

# Minutes of Regular Meeting

## The Board of Trustees Pasadena Independent School District

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A Regular Meeting of the Pasadena Independent School District Board of Trustees was held April 22, 2025, beginning at 5:30 p.m. in the board room of the Pasadena ISD Administration Building, 3920 Mickey Gilley Boulevard, Pasadena, Texas, 77505.

**I. Convene in a quorum and call to order; invocation and pledges of allegiance**  
Board president, Casey Phelan, called the meeting to order at 5:30 p.m. Board members present were Casey Phelan, Kenny Fernandez, Crystla Davila, Paola Gonzalez, Marshall Kendrick and Nelda Sullivan. Casey Phelan gave the invocation and led the pledges.

**II. Public Comments according to Policy BED (LOCAL) - Related to items on the open session portion of the agenda (30-minute allotment).** Sonia Emmons spoke about bus driver pay and benefits.

**III. Budget Workshop - Tamika Alford-Stephens, Chief Financial Officer**

**IV. Policy Update Presentation - Sandra Huhn, General Counsel**

**V. Adjournment to closed session pursuant to Texas Government Code sections:**

551.071 to consult with district attorneys concerning matters on which the attorney's duty to the district under the Code of Professional Responsibility clearly conflicts with the Texas Open Meetings Act; to seek the advice of its attorney about pending or contemplated litigation or a settlement offer; and/or to consider legal advice regarding items specifically listed on the agenda

551.072 for the purpose of discussing the purchase, exchange, lease or value of real property

551.074 for the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee, or to hear complaints of charges against a public officer or employee, unless the individual who is the subject of the deliberation or hearing requests a public hearing; concerning matters related to the superintendent's recommendation to hire administrative personnel; and/or the superintendent's recommendations related to renewals, non-renewals, and terminations of contracts for professional personnel

551.076 for the purpose of discussing security devices or security audits or to deliberate the deployment, or specific occasions for implementation of security devices; or a security audit

**VI. Reconvened in open session at 7:21 p.m.**

**VII. Special Recognitions**

**VIII. Consent Agenda**

1. Informational Pages

2. Bid Items

A. Competitive Sealed Bids and/or Request for Competitive Sealed Proposals

- Retail Stores, RFP #25R-013LM
- Cafeteria Tables, CSP #25P-036EZ
- Floor Coverings-VCT and Related Supplies, RFP #25R-037EZ

B. Information Summary of Purchase Orders over \$10,000

- March 1, 2025 through March 31, 2025

C. Report on Cooperative Purchasing Fees Paid by Pasadena ISD for FY24

3. Donations Report January - March 2025

4. Minutes 03 25 25

5. Minutes 03 27 25

Motion by Nelda Sullivan, seconded by Kenny Fernandez to approve the consent agenda.

Motion passed by 6 to 0 vote.

**IX. Personnel Section**

1. Consideration and possible approval of administrative personnel. Motion by Paola Gonzalez, seconded by Kenny Fernandez to approve administrative personnel addenda items A - E. Ms. Gonzalez introduced Christina Cross, Assistant Principal at Bondy Intermediate, Jerrell Hudson, Assistant Principal at Mae Smythe Elementary School, Patrick Longstreet, Director of Athletics, Brenda Melendez, Principal at Genoa Elementary, and Jennifer Stewart, Principal at South Houston High School.

Motion passed by 6 to 0 vote.

2. Consideration and possible approval of department reorganization and employee reclassification. Motion by Nelda Sullivan, seconded by Paola Gonzalez to approve department reorganization and employee reclassification.

Motion passed by 6 to 0 vote.

3. Consideration and possible approval of the reclassification of ACE Family Engagement Specialist (A01) to ACE Program Specialist (E06) for the 2024-2025 school year. Motion by Marshall Kendrick, seconded by Nelda Sullivan to approve the reclassification of ACE Family Engagement Specialist (A01) to ACE Program Specialist (E06) for the 2024-2025 school year.

Motion passed by 6 to 0 vote.

4. Certified personnel for the 2024-2025 school year - *For Information Only*

5. Certified personnel for the 2025-2026 school year - *For Information Only*

6. Support personnel for the 2024-2025 school year - *For Information Only*

## **X. Educational Section**

1. Facilities and Operations Spotlight Presentation - *Kevin Fornof, Associate Superintendent of Facilities and Construction*

2. Program Spotlight Presentation - *Donna Summers, Executive Director Program Support and Achievement*

3. Consideration and possible approval of the Instructional Materials and Technology Allotment and TEKS Certification for the 2025-2026 school year. Motion by Nelda Sullivan, seconded by Paola Gonzalez to approve the Instructional Materials and Technology Allotment and TEKS Certification for the 2025-2026 school year.

Motion passed by 6 to 0 vote.

4. Consideration and possible approval of San Jacinto College services for the 2025-2026 school year. Motion by Nelda Sullivan, seconded by Kenny Fernandez to approve San Jacinto College services for the 2025-2026 school year.

Motion passed by 6 to 0 vote.

5. Consideration and possible approval of Texas Education Agency 2024-2025 Learning Acceleration Supports Opportunities (LASO) Cycle 3: Strong Foundations Planning grant award in the amount of \$200,000. Motion by Kenny Fernandez, seconded by Crystal Davila to approve Texas Education Agency 2024-2025 Learning Acceleration Supports Opportunities (LASO) Cycle 3: Strong Foundations Planning grant award in the amount of \$200,000.

Motion passed by 6 to 0 vote.

6. Consideration and possible approval of the Texas Workforce Commission Camp Code grant program and the corresponding agreement in the amount of \$52,302. Motion by Crystal Davila, seconded by Nelda Sullivan to approve the Texas Workforce Commission Camp Code grant program and the corresponding agreement in the amount of \$52,302.

Motion passed by 6 to 0 vote.

7. Consideration and possible approval of Clothed by Faith Onsite Closet. Motion by Nelda Sullivan, seconded by Paola Gonzalez to approve Clothed by Faith Onsite Closet.

Motion passed by 6 to 0 vote.

8. Consideration and possible approval for the Sam Rayburn High School Texan Battalion Army JROTC Leadership team to travel to Washington D.C., June 15-19, 2025, to compete in the Joint Leadership and Academic Bowl (JLAB) championships. Motion by Kenny Fernandez, seconded by Nelda Sullivan to approve for the Sam Rayburn High

School Texan Battalion Army JROTC Leadership team to travel to Washington D.C., June 15-19, 2025, to compete in the Joint Leadership and Academic Bowl (JLAB) championships.

Motion passed by 6 to 0 vote.

9. Consideration and possible approval for a Pasadena Memorial High School student to travel to New York City, NY, on June 10-12, 2025, to be honored and recognized at the Scholastic Art and Writing Awards Ceremony at Carnegie Hall for approximately \$6,000. Motion by Marshall Kendrick, seconded by Kenny Fernandez to approve for a Pasadena Memorial High School student to travel to New York City, NY, on June 10-12, 2025, to be honored and recognized at the Scholastic Art and Writing Awards Ceremony at Carnegie Hall for approximately \$6,000.

Motion passed by 6 to 0 vote.

10. Consideration and possible approval for the J. Frank Dobie High School Speech/Debate qualifying team members to travel to two national championship events: National Individual Event Tournament of Champions (NIETOC) in Kansas City, Missouri on May 15-19, 2025, and National Catholic Forensic League (NCFL) competition in Chicago, Illinois on May 23-26, 2025, in the amount of \$16,000. Motion by Nelda Sullivan, seconded by Kenny Fernandez to approve for the J. Frank Dobie High School Speech/Debate qualifying team members to travel to two national championship events: National Individual Event Tournament of Champions (NIETOC) in Kansas City, Missouri on May 15-19, 2025, and National Catholic Forensic League (NCFL) competition in Chicago, Illinois on May 23-26, 2025, in the amount of \$16,000.

Motion passed by 6 to 0 vote.

## **XI. Student Achievements - *For Information Only***

## **XII. Policy Section**

1. Consideration and possible revision of CAA (LOCAL) Fiscal Management Goals and Objectives Financial Ethics. Motion by Paola Gonzalez, seconded by Nelda Sullivan to approve revision of CAA (LOCAL) Fiscal Management Goals and Objectives Financial Ethics.

Motion passed by 6 to 0 vote.

2. Consideration and possible revision of CDA (LOCAL) Other Revenues Investments. Motion by Kenny Fernandez, seconded by Marshall Kendrick to approve revision of CDA (LOCAL) Other Revenues Investments.

Motion passed by 6 to 0 vote.

3. Consideration and possible revision of CE (LOCAL) Annual Operating Budget. Motion by Kenny Fernandez, seconded by Nelda Sullivan to approve revision of CE (LOCAL) Annual Operating Budget.

Motion passed by 6 to 0 vote.

4. Consideration and possible deletion of CFC (LOCAL) Accounting Audits. Motion by Nelda Sullivan, seconded by Kenny Fernandez to approve deletion of CFC (LOCAL) Accounting Audits.

Motion passed by 6 to 0 vote.

5. Consideration and possible addition of CQC (LOCAL) Technology Resources Equipment. Motion by Nelda Sullivan, seconded by Crystal Davila to approve addition of CQC (LOCAL) Technology Resources Equipment.

Motion passed by 6 to 0 vote.

6. Consideration and possible revision of CY (LOCAL) Intellectual Property. Motion by Kenny Fernandez, seconded by Nelda Sullivan to approve revision of CY (LOCAL) Intellectual Property.

Motion passed by 6 to 0 vote.

7. Consideration and possible revision of DH (LOCAL) Employee Standards of Conduct. Motion by Nelda Sullivan, seconded by Crystal Davila to approve revision of DH (LOCAL) Employee Standards of Conduct.

Motion passed by 6 to 0 vote.

8. Consideration and possible revision of EHB (LOCAL) Curriculum Design Special Programs. Motion by Nelda Sullivan, seconded by Kenny Fernandez to approve revision of EHB (LOCAL) Curriculum Design Special Programs.

Motion passed by 6 to 0 vote.

9. Consideration and possible revision of EIE (LOCAL) Academic Achievement Retention and Promotion. This agenda item was pulled. No action was taken.

10. Consideration and possible revision of FFG (LOCAL) Student Welfare Child Abuse and Neglect. Motion by Kenny Fernandez, seconded by Nelda Sullivan to approve revision of FFG (LOCAL) Student Welfare Child Abuse and Neglect.

Motion passed by 6 to 0 vote.

11. Consideration and possible revision of GKA (LOCAL) Community Relations Conduct on School Premises. Motion by Crystal Davila, seconded by Nelda Sullivan to approve revision of GKA (LOCAL) Community Relations Conduct on School Premises.

Motion passed by 6 to 0 vote.

### **XIII. Financial Section**

1. Consideration and possible approval of budget amendments for March 2025. Motion by Kenny Fernandez, seconded by Nelda Sullivan to approve budget amendments for March 2025.

Motion passed by 6 to 0 vote.

### **XIV. Operations Section**

1. Consideration and possible approval of a construction contract with Drymalla Construction Company, Inc. for the 2022 Bond New Williams Elementary School Replacement Project in the amount of \$36,104,609. Motion by Marshall Kendrick, seconded by Nelda Sullivan to approve a construction contract with Drymalla Construction Company, Inc. for the 2022 Bond New Williams Elementary School Replacement Project in the amount of \$36,104,609.

Motion passed by 6 to 0 vote.

2. Consideration and possible approval of a construction contract with Gurry Mechanical, L.P. for the 2022 Bond Hydronic Piping Replacement at Burnett and Frazier Elementary Schools Project in the amount of \$2,326,662. Motion by Kenny Fernandez, seconded by Nelda Sullivan to approve a construction contract with Gurry Mechanical, L.P. for the 2022 Bond Hydronic Piping Replacement at Burnett and Frazier Elementary Schools Project in the amount of \$2,326,662.

Motion passed by 6 to 0 vote.

3. Consideration and possible approval of a construction contract with Brown & Root Industrial Services, LLC for the 2022 Bond Domestic Piping Replacement at South Houston Intermediate School Project in the amount of \$1,445,241. Motion by Nelda Sullivan, seconded by Crystal Davila to approve a construction contract with Brown & Root Industrial Services, LLC for the 2022 Bond Domestic Piping Replacement at South Houston Intermediate School Project in the amount of \$1,445,241.

Motion passed by 6 to 0 vote.

4. Consideration and possible approval of Allowance Expenditure Authorization (AEA) No. 02 for the 2022 Bond HVAC/BAS Replacement BMCS Group 1 Project at Park View Intermediate School in the amount of \$74,771. Motion by Nelda Sullivan, seconded by Kenny Fernandez to approve Allowance Expenditure Authorization (AEA) No. 02 for the 2022 Bond HVAC/BAS Replacement BMCS Group 1 Project at Park View Intermediate School in the amount of \$74,771.

Motion passed by 6 to 0 vote.

5. Consideration and possible approval of Allowance Expenditure Authorization (AEA) No. 13 for the 2022 Bond New Parks Elementary School Replacement Project in the amount of \$85,828. Motion by Nelda Sullivan, seconded by Crystal Davila to approve Allowance Expenditure Authorization (AEA) No. 13 for the 2022 Bond New Parks Elementary School Replacement Project in the amount of \$85,828.

Motion passed by 6 to 0 vote.

6. Consideration and Possible Approval of an HVAC Testing and Balancing Services Agreement with National Precisionaire, LLC for the 2022 Bond New Parks Elementary School Replacement Project in the amount of \$66,750. Motion by Kenny Fernandez, seconded by Nelda Sullivan to approve an HVAC Testing and Balancing Services Agreement with National Precisionaire, LLC for the 2022 Bond New Parks Elementary School Replacement Project in the amount of \$66,750.

Motion passed by 6 to 0 vote.

#### **XV. Construction Update - *For Information Only***

#### **XVI. Miscellaneous Section**

1. District Vulnerability Assessment Full Report - Derek Duckett, Emergency Management Director

2. Announce board training completion requirements for the period covered by this announcement, May 1, 2024, through April 22, 2025. David Hodgins, General Counsel, and President Casey Phelan announced the completion of annual continuing education credits received by the Pasadena Independent School District Board of Trustees for the period covered by this announcement, May 1, 2025, through April 22, 2025. All board members have completed and exceeded the annual training requirements. There are no training deficiencies for the period covered by this announcement.

3. Agreement between Harris County and Pasadena Independent School District, relating to the board of trustees' election to be held May 3, 2025, for an estimated cost of \$340,181 - *For Information Only*

4. Public Comments according to BED (LOCAL) - Related to topics not listed on the agenda (30-minute allotment). There were no public comments.

5. Set date for next regular meeting on Tuesday, May 27, 2025. Motion by Kenny Fernandez, seconded by Paola Gonzalez to set the date for the next board meeting on Tuesday, May 27, 2025.

Motion passed by 6 to 0 vote.

**XVII.** The meeting was adjourned at 8:34 p.m.

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President, Board of Trustees

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Secretary, Board of Trustees

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Date Approved