



OFFICE OF THE SUPERINTENDENT

SOUTH SAN ANTONIO INDEPENDENT SCHOOL DISTRICT

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Minutes of Regular Meeting

The Board of Trustees South San Antonio ISD

A Regular Meeting of the Board of Trustees of South San Antonio ISD was held Wednesday, July 18, 2018, beginning at 6:00 PM in the ADMINISTRATION BUILDING.

CALL TO ORDER AND ROLL CALL

Section start time: 6:00 PM.

Trustee	Present	Absent	Late Arrival/Departed Early
Mrs. Angelina Osteguín	X		
Mr. Louis Ybarra Jr.	X		Late Arrival 7:04 PM
Mr. Edward Mungia	X		
Mrs. Leticia Guerra		X	
Mrs. Connie Prado	X		Departed Early 9:48 PM
Mr. Luis Rodríguez	X		
Mrs. Elda Flores	X		

All led by Laura Salazar-Reyna, Community Relations Officer.

- PLEDGE OF ALLEGIANCE
- TEXAS PLEDGE
- PRAYER
- CALL TO ACTION

Section end time: 6:02 PM.

Change of Order by Mrs. Osteguín

SUPERINTENDENT'S REMARKS (NO ACTION / REPORT ONLY)

Section start time: 6:02 PM.

Dr. Saavedra addressed the Board and audience recognizing the new administrative staff at central office; Eva Zepeda, Executive Director of Business & Finance, Scott Stephens, Director of Child Nutrition, and Gary Long, Safety and Security Coordinator.

He informed the community that the Tax Ratification Election voting date is August 14, 2018 and early voting dates are July 30, 2018 through August 10, 2018. Dr. Saavedra encouraged community members who are registered voters, to take this opportunity to vote.

Section end time: 6:04 PM.

PRESENTATIONS / REPORTS /DISCUSSION

Section start time: 6:04 PM.

1. Presentation #5 on 2018-2019 Budget Preparation

Item start time: 6:04 PM.

Juan Carlos Zamora, Chief Financial Officer, was called to present and answer questions related to this item.

Item end time: 6:37 PM.

2. Report on LSG Superintendent Constraint 2.3: SSAISD Teacher Support Plan to improve teacher efficiency and increase student outcomes.

Item start time: 6:37 PM.

Delinda Castro, Chief Academic Officer, and Lorraine Deleon, Executive Director of Curriculum & Instruction, were called to present and answer questions related to this item.

Item end time: 7:01 PM.

Section end time: 7:01 PM.

CONSENT

Section start time: 7:01 PM.

Policy BE (Local) states that the consent agenda shall include items of a routine and/or recurring nature grouped together under one action item. All such items shall be acted upon by one vote without separate discussion, unless a Board Member requests that an item be withdrawn for individual consideration. The remaining items shall be adopted under a single motion and vote.

- 1. Approval of Board Meeting Minutes, Time Management Log, and Board Tracker:**
 - A. Special Called June 6, 2018**
 - B. Regular Called June 20, 2018**

2. Approve Resolution for Schools and Libraries Universal Services (E-Rate) for 2018-19
3. Approve the inter-agency agreement for the School Health and Related Services (SHARS) Program.
4. Approve the Head Start Self-Assessment for the FY 2017
5. Approval of Express Script, Inc. Pharmacy Benefit Management (PBM) Agreement
6. Approve the purchase of food and non-food items for the 2018-2019 school year.
7. Approve the renewal of the maintenance and service agreement with Reliance Air & Refrigeration, LLC for Child Nutrition kitchen equipment for the 2018-2019 school year.
8. Approve the purchase of produce for the 2018-2019 school year utilizing the renewal of RFQ 2017-09.
9. Approve the service agreement with SFSPac for the 2018-2019 school year not to exceed \$32,000.
10. Approval of District's Self-Funded Excess Workers' Compensation Insurance
11. Approval of Texas Association of School Boards (TASB) Property and Casualty Insurance

Item start time 7:01 PM

Mr. Prado moved to approve the consent agenda items 1 – 11 as presented, Mr. Ybarra seconded and the Board of Trustees voted 6/0 to approve the item as presented. Motion passed.

Item end time: 7:05 PM.

Section end time: 7:05 PM.

CLOSED / EXECUTIVE SESSION

Section start time: 7:05 PM.

NOTICE: The Board of Trustees may elect to go into Closed Meeting any time during the meeting to discuss matters listed on the Agenda when authorized by the provisions of the Open Meetings Act, Chapter 551 of the Texas Government Code. In the event the Board of Trustees elects to go into Closed Meeting regarding an Agenda Item, the Board of Trustees will hold a Closed Meeting to discuss individual personnel matters including termination, litigation and other matters the Board deems necessary. Upon completion of Closed Meeting, the Board of Trustees may, in the open session, take such action as appropriate on items discussed in a Closed Meeting. If, during the course of the meeting, any discussion of any item listed on the agenda should be held in

Closed Meeting, the Board will convene in such Closed Meeting in accordance with Texas Government Code Sections 551.001 - 551.088. The Board members may take action in the open portion of the meeting on items discussed in the Closed Meeting but no action will be taken in closed session.

The Board will return to open session and take appropriate action, if any, on items discussed in closed session. No Action will be taken in closed session. Further, Board Members are reminded that all items discussed in closed session must remain confidential so as to avoid liability to the district. The Board will consider and discuss, the following items:

Closed Meeting pursuant to the Texas Open Meetings Act, Texas Government Code §§ 551.071, 551.072, 551.074, 551.076, 551.082, and 551.0821

1. Discussion concerning personnel matters pursuant to Texas Government Code Section 551.074.
2. Discussion on Superintendent Search pursuant to Texas Government Code Section 551.071 and 551.074

Section end time: 8:21PM.

DISCUSSION AND POSSIBLE ACTION

Section start time: 8:21PM.

1. Discussion and Possible Action to approve the Quarterly Progress Tracker *LSG

Item start time: 8:21 PM.

Angelina Osteguín, Board President, was called to present and answer questions related to this item.

Mrs. Flores moved to approve the item as presented, Mr. Ybarra seconded, and the Board of Trustees voted 6/0 to approve. Motion passed.

Item end time: 9:34 PM.

2. Discussion and possible action to approve Election Order calling for the regular election of trustees in single-member districts 1, 4, and 6 and calling a special election of trustee in single-member district 3.

Item start time: 9:34 PM

Mrs. Flores moved to approve the item as presented, Mrs. Prado seconded, and the Board of Trustees voted 6/0 to approve. Motion passed.

Item end time: 9:41 PM.

3. Discussion and action possible action on the Superintendent Search Process.

Item start time: 9:41 PM.

James Guerra, JG Consulting, was called to present and answer questions related to this item.

Mrs. Osteguín moved to approve the item as presented, Mr. Rodríguez seconded, and the Board of Trustees voted 6/0 to approve. Motion passed.

Item end time: 9:48 PM.

Section end time: 9:48 PM.

CITIZENS TO BE HEARD

Section start time: 9:48 PM.

1. *Tom Cummins*, South San AFT, addressed the Board regarding their true/false document that is used to educate AFT members, other staff, and the community, of the falsehoods about public schools and the accomplishments of charter schools. He also stated that South San AFT supports the TRE.

Section end time: 9:52 PM.

ADJOURNMENT

Mr. Mungia moved to adjourn the meeting, Mr. Ybarra seconded, and the Board of Trustees voted unanimously to adjourn the meeting at 9:52 PM.

ATTEST

Angelina Osteguín, Board President

Elda L. Flores, Board Secretary

NOTICE: This meeting of the Board of Trustees is authorized in accordance with the Texas Government Code, Sections 551.001 - 551.146. Verification of Notice of Meeting and Agenda are on file in the Office of the Superintendent. Closed meeting, if required and if authorized by the statute, will be conducted prior to the conclusion of the meeting for any item listed on this agenda.

BOARD'S TIME USE TRACKER

Framework	Activity	Minutes Used	% of Total Minutes Used	Notes
Vision	Student Outcome Goal Setting			
Vision	Student Outcome Goal Monitoring			
Vision	Constraints Setting			
Vision	Constraints Monitoring	24 Min.	15%	Presentation/Report #2
Accountability	Superintendent Evaluation			
Accountability	Board Self-Evaluation	73 Min.	47%	Discussion and Possible Action #1
Structure	Voting			
Advocacy	Community Engagement			
Advocacy	Student/Family Engagement			
Advocacy	Community Training			
Other	Other	59 Min.	38%	
Total Vision-focused Minutes		97	62%	
Total Minutes		156	100 %	76 Closed Session Minutes not included

Total Meeting 3 hours and 52 minutes = 232minutes
 232 - 76 closed session = 156 Total Tracker Minutes





Board of Trustees Time Management Log

Board Meeting: July 18, 2018

Regular Called

Section	Started	Ended	Total Time	Lone Star Governance
Call to order and Roll Call	6:00 PM	6:02 PM	2 Min.	Other
Total section time: 2 Min.				
Superintendent's Remarks – 14 Minutes	6:02 PM	6:04 PM	2 Min.	Other
Total section time: 2 Min.				
Presentations/Reports – 14 Minutes				
Item #1	6:04 PM	6:37 PM	33 Min.	Other
Item #2	6:37 PM	7:01 PM	24 Min.	Vision – Constraints Monitoring
Total section time: 57 Min.				
Consent – 14 Minutes				
Consent Items # 1-11	7:01 PM	7:05 PM	4 Min.	Other
Percentage of Consent Item Pulled 5% (total pulled divided by total consent items then times 100 = total percentages of pulled items)				
Total section time: 4 Min.				
Closed/Executive Session – 1 Hour				
Closed Session	7:05 PM	8:21 PM	76 Min.	N/A
Total section time: 76 Min.				
Discussion Possible Action – Minutes				
DPA Item #1	8:21 PM	9:34 PM	73 Min.	Accountability – Board Self Evaluation

**Board Goals*

- 1.) 14 minutes or less spent on each item*
- 2.) 2 hours total meeting time or less*

DPA Item #2	9:34 PM	9:41 PM	7 Min.	Other
DPA Item #3	9:41 PM	9:48 PM	7 Min.	Other
Total section time: 87 Min.				
Citizens to be heard	9:48 PM	9:52 PM	4 Min.	Other
Total section time: 4 Min.				
Adjournment	9:52 PM	9:52 PM	0 Min.	Other

Total Meeting Time: 232 Minutes

**Board Goals*

- 1.) 14 minutes or less spent on each item*
- 2.) 2 hours total meeting time or less*

July 18th Regular Called Staff Tracker

Title	Average Monthly Hours Preparing	Average Monthly Hours Attending	Average Monthly Hours Debriefing	Hourly Rate (E.g. Total Annual Compensation / 1920 Hours)	Total Hours x Hourly Rate
Superintendent Abelardo Saavedra	4	4	2	\$115.04	\$1,150.40
Senior Staff Members					
Delinda Castro	4	4	2	\$74.47	\$744.70
Lorraine De Leon	4	4	2	\$54.98	\$549.80
Michael Balderama	4	4	2	\$54.99	\$549.90
Criselda Bazaldua	4	4	2	\$49.01	\$490.10
Amy Shields	0	4	2	\$49.43	\$296.58
Cynthia Bills	4	4	2	\$47.82	\$478.20
Rosanna Mercado	3	4	0	\$50.84	\$355.88
Arla Maldonado Chapa	0	4	0	\$50.52	\$202.08
Julie Silva	1	4	1	\$46.26	\$277.56
Scott Laleman	1	4	0	\$48.42	\$242.10
Robert Zamora	0	4	0	\$47.31	\$189.24
Denise Orosco	1	4	1	\$47.82	\$286.92
Juan Zamora	18	4	2	\$74.91	\$1,797.84
Monica Lopez	0	4	0	\$49.80	\$199.20
Veronica Ramos	0	4	0	\$47.98	\$191.92
Jesse Berlanga	0	4	0	\$42.07	\$168.28
Scott Stephens	0	4	0	\$50.33	\$201.32

