



SANTA MARIA INDEPENDENT SCHOOL DISTRICT

**Regular Meeting of the Board of Trustees
Wednesday, December 14, 2022
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, December 14, 2022, at 6:00 PM. This meeting was held at the Santa Maria Independent School District 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 accommodation, please contact Ida Torres, Administrative Assistant to the Superintendent/District Receptionist, at (956) 565-6308 for assistance.

CALL TO ORDER

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

ESTABLISH QUORUM

PRESENT

- Michele Garcia
- Andrew De la Rosa
- Casey Espinoza
- Miguel Zavala
- Javier Jimenez
- Adolfo Hinojosa

PRESENT FROM DISTRICT

- Martin Cuellar, Superintendent of Schools
- Elizabeth Stenhouse, Human Resources
- Salvador Acosta, Director of Federal Funds and Operations
- Doralee Munoz, Director of Student Services
- Yadira Flores, High School Principal

PLEDGE OF ALLEGIANCE

OPEN FORUM

At regular meetings the Board shall allot no more than 30 minutes to hear persons who desire to make comments to the Board. However, no one 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

Santa Maria Independent School District
Regular Board Meeting of Trustees Wednesday, December 14, 2022
It is the policy of Santa Maria ISD not to discriminate on the basis of race, color, national origin, sex or handicap in its vocational programs, services or activities as required by Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Education Amendments of 1972; and Section 504 of the Rehabilitation Act of 1973, as amended.

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.

Mr. Hinojosa was advised no one signed up for open forum.

ACTION AGENDA

1. Construction

1. Presentation, Discussion, and Possible Action on Santa Maria Bond Program by Brighton Group.

Joseph Palacios, Brighton Group presented himself and Alice Rodriguez, he was chosen as the project manager for the Bond that was passed on May 1st, 2021, to oversee projects with the bond funds. Rehabilitation of the stadium a packet with a timeline of events was provided to the board. Full reconstruction of the field, track, stadium seating for the home side and lights. We went over changes of original colors which were presented to the board, but it was decided that it would look better the other way. Onsite construction on the field started on June 2021 with the demolition of the old field. The field has full drainage that feeds into a drainage system on the southside. Hellas did this project and has completed it. There was a budget of five million. The drainage does move south now, originally it moved north. Everything was regraded on the side, and everything went to the retention pond on the south side. Project was finished a little later than we hoped but, in the construction industry if you recall the end of 2021-2022 there was some Covid issues, Inflation issues, materials not being available, none the less we were able to get them in out and project completed. Games were played on the facility. There was one change to the sports lighting and a crane operated by Hellas lost control of the score board and some panels were broken and legal got involved, other than that those were the only onsite issues to the project itself. No questions regarding the field at this time.

Mr. Martin Cuellar stated the only concerns now would be the concession stands, why haven't we got to it and how much money do we have for it.

Mr. Palacios stated after looking at the plans to build or renovate what we have, they found it was more cost efficient to remodel what we have. Because of codes have changed. If we would of build it would have called for a lot more like more urinals and so Forth. Bathrooms are done and sidewalk is completed. The concession would attach to the bathrooms. Right now, we are at seventy-five to one hundred thousand because the prices in the construction industries, prices are starting to go down. We would like the district to consider looking at a rebid. Shouldn't take too long, it's not slow construction. We're looking at a construction period of about ninety days. Should not be longer than that. Same statics as the restrooms, pump filled block, around a thousand square feet it will have all the electrical, all that we need. It will have the roll up doors that will lock, climate control with the mini-split system. it is definitely a good size concession that should meet future needs.

Mr. Miguel Zavala stated we need space to store the hurdles and football poles.

Mr. Palacios stated that the area is big enough for the concession and for the storage area.

Mr. Zavala asked if it is going to have air conditioning and if we need it. He stated La Feria doesn't have air conditioning in their concession stand.

Mr. Hinojosa said it will have a mini-split and it will be good for the kids working in there, it will get hot working in there.

Mr. Palacios stated we don't need it. It will cost about two to four thousand dollars.

Mr. Hinojosa stated with too many people working there it will get hot in there. Also stated we need something like a refrigerator or freezer for the kids to stock up, like the day before the games.

Ms. Michele Garcia stated the county will ask for sinks too.

Mr. Hinojosa stated no decisions are being made today but we can have a building committee meeting to discuss this and give us options and then we can choose from there.

Mr. Cuellar stated that it has always been the best route. We meet as the building committee with the project manager with the different options and cost and then the board decides.

Mr. Hinojosa stated that when they do meet, to keep in mind the comfort of the kids and the sponsors and practicality as far as what they can do in there. Because really the goal as a sponsor you try to make as much money as you can so that you don't have to worry later on.

Like when we played Progreso it was packed. That was a good opportunity to make money. I just want to make sure they have enough outlets to run different appliances and enough ampage to run the appliances, the last thing we need is to overload the breaker. And in regard to the storage, you can get with the AD to see what he needs to store in there. So you can get an idea of what he wants to store in there since it's close to the football field and there is some track equipment. Just so you can get an idea of how big he needs the storage and then you can build it.

Mr. Andrew De la Rosa stated we also need a storage for the gators that were purchased specifically for the turf on the football field. Unless we can store in there too.

Mr. Palacios stated we haven't worked out the canopy systems, so we can work with dimensions. The good thing is your power, and your plumbing is there already. So, if we build away from it we will need to put utilities to it. It's not impossible and again we're here to listen to you. We are not here to make decisions for you. You have several access points to the field but it just seems that the northern side is a little easier for them. But we'll do a site map and give you the options and then you can put those pieces together and we're here to take your direction. We can go back and draft it and make sure we include everything that you're wanting in it and then we can go out for bids.

Mr. Zavala is asking how long this will take.

Mr. Palacios stated we've done the work already it's just adding the last elements of what you're thinking.

Mr. Zavala stated that it hasn't been done. We're almost going to start again, and it hasn't been done.

Mr. Cuellar stated the bids were too high and we we're not going with this bid. And then we bid out again and then how many did we get Joseph?

Mr. Palacios stated two, but then that was the worse time in construction.

Mr. Cuellar stated at that point the season had already started so at that point we said we'll just take a step back and that's what happened.

Mr. Zavala voiced concerns if we are going to do it or are we going to get bids and then wait again? Football starts in another six months again. And nothing. When are we going to do it?

Mr. Hinojosa stated I would rather we have a good plan because at the end of the day we have to make sure that we are explaining it the right way. We can't just go out there and put whatever. And then at the end of the day we come back and say oh I didn't vote for that.

Whatever we put out we all have to be in agreement with. We can't just make a concession stand and then go out and say add this and add that. Then it is going to be different. We need to have a program. I think we need to get a good price and then make sure that it will be functional for what we need and not rush through it.

Mr. Zavala stated he is not blaming Mr. Palacios, he is just saying that we've been saying it's coming, it's coming, and it never did.

Mr. Palacios stated I'll give you a timetable. We can meet with the building committee, the early part of next month right when we get back.

Mr. Zavala stated we should all meet, there's no building committee.

Mr. Hinojosa stated we have a Building committee, a Policy and a Finance committee.

Mr. Zavala stated that the building committee meeting we should all meet. Post it and whoever shows up, shows up and that's it.

Mr. Hinojosa stated that there is no action taken at the building committee meetings. And prefer my committees because I have trust on my board that they are going to do what's right. And if you're distrustful on that then that's something else. You have to trust each other and that's the way I prefer to do it because its worked for us.

Mr. Cuellar stated that's how it's done in all the districts (San Benito, Edinburg).

Mr. Zavala stated that at the end of the day they're going to say well who dropped the ball? I don't know, I don't know. Let's blame this guy.

Mr. Palacios stated by the end of the week we should know of what is going in there now that we know we have gators we can find out what is going I there. We can take measurements of what will go in there, we have a couple of days to get the dimensions. The concession there is really not much that is needed. It has all the electrical and has it's primary box it has the four drains in there. It's polished concrete, there's not much more needed only on space and configuration. We've already done that, it's just the storage and then the location. If it's going to work on that side. It should take us about a week to put that stuff together. If we want to project the meeting into early January, we'll have some options out. We'll have the board decide once we have the direction. From there it should take about thirty days to advertise for bids and we are going to know what we are dealing with. We would like to be done with this aspect, it is our goal and our priority to be done with it. Just so that we know that it is complete.

Now we are at Edinburg CTE and now we are getting up to seven bids, so now the construction industry is opening up so now I think we can get better bidding. I think it will be best for the district.

Mr. Hinojosa asked about installing a ticket booth in that area.

Mr. Palacios stated that wherever this building is going to end there is going to be a canopy. It would be easier because you have electricity.

Mr. Hinojosa stated that it would be good for our employees if they were there from like seven to eight working and maybe had a window unit installed to keep them cool. It would also be good for security purposes, having one entry and exit. It puts a lot of pressure on our security personnel and Administrators. So maybe planning this you can get with our AD or the High School Principal and security service for their ideas. Mr. Palacios stated he can make a list of items that will be stored. He will work do some layouts and have them ready for the building committee meeting or whatever type of meeting you like so that we can get clear directions to package the deal and get ready to get the bids.

The other scope on the ESSER Grant was the roof projects of the cafeteria, library at the elementary and the annex building, Terra Fuerte was the contractor. The goal was to do everything under four hundred thousand dollars, and we did everything at around two hundred and forty-eight thousand something around there. They are done with the library and the cafeteria already, they already punched out of there. Everything is done there. The annex is being done, should be done by Friday. We will be doing final walk thru, punch list and we will review the final payouts. They should be finished by this Friday. That covers all the ESSER roof projects.

Mr. Zavala asked does it leak?

Mr. Palacios said no. And It's all under warranty. We've had a lot of rain in the past months and no leaks.

Mr. De la Rosa asked how much warranty does it have?

Mr. Palacios stated the manufacture warranty on the roof panels I think has twenty I'm not sure, and the contractor warranty of about a year. That covers everything, material and contractor.

They have been a good contractor. All warranty documents will be turned over to the district. If anything does come up, the district will need to contact Brighton Group. If there is any questions we are a phone call away.

Mr. Hinojosa mentioned to the new board members that if there is any questions on the projects that are being worked on, they can ask. Whether it's financial, changes or anything.

Mr. Palacios stated they can call him or his assistant, Alice Rodriguez, at any time.

2. Discussion, consideration and approval of Brighton Group's Invoice #14 for 2021 SMISD Bond Program Project Management Service for the total of \$1,700.

Motioned to approve by Casey Espinoza, second by Andrew De la Rosa. Motion passed unanimously.

2. School Facilities

1. School Safety and Security Audit by the Texas State, Texas School Safety Center

Mr. Cuellar presented, after the shooting in Uvalde, Governor Abbot put out a mandate. Through TEA and the state that all schools were going to get an unannounced audit. And we are happy to announce that our

unannounced audit was in November and there were zero findings. Which means that the auditor that came unannounced went through each of our exterior doors and she found none of them unlocked. Which means there is no corrective action needed on the district's part. I will share with the staff that it's not over; we cannot let our guard down. There have been other districts that will be needing to work on a correction action plan because they had findings. And they need to present any unsecured campus or building that was not secured, will be secured. There were a lot of undertaking over the summer. We spent a lot of money to put all the doors, all the locks and the fencing, but it was all worthwhile. I'm proud of our administrative teams, our police department and security that are helping out in making sure that our kids and staff stay safe.

2. Presentation on Emergency Operations Plan and National Incident Management System.

Mr. Cuellar stated before it was about Covid and now it's about school safety and this goes hand in hand with what is required.

Mrs. Doralee Munoz, Director of Student Services presented the (NIMS) National Incident Management system. It's affiliated with the Texas State School Center, TEA and FEMA. It's a nationwide approach for all those of government to work effectively and efficiently together. In a nutshell it means it's a system in place, where in case of an emergency, a group of people work together to form a hierarchy. Everyone knows their roles and their duties. On a local area we work with local Border Patrol, La Feria Police, La Feria Fire Department, Constables and DPS. It is used like when a building collapses, hurricane preparation, tornado preparation any kind of crisis this is the system they use. There is an incident command system. There is a flow chart at our district level. Incident Commander are Mrs. Munoz and Chief Baudelio Castillo, but more so Mr. Castillo because he has that area of expertise in the management system, Liaison Officer is Mr. Castillo, Public Information Officer is Ms. Elizabeth Stenhouse, Safety Officer is Mr. Joseph Aleman, Operations is Mrs. Romana Espinoza, Planning is Mr. Joseph Aleman, Technology is Mr. Arturo Hinojosa Jr., and our Finance and Administration is Mr. Salvador Acosta. Along with this each campus has turned in one of these flow charts, so they start off with the principal and the administrative staff. There is no need to approve, this has already been in place for a couple of years in our district. This is just an acknowledgement that this is what we use here in our district.

Mr. De la Rosa asked if we've had any mock training. We have to submit a plan of drills done including fire drills, tornado drills and shelter in place. We've had a couple of those. Mr. Aleman works closely with our Chief to organize these because these are mandated. We have to have one every month or two every semester. It just depends. He needs to get with the principals to plan if they are not testing or having campus exams, etc. And we are up to date on the drills because Mr. Aleman has to submit that information. TGE had a fire drill last week. Local Fire Department are made aware that there is a fire drill, so they don't have to come out. When there is a lockdown there is a script, they have to say. There has been a deficiency and it was corrected.

Mr. Cuellar stated we also do weekly sweeps and if the teacher or person responsible for that building do get notified and reprimanded by the principals.

Mr. Javier Jimenez asked about the FFA building, like when they are welding, they need to have the door open.

Mr. Cuellar stated they can have it open, because that is a workspace area.

Mrs. Munoz stated that if an auditor comes, that is considered a bay door and as long as there is a teacher manning that door and keeping the kids safe that's okay.

2. Curriculum & Instruction Presentations

1) Presentation on Pathways in Technology (PTECH) Santa Maria High School.

Mrs. Yadira Flores, High School presented PTECH. We are working with counselors in colleges. Students will be able to graduate with college hours that can transfer to any college. Some students will graduate with a degree and be able to start working right out of high school. These courses will cost Santa Maria five dollars. We have an Academic Counselor that will work with each student individually.

Dual enrollment is forty-two hours that they can transfer to any university. It has an alarm, and it will alert us if the student is not going to class. Parents will be saving about Nineteen thousand dollars for four semesters on college. We are giving them knowledge of college assistance. TSI (Reading and Math) is something that we are working on to have our students ready for the first semester in ninth grade. We brought in a consultant, and we are sending the teachers to trainings. We are working with the middle school principal and counselor to put TSI in Edmentum so they can practice and be ready when they get to high school.

We fixed our CTE program we have the Welding, Floral, law enforcement and computer programs.

Now we have the Pathway. Levels one through Level four that they need to follow to be able to take their state tests. So, they will have a plan and will need to follow it to complete it and get their certification. So they won't be able to change their Schedules like before. We have Floral Design, Law Enforcement, Business Management, Cosmetology, and Tech Support and Welding. The Pathway application is going to be for all high school students. Each student will have their personal plan.

2) Discussion and possible action to approve the purchase of technology equipment for the Middle School and Tony Gonzalez Elementary in the amount of \$219,710.24. Funding source TCLAS Grant.

Motioned to approve by Andrew De la Rosa, second by Javier Jimenez. Motion passed unanimously.

CONSENT AGENDA

Motioned to approve the Consent Agenda by Casey Espinoza, second by Andrew De la Rosa. Motion passed unanimously.

1. Finance

1) Approval of Check Payments since last report unaudited for November 2022

- 2) Approval of Monthly Investment Report for the period of November 2022
- 3) Approval of Revenue and Expenditure Report unaudited ending November 2022
- 4) Approval of the Tax Collection Report for November 2022

2. Travel

- 1) Discussion and possible action to approve out of valley trip for SMHS FFA San Antonio Livestock Show from February 6, 2023, to February 9, 2023, in San Antonio.
- 2) Discussion and possible action to approve out of valley trip for SMHS FFA Houston Livestock Show from March 1, 2023, to March 3, 2023, in Houston.

3. Minutes

- 1) Approval of the Minutes for the Regular Board Meeting of October 2022
- 2) Approval of the Minutes for the Regular Board Meeting of November 2022

EXECUTIVE SESSION

Motioned to approve to go into Executive Session by Andrew de la Rosa, second by Casey Espinoza. Motion passed unanimously at 7:02 p.m.

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

RECONVENE IN OPEN SESSION

Motioned to Reconvene in Open Session by Miguel Zavala, second by Javier Jimenez. Motion passed unanimously at 7:46p.m.

- 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

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

ADJOURNMENT

Motioned to Adjourn the meeting by Javier Jimenez, second by Miguel Zavala. Motion passed unanimously at 7:47p.m.

This notice was posted in compliance with the Texas Open Meetings Act on Friday, December 9, 2022.



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. (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 Jimenez, Jr., Vice-President

Casey Espinoza, Secretary

Marco Aleman, Member

Andrew De La Rosa, Member

Michele Garcia, Member

Miguel Zavala, Member