



**SOUTH SAN ANTONIO INDEPENDENT SCHOOL DISTRICT
OFFICE OF THE SUPERINTENDENT**

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Minutes of Emergency Meeting

**The Board of Trustees
South San Antonio ISD**

A Emergency Meeting of the Board of Trustees of South San Antonio ISD was held Friday, March 20, 2020, beginning at 11:00 AM in the CERTIFICATION OF PUBLIC NOTICE: An emergency or urgent public necessity exists that requires immediate action of the Board of Trustees or an imminent threat to public health and safety or a reasonably unforeseeable situation exists as follows: On March 13, 2020 Governor Greg Abbott declared a State Disaster for Texas Counties due to the COVID-19 epidemic. The purpose of this meeting is to discuss and take appropriate action in response to the emerging health emergency.

CALL TO ORDER AND ROLL CALL

Section start time: 11:00 AM.

Trustee	Present	Absent	Late Arrival/Departed Early
Stacey Alderete	X		11:05 AM
Gilbert Rodriguez	X		
Connie Prado	X		
Shirley Ibarra Pena	X		
Homer Flores		X	
Kevin Rasco	X		
Veronica Barba	X		

Led by Michelle Martinez, Senior Executive Assistant

- PLEDGE OF ALLEGIANCE
- TEXAS PLEDGE
- PRAYER
- CALL TO ACTION

Led by Jennifer Suniga- Collier, Community Relations Officer

Section end time: 11:05 AM.

CITIZENS TO BE HEARD

Section start time: 11:05 AM.

None

Section end time: 11:05 AM.

BOARD PRESIDENT'S REMARKS (NO ACTION / REPORT ONLY)

Section start time: 11:05 AM.

Mr. Rodriguez addressed the Board and audience and thanked the entire staff that has been flexible. He stated that Covid-19 is dictating how we move forward and it's an opportunity to discover things we are doing well and things we can build upon. He thanked the entire staff for putting the kids that we service first and at the forefront. He especially thanked our Superintendent Mrs. Sendejo for her quality leadership in this time as it is essential. He stated he has been keeping a close watch on what other school districts are doing as well and he is proud to say we are at the forefront of communicating and getting things done. He thanked the community members for their patience and ensured them that Mrs. Sendejo and her staff are doing everything they can.

Section end time: 11:09 AM.

SUPERINTENDENT'S REMARKS (NO ACTION / REPORT ONLY)

Section start time: 11:09 AM.

Dolores Sendejo, Interim Superintendent of Schools, addressed the Board and audience regarding the staff coming together to support the children of the district. #We Are Family. She addressed the community and thanked them for their patience and acknowledged the hard work from all staff and instructional leaders. She shared district updates to the Board and community, she stated that this is our new normal for a bit and we are embracing it and working together through it. She thanked campus personnel and assured that they are ready to disseminate items for distance learning. She stated that essential staff is coming in while being mindful of CDC guidelines. She informed that the Board members have emails with updates coming to them regularly. She shared that the Bexar County Superintendents meet with the Commissioner of Education daily. She stated that neighboring Superintendents have been helpful and phenomenal. She asked that the Board feel free to share with community and parents that the latest information is on our website.

Section end time: 11:15 AM.

DISCUSSION AND POSSIBLE ACTION

Section start time: 11:15 AM.

1. Discussion and possible action concerning adoption of a Resolution of the South San Antonio Independent School District Board of Trustees pursuant to District Policy DEC (Local) and expansion of superintendent's purchasing authority Under District Policy CH (Local)

Item start time: 11:15 AM.

Mr. Rodriguez, Board President, read the Resolution aloud:

RESOLUTION OF THE SOUTH SAN ANTONIO INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES PURSUANT TO DISTRICT POLICY DEC (LOCAL) and EXPANSION OF SUPERINTENDENT'S PURCHASING

AUTHORITY UNDER DISTRICT POLICY CH (LOCAL) WHEREAS, the Board is authorized by Texas Education Code section 45.105 to expend funds of the South San Antonio Independent School District for purposes necessary in the conduct of the public schools as determined by the Board; and, WHEREAS, the Board acknowledges that in the event of any emergency closing due to the COVID-19 virus, many District employees may be instructed not to report for work; and, WHEREAS, the Board finds that a need exists to address wage payments for employees who are idled; and, WHEREAS, the Board determines that employees who are instructed not to report to work may suffer a loss of pay if the District is closed; and, WHEREAS, the Board concludes that continuing wage payments to all regular employees—contractual and noncontractual, salaried and non-salaried—who suffer a loss in pay due to an emergency closing serves the public purposes of maintaining morale, reducing turnover, and ensuring continuity of District staffing when schools reopen; and, WHEREAS, as to nonexempt hourly employees only, who are called on to work during an emergency closing, the Board further concludes that payment of these employees at a premium rate, as provided in this resolution, serves the public purposes of maintaining morale, providing equity between idled employees and employees who provide emergency-related services, and recognizing the services of essential staff; and, WHEREAS, as to nonexempt hourly employees only, who are called on to work during an emergency closing, the Board further concludes that payment of these employees at a premium rate, as provided in this resolution, serves the public purposes of maintaining morale, providing equity between idled employees and employees who provide emergency-related services, and recognizing the services of essential staff; and, WHEREAS, the Board concludes that during the current emergency, the Superintendent may be required to make significant expenditures of District resources, to cover expenses for the emergency acquisition of goods and services that become necessary, but due to the emerging conditions, are difficult or impossible to anticipate: NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the South San Antonio Independent School District that: 1. The recitals set forth above are found by the Board to be true and correct. 2. In the event of an emergency closing of South San Antonio ISD due to the COVID-19 virus or any other declared emergency, regular wage payments to all non-temporary employees—contractual and noncontractual, salaried and non-salaried, full or part-time shall remain in full force and effect during the period of the emergency closing. 3. Exempt professional employees, as well as all other South San Antonio ISD employees who are employed under an employment contract may be required to work, by South San Antonio ISD in the performance of their regular job duties, even in the event that not all professional and/or contractual employees are so required to work. Exempt professional employees, as well as all other South San Antonio ISD employees who are employed under an employment contract may be required to work by South San Antonio ISD without the payment of additional compensation. 4. Nonexempt/Classified employees, who are required to work by written directive of South San Antonio ISD administration during the emergency closing, shall be paid at the rate of one and one-half of their regular

rate of pay for all hours actually worked up to 40 hours per week, minus any compensation calculated as due under Paragraph 2, above. Overtime for time actually worked over 40 hours in a week shall be calculated and paid according to applicable wage and hour law. 5. The Superintendent's authority to authorize District single purchases of goods and services as set forth in District Policy CH (Local) is temporarily increased to the amount of Two Hundred Fifty Thousand Dollars (\$250,000.00). 6. The authority granted by this resolution to continue wage payments to employees, and increase the Superintendent's purchasing authority is effective during the closure of school buildings with a maximum duration of no longer than _____ () days, unless the Board takes action to authorize payment for a longer duration.

Ms. Alderete moved to approve the item as presented, Ms. Ibarra Pena seconded, and the Board of Trustees voted 6/0 to approve. Motion passed.

Vote:	Yes	No	Abstained
Stacey Alderete	X		
Gilbert Rodriguez	X		
Connie Prado	X		
Shirley Ibarra Pena	X		
Kevin Rasco	X		
Veronica Barba	X		

Item end time: 11:35 AM.

Section end time: 11:35 AM.

ADJOURNMENT

Mrs. Alderete moved to adjourn the meeting, Mrs. Prado seconded, and the Board of Trustees voted unanimously to adjourn the meeting at 11:35 AM.

ATTEST

Gilbert F. Rodriguez

Gilbert Rodriguez, Board President

Shirley Ibarra Pena

Shirley Ibarra Pena, Board Secretary

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: March 20, 2020

Special Called

Section	Started	Ended	Total Time	Lone Star Governance
Call to order and Roll Call	11:00 AM	11:05 AM	5 Min.	Other
Total section time: 5 Min.				
Citizens to be Heard	11:05 AM	11:05 AM	0 Min.	Other
Total section time: 5 Min.				
Board President & Superintendent's Remarks	11:05 AM	11:15 AM	10 Min.	Other
Total section time: 10 Min.				
Discussion and Possible Action – 14 Minutes				
Item #1	11:15 AM	11:35 AM	20 Min.	Other
Total section time: 20 Min.				
Adjournment	11:35 AM	11:35 AM	0 Min.	Other

Total Meeting Time: 35 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
Vision	Student Outcome Goal Setting			
Vision	Student Outcome Goal Monitoring			
Vision	Constraints Setting			
Vision	Constraints Monitoring			
Accountability				
Accountability	Superintendent Evaluation			
Accountability	Board Self-Evaluation			
Structure				
Structure	Voting			
Advocacy				
Advocacy	Community Engagement			
Advocacy	Student/Family Engagement			
Advocacy	Community Training			
Other				
Other	Other	35 Min.	100%	
Total Vision-focused Minutes				
Total Vision-focused Minutes		0	0%	
Total Minutes		35 Min.	100%	0 minutes - closed session not included

Total Meeting 35 minutes = 35 - 0 closed session = 35 Total Tracker Minutes



March 20, 2020 Staff Tracker

Title	Average Monthly Hours Preparing	Average Monthly Hours Attending	Average Monthly Hours Debriefing	Hourly Rate (E.g. Total Annual Compensation / 1920 Hours)	Total Hours x Hourly Rate
Inertim Superintendent Dolores Sendejo	2	2.5	5	\$82.81	\$786.70
Senior Staff Members					
Lorraine De Leon				\$54.98	\$0.00
David Abundis				\$49.29	\$0.00
Sherri Seaman				\$53.86	\$0.00
Amy Shields				\$49.43	\$0.00
Cynthia Bills				\$47.82	\$0.00
Rosanna Mercado				\$50.84	\$0.00
					\$0.00
Charlie Gallardo				\$40.30	\$0.00
Julie Silva				\$46.26	\$0.00
Scott Laleman	3	2.5	1	\$48.42	\$314.73
Robert Zamora				\$47.31	\$0.00
Denise Orosco				\$47.82	\$0.00
					\$0.00
Dr. Lee Hernandez				\$61.05	\$0.00
Veronica Ramos				\$47.98	\$0.00
					\$0.00
Scott Stephens				\$50.33	\$0.00
Chad Doucet	5	2.5	5	\$43.28	\$541.00
Jenny Suniga Collier		1.5		\$43.72	\$65.58

