SANTA MARIA INDEPENDENT SCHOOL DISTRICT

Regular Meeting of the Board of Trustees
Monday, August 19, 2024
6:00 P.M.

MINUTES

Notice is hereby given that a scheduled Special Meeting of the Board of Trustees of Santa Maria Independent School District was held on Monday, August 19, 2024 at 6:00 p.m. This meeting will be held at the Santa Maria ISD Board Room, 11119 Military Road, Santa Maria, TX 78592.
Zoom Link: https://us06web.zoom.us/j/87200942643?pwd=6b8DMhPzZe3wNRCdK75frgKfxraaUc.1

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 Torres, Administrative Assistant to the Superintendent, at (956) 565-6308 for assistance.

CALL TO ORDER

Meeting was called to order by Board President, Adolfo Hinojosa at 6:00pm

ESTABLISH QUORUM

Present:
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

PLEDGE OF ALLEGIANCE

OPEN FORUM

At special 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.

Dr. Yvette Cantu signed up to be heard in Open Forum. She voiced her concerns in regards to teacher salaries.

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ACTION AGENDA

Construction

Mr. Miguel Zavala motioned to make a site visit to the concession stand and Javier E. Jimenez, Jr. second the motion. Motion passed unanimously.

1) Project update by JPena Construction and Brighton Group of the construction status of the 2021 SMISD Bond Project Concession Stand/Ticket Booth with JPena Construction.

Finance

1) Project update by JPena Construction and Brighton Group of the Construction Pay App #4 for the total of $142,160.00 for the construction activity as indicated in Pay App #4 which has been reviewed by Brighton Group.

Motion by Marco Aleman, second by Casey Espinoza. Motion passed unanimously.

2) Presentation, discussion, and possible action to approve Invoice #22 to Brighton Group for the total of $4,900.00 for SMISD Bond Program Project Management Services.

Motion by Marco Aleman, second by Casey Espinoza. Motion passed unanimously.

3) Discussion and possible action to approve proposed 2024-2025 District Budget

Motion by Marco Aleman, second by Andrew de la Rosa. Motion passed unanimously.

4) Consider an order authorizing the defeasance and redemption of a portion of the District's outstanding unlimited tax bonds and approving an escrow agreement and all other instruments and procedures related thereto.

Motion by Javier E. Jimenez, Jr., second by Marco Aleman. Motion passed unanimously.

5) Discussion and possible action on ordinance adopting the 2024-2025 Tax Rate

Motion by Marco Aleman, second by Javier E. Jimenez, Jr. Motion passed unanimously.

6) Discussion and possible action to approve resolution regarding pay during school closure on June 19, 2024 as a result of inclement weather.

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

Curriculum and Instruction

1) Discussion and possible approval of Teacher/ Principal Appraisers and Appraisal Timelines for 2024-2025 School Year

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

2) Discussion and possible action to approve the Memorandum of Understanding between Cameron County Juvenile Program and Santa Maria ISD for school year 2024-2025 for the Cameron County Juvenile Justice Alternative Education Program.

Motion by Michele Garcia, second by Marco Aleman. Motion passed unanimously.

3) Discussion and possible action to approve the Memorandum of Understanding between South Texas Training and Santa Maria ISD for school year 2024-2025 for the Patient Care Technician Program.

Motion by Marco Aleman, second by Michele Garcia. Motion passed unanimously.

4) Discussion and possible action to approve the Memorandum of Understanding between UTRGV and Santa Maria ISD for school year 2024-2025 for the Texas Child Health Access Through Telemedicine (TCHATT) program.

Motion by Andrew de la Rosa, second by Michele Garcia. Motion passed unanimously.

Governance

1) Discussion and possible action on the order calling for School Board Election to be held on Tuesday, November 5, 2024, for Places 5, 6, and 7 (serving a four-year term for each place).

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Motion by Marco Aleman, second by Michele Garcia. Motion passed unanimously.

2) Discussion and action to approve Election Services Agreement with Cameron county for Join Election of the 2024 General Election.

Motion by Michele Garcia, second by Marco Aleman. Motion passed unanimously.

3) Discussion and possible action to approve the following location Santa Maria ISD, Administrative Bldg., Board Room, 11119 Old Military Highway 281, Santa Maria, Texas 78592 for Early Voting and Election Day site for General Elections to be held on Tuesday, November 5, 2024.

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

Human Resources

1) Discussion and possible action on the proposed 2024-2025 Supplemental Stipends.

Motion by Andrew de la Rosa, second by Marco Aleman. Motion passed unanimously.

2) Discussion and possible action on revising the current district's pay scale for Teacher, Librarians, RN (Nurses) and Counselors to reflect 3% increase (all steps) effective 2024-2025 school year

Motion by Marco Aleman, second by Michele Garcia. Motion passed unanimously.

3) Discussion and possible action on increasing the hourly pay rate for all employees by 3% effective 2024-2025 school year.

Motion by Miguel Zavala, second by Casey Espinoza. Motion passed unanimously.

4) Discussion and possible action to approve the Employee Handbook for the 2024-2025 school year.

Motion by Javier E. Jimenez, Jr., second by Andrew de la Rosa. Motion passed unanimously.

Travel

1) Discussion and possible action to approve out of valley trip for SMHS Volleyball Tournament in Freer, TX on August 23-24, 2024.

Motion by Marco Aleman, second by Casey Espinoza. Motion passed unanimously.

Board Travel

1) Discussion and possible action to approve School Board travel to San Antonio, TX for the TASA/TASB Convention - txEDCON24 on September 27-29, 2024.

Motion by Marco Aleman, second by Javier E. Jimenez, Jr. Motion passed unanimously.

CONSENT AGENDA

Motion to approve Consent Agenda by Miguel Zavala, second by Marco Aleman. Motion passed unanimously.

Finance

1. Approval of Check Payments since last report for June and July 2024
2. Approval of Monthly Investment Report for the period of June and July 2024
3. Approval of Revenue and Expenditure Report unaudited ending June and July 2024
4. Approval of Tax Collection Report for June 1, 2024 to June 30, 2024 and July 1, 2024 to July 31, 2024
5. Final Budget Amendment for 2023-2024

Governance

1. Approval of Policy Update 123
   - A) BBD (LOCAL): BOARD MEMBERS - TRAINING AND ORIENTATION
   - B) BBFA (LOCAL): ETHICS - CONFLICT OF INTEREST DISCLOSURES
   - C) CKC (LOCAL): SAFETY PROGRAM/RISK MANAGEMENT - EMERGENCY PLANS
   - D) CKE (LOCAL): SAFETY PROGRAM/RISK MANAGEMENT - SECURITY PERSONNEL

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E) CKEA (LOCAL): SECURITY PERSONNEL - COMMISSIONED PEACE OFFICERS
F) CQC (LOCAL): TECHNOLOGY RESOURCES - EQUIPMENT
G) DGBA (LOCAL): PERSONNEL-MANAGEMENT RELATIONS - EMPLOYEE COMPLAINTS/GRIEVANCES
H) EEH (LOCAL): INSTRUCTIONAL ARRANGEMENTS - HOMEBOUND INSTRUCTION
I) EF (LOCAL): INSTRUCTIONAL RESOURCES
J) EFA (LOCAL): INSTRUCTIONAL RESOURCES - INSTRUCTIONAL MATERIALS
K) EFB (LOCAL): INSTRUCTIONAL RESOURCES - LIBRARY MATERIALS
L) FNG (LOCAL): STUDENT RIGHTS AND RESPONSIBILITIES - STUDENT AND PARENT COMPLAINTS/GRIEVANCES
M) GF (LOCAL): PUBLIC COMPLAINTS

Minutes

1. Approval of Minutes for Special Board Meeting for June 3, 2024
2. Approval of Minutes for Special Board Meeting for June 7, 2024
3. Approval of Minutes for Special Board Meeting for June 9, 2024
4. Approval of Minutes for Regular Board Meeting for June 11, 2024
5. Approval of Minutes for Special Board Meeting for June 17, 2024
6. Approval of Minutes for Special Board Meeting for July 12, 2024
7. Approval of Minutes for Special Board Meeting for July 24, 2024

EXECUTIVE SESSION

Motion to go into Executive Session by Marco Aleman, second by Casey Espinoza. Motion passed unanimously at 7:39pm.

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
   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, 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

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

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RECONVENE IN OPEN SESSION

Motion to Reconvene in Open Session by Andrew de la Rosa, second by Casey Espinoza. Motion passed unanimously at 8:06pm.

1. Discussion and possible action on items discussed in Executive Session
2. Discussion and possible action on recommendations on all items as appropriate on Superintendent's personnel recommendations.

Motion to approve Superintendent's personnel recommendations as discussed in Executive Session by Michele Garcia, second by Andrew de la Rosa. Motion passed unanimously.

EXECUTIVE SESSION

(May be reconvened, if necessary)

ADJOURNMENT

Motion to adjourn by Michele Garcia, second by Marco Aleman. Motion passed unanimously at 8:07pm.

This notice was posted in compliance with the Texas Open Meetings Act on Friday, August 16, 2024 at 5:00pm.





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
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Marco Aleman, Member
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