Advocacy-<br>community<br>engagement         |
| Total section time: 10 Min.                                    |         |         |            |  |
| Presentations/Reports  |         |         |            |  |
| Item #1  | 7:52 PM | 8:11 PM | 19 Min.    | Vision-student<br>outcome goal<br>monitoring |
| Item #2  | 8:11 PM | 8:15 PM | 4 Min.     | other  |

*\*Board Goals*

- 1.) 14 minutes or less spent on each item*
- 2.) 2 hours total meeting time or less*

| Total Section Time: 23 Min.             |         |         |         |  |
|---|---------|---------|---------|--|
| Consent – 14 Minutes                    |         |         |         |  |
| Items 2, 3, 4, 7, and 8                 | 8:15 PM | 8:17 PM | 2 Min.  | other                                  |
| Pulled Item #1                          | 8:17 PM | 8:18 PM | 1 Min.  | other                                  |
| Pulled Item #5                          | 8:18 PM | 8:22 PM | 4 Min.  | other                                  |
| Pulled Item #6                          | 8:22 PM | 8:23 PM | 1 Min.  | Advocacy – student/ family engagement  |
| Pulled Item #9                          | 8:23 PM | 8:24 PM | 1 Min.  | Accountability-board self- evaluation  |
| Pulled Item #10                         | 8:24 PM | 8:29 PM | 5 Min.  | other                                  |
| Pulled Item #12                         | 8:29 PM | 8:30 PM | 1 Min.  | Accountability-board self- evaluation  |
| Pulled Item #11                         | 8:30 PM | 8:59 PM | 29 Min. | other                                  |
| Percentage of Consent Item Pulled 58%   |         |         |         |  |
| Total section time: 44 Min.             |         |         |         |  |
| Discussion Possible Action – 14 Minutes |         |         |         |  |
| DPA Item #1                             | 8:59 PM | 9:09 PM | 10 Min. | Accountability-board self- evaluation  |
| DPA Item #2                             | 9:09 PM | 9:11 PM | 2 Min.  | Vision-student outcome goal monitoring |
| Total section time: 12 Min.             |         |         |         |  |
| Adjournment                             | 9:11 PM | 9:11 PM | 0 Min.  | other                                  |

Total Meeting Time: 2 hours and 51 minutes

*\*Board Goals*

- 1.) 14 minutes or less spent on each item
- 2.) 2 hours total meeting time or less

BOARD'S TIME USE TRACKER

| Framework                           | Activity                        | Minutes Used | % of Total Minutes Used | Notes                                  |
|-------------------------------------|---------------------------------|--------------|-------------------------|--|
| <b>Vision</b>                       | Student Outcome Goal Setting    |              |                         |  |
| <b>Vision</b>                       | Student Outcome Goal Monitoring | 21 Min.      | 19%                     | Report #1, DPA #2                      |
| <b>Vision</b>                       | Constraints Setting             |              |                         |  |
| <b>Vision</b>                       | Constraints Monitoring          |              |                         |  |
| <b>Accountability</b>               |                                 |              |                         |  |
| <b>Accountability</b>               | Superintendent Evaluation       | 12 Min.      | 11%                     | Consent #9, #12, DPA #1                |
| <b>Accountability</b>               | Board Self-Evaluation           |              |                         |  |
| <b>Structure</b>                    |                                 |              |                         |  |
| <b>Structure</b>                    | Voting                          |              |                         |  |
| <b>Advocacy</b>                     |                                 |              |                         |  |
| <b>Advocacy</b>                     | Community Engagement            | 10 Min.      | 9%                      | Citizens to be heard                   |
| <b>Advocacy</b>                     | Student/Family Engagement       | 1 Min.       | 1%                      | Consent #6                             |
| <b>Advocacy</b>                     | Community Training              |              |                         |  |
| <b>Other</b>                        |                                 |              |                         |  |
| <b>Other</b>                        | Other                           | 64 Min.      | 59%                     |  |
| <b>Total Vision-focused Minutes</b> |                                 | 44           | 41%                     |  |
| <b>Total Minutes</b>                |                                 | 108          | 100%                    | 63 Closed Session Minutes not included |

Total Meeting 2 hours and 51 minutes = 171 minutes  
 171-63 closed session = 108 Total Tracker Minutes

