

REGULAR SCHOOL BOARD MEETING  
December 16, 2024

The Board of Education of the Poteet Independent School District met in a Regular Board Meeting,  
December 16<sup>th</sup> at 7:00 p.m. at the Poteet Intermediate Library.

- Members Present:

Margie Martinez, Vice President  
Albert Garza, Secretary  
Jo Marie Cervantez  
Yvette Navarro  
Diego Puente
- Members Absent:

Ronnie Ambriz, President  
Rocky Wilson
- Others Present:

Charles Camarillo, Superintendent  
Suzanne Jenschke, Board Secretary  
Administrators  
Other interested citizens

The meeting was called to order by Margie Martinez, Vice President @ 7:00 p.m.

The pledge of allegiance and moment of silence were lead by Margie Martinez, Vice President.

AGGIE RECOGNITION: Poteet ISD Technology Dept. – Ezekiel Arevalo, Roger Lopez, Mike Raymond, Chris Mittelmaier, Mercedes Sanchez

- Superintendent’s Report:
- Retire – Bertha Gomez, Bayardo Pena  
Leave of Absence – Joseph Trevino  
New Employees – Angel Mendoza, Rosa Sanchez  
Resignation – Paulina Jordan

Audience with individuals or committees wishing to make reports or requests: None

Motion 8468-24

Motion was made by Yvette Navarro seconded by Diego Puente that the board approve the minutes for November 18, 2024.

Yeas

All

Noes

None

Motion 8469-24

Motion was made by Yvette Navarro, seconded by Jo Marie Cervantez, that the board approve the monthly financial information as presented.

Yeas

All

Noes

None

Motion 8470-24

Motion was made by Diego Puente, seconded by Jo Marie Cervantez, that the board approve budget amendment #2 for the 2024-2025 school year.

Yeas

All

Noes

None

Motion 8471-24

Motion was made by Jo Marie Cervantez, seconded by Yvette Navarro, that the board approve the change order to Smoot Electric in the amount of \$42,910.00.

Yeas

All

Noes

None

Motion 8472-24

Motion was made by Diego Puente, seconded by Jo Marie Cervantez, that the board approve the legal services of Walsh, Gallegos, Trevino, Kyle & Robinson P.C. for 2025.

Yeas

All

Noes

None

Motion 8473-24                      Motion was made by Albert Garza, seconded by Yvette Navarro, I move the board approve a resolution to be attached to the minutes to award a one-time stipend for employees (excluding temporary employees, substitutes, tutors, non-renewals, retirement and resignations) for the 2024-2025 school year and to be paid as follows:

- 1.    Employed with the district before August 8, 2024 - \$1,000
- 2.    Employed with the district before October 1, 2024 - \$750
- 3.    Employed with the district before November 1, 2024 - \$500
- 4.    Employees hired November 1 or later are not eligible for the retention incentive stipend
- 5.    Employees who have submitted a resignation or retirement letter or intend to resign or retire from the district at the end of the school year, are not eligible for the retention incentive stipend
- 6.    Non-Employees (contactors, vendors, etc.) are not eligible for the retention incentive stipend

The retention incentive stipend is intended to retain staff for the Poteet Independent School District. Please be aware that employees who resign or retire prior to or at the end of the school year, will be required to refund the issued retention incentive stipend prior to the processing of their final paycheck. If it is your intention to retire or resign, please contact the payroll department at your earliest convenience.

It is further resolved that the one-time retention incentive stipend will be awarded in December, 2024, and that any employee who is employed by the District after November 1, 2024 shall not be eligible for this stipend.

Be it resolved, that the Board of Trustees has determined that the additional expenditures authorized in this Resolution will serve a valid school district purpose, that sufficient controls will be put into place prior to the expenditure and that such benefits will be received by the District. The District will maintain all information and documentation regarding this matter, in order to permit the District to verify that this matter was carried out in accordance with the law and in full compliance with Article III of the Texas Constitution.

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|------|------|
| Yeas | All  |
| Noes | None |

Margie Martinez, Vice President stated this meeting is adjourned. Time: 7:20 p.m.

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President

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Date