



San Elizario ISD
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MEMORANDUM

To: Members of the Board of Trustees
From: Gina Ramirez, Executive Director of Human Resources
Subject: Consider and possible Board action to approve the Special Education Instructional Officer Position
Date: May 13, 2026

HISTORY: Instructional Officers support campuses in the continuous improvement of curriculum, instruction, and assessment practices to promote increased student achievement across all student populations. San Elizario ISD (SEISD) currently employs Instructional Officers in the areas of Secondary Math/Science, Secondary Reading Language Arts (RLA)/Social Studies, Elementary Math/Science, Elementary Reading Language Arts (RLA)/Social Studies, and PK–12 Emergent Bilingual.

In recent years, SEISD has experienced a measurable increase in the enrollment of students receiving Special Education services. In accordance with the Individuals with Disabilities Education Act (IDEA), 20 U.S.C. §1400 et seq., and Texas Education Code (TEC) §29.001, the district continues to ensure that students with disabilities are provided a free appropriate public education (FAPE) in the least restrictive environment (LRE). This growth in the Special Education student population has intensified the need for specialized instructional leadership to support evidence-based practices, individualized instruction.

RATIONALE: The addition of a Special Education Instructional Officer is necessary to strengthen the district's capacity to effectively serve students with disabilities and ensure alignment IDEA and Texas Administrative Code (TAC) §89.1001 regarding special education services.

This position will provide targeted instructional leadership by:

- Analyzing multiple sources of student data, including progress monitoring, formative assessments, and state assessment results (STAAR/STAAR Alternate 2), to identify areas of need and instructional priorities for students receiving Special Education services.
- Supporting campuses in the development and implementation of standards-aligned, specially designed instruction that addresses students' Individualized Education Program (IEP) goals.
- Providing professional development and coaching to teachers and staff on evidence-based instructional practices, accommodations, modifications, and inclusive practices to ensure access to the general education curriculum.

The mission of the San Elizario Independent School District is to graduate students with innovative skills for 21st-century careers by focusing on academic and social skills, fostering transformative practices, and building community support through positive relationships between home and school.



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- Monitoring and supporting IEP development, implementation, and progress reporting, related procedural safeguards.
- Collaborating with campus administrators, special education staff, and multidisciplinary teams to ensure instructional decisions are aligned with students’ functional performance levels and postsecondary readiness goals.

The establishment of this position this school year 2025-2026 will enhance SEISD’s ability to provide high-quality, and student-centered Special Education services, ultimately improving academic outcomes and ensuring equitable access to instruction for students with disabilities.

BUDGET IMPACT:

The SEISD has applied for the Texas Education Agency (TEA) LASO (Learning Acceleration Support Opportunities) grant to support the Special Education Instructional Officer position; the award is pending. If awarded, the grant may cover the full salary for up to three years.

| | | | | |
|------------|------|-----------------|-----------------|-----------------|
| 5-A | | Daily | | |
| | | \$366.00 | \$435.72 | \$505.43 |
| 190 | Days | \$69,540.20 | \$82,786.06 | \$96,031.92 |

ADMINISTRATIVE RECOMMENDATION:

The Administrative recommendation is for the Board to approve the new Special Education Instructional Officer Position as presented effective for the 2025-2026 school year pending a highly qualified candidate recommendation, but not contingent to the potential LASO grant award.

For Approval? Yes No

If no, please check one: Presentation Report Information

Please check if applicable: Attachment Included

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