

# 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 November 19, 2024, beginning at 5:31 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, Crystal Davila, Paola Gonzalez, Marshall Kendrick, and Nelda Sullivan. Vickie Morgan was absent. Ms. Gonzalez gave the invocation, and Mrs. Sullivan 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).** There were no public comments.

### **III. 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

### **IV. Reconvened in open session at 7:00 p.m.**

### **V. Discussion of the district's rating on the State Financial Integrity Rating System of Texas (FIRST) - *Tamika Alford-Stephens, Chief Financial Officer***

### **VI. Consent Agenda**

1. Informational Pages
2. Bid Items
  - A. Competitive Sealed Bids and/or Request for Competitive Sealed Proposals
    - Special Education Nonpublic School Placement Services, CSP #25P-006EZ
    - Grease Trap and Lift Station Service, CSP #25P-008LM
    - Vehicles for Nutrition Services, CSP #25P-010EZ

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

· October 1, 2024, through October 31, 2024

3. Minutes 10 22 24

4. Minutes 11 12 24

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

Motion passed by 6 to 0 vote.

## VII. Personnel Section

1. Consideration and possible approval of administrative personnel. Motion by Paola Gonzalez, seconded by Kenny Fernandez to approve administrative personnel. Ms. Gonzalez introduced Steven Friend, new principal at Pasadena High School.

Motion passed by 6 to 0 vote.

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

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

4. Discussion with the Texas Association of School Board consultant regarding superintendent search process and search schedule calendar - George Cazanias, TASB Consultant

5. Consideration and possible approval of the renewal of the On-Site Clinic, CSP #20P-032LP for a cost of \$792,623 to be paid through the health fund. Motion Nelda Sullivan, seconded by Paola Gonzalez to approve the renewal of the On-Site Clinic, CSP #20P-032LP for a cost of \$792,623 to be paid through the health fund.

Motion passed by 6 to 0 vote.

6. Consideration and possible approval of the renewal of the Employee Assistance Program (EAP) CSP #20P-050LP for a cost of \$90,780. Motion by Nelda Sullivan, seconded by Paola Gonzalez to approve the Employee Assistance Program (EAP) CSP #20P-050LP for a cost of \$90,780.

Motion passed by 6 to 0 vote.

7. Consideration and possible approval of the renewal of Medical and Rx Stop Loss Coverage Self-Funded Health Plan, CSP #23P-008LL, to Aetna Life Insurance Company for a cost of \$2,970,994 to be paid through the health fund. Motion by Marshall Kendrick, seconded by Nelda Sullivan to approve the renewal of Medical and Rx Stop Loss Coverage Self-Funded Health Plan, CSP #23P-008LL, to Aetna Life Insurance Company for a cost of \$2,970,994 to be paid through the health fund.

Motion passed by 6 to 0 vote.

8. Consideration and possible approval of award for Self-Funded Health Plan ASO Medical Product Services, CSP#21P-016LP to Aetna Life Insurance Company for a Cost of \$1,765,874 for fiscal year 2025. Motion by Nelda Sullivan, seconded by Crystal Davila to approve an award for Self-Funded Health Plan ASO Medical Product Services, CSP#21P-016LP to Aetna Life Insurance Company for a Cost of \$1,765,874 for fiscal year 2025.

Motion passed by 6 to 0 vote.

## **VIII. Educational Section**

1. Grants Department Spotlight - Presentation by Olivia Smith-Daugherty

2. Consideration and possible approval of a second interlocal agreement between Pasadena Independent School District and Texas Woman's University for internship and externship with no financial implication for additional students. Motion by Nelda Sullivan, seconded by Crystal Davila to approve second interlocal agreement between Pasadena Independent School District and Texas Woman's University for internship and externship with no financial implication for additional students.

Motion passed by 6 to 0 vote.

3. Consideration and possible approval of the 2024-2025 satellite site contract for the Region 4 Regional Day School Program for the Deaf in the amount of \$1,670,860 to be paid with local funds. Motion by Kenny Fernandez, seconded by Nelda Sullivan to approve the 2024-2025 satellite site contract for the Region 4 Regional Day School Program for the Deaf in the amount of \$1,670,860 to be paid with local funds.

Motion passed by 6 to 0 vote.

4. Consideration and possible approval of the 2024-2025 21st Century Community Learning Centers, Cycle 12, Year 2 continuation grant award in the amount of \$2,000,000. Motion by Marshall Kendrick, seconded by Nelda Sullivan to approve the 2024-2025 21st Century Community Learning Centers, Cycle 12, Year 2 continuation grant award in the amount of \$2,000,000.

Motion passed by 6 to 0 vote.

5. Consideration and possible approval of the 2024-2025 Harris County Department of Education CASE for Kids Partnership grant award for Frazier Elementary in the amount of \$30,000 and the corresponding interlocal agreement. Motion by Kenny Fernandez, seconded by Nelda Sullivan to approve the 2024-2025 Harris County Department of Education CASE for Kids Partnership grant award for Frazier Elementary in the amount of \$30,000 and the corresponding interlocal agreement.

Motion passed by 6 to 0 vote.

6. Consideration and possible approval of two (2) additional support counselor positions for the School-Based Mental Health Services Grant. Motion by Kenny Fernandez, seconded by Paola Gonzalez to approve two (2) additional support counselor positions for the School-Based Mental Health Services Grant.

Motion passed by 6 to 0 vote.

IX. **Student Achievements - *For Information Only***

X. **Financial Section**

1. Consideration and possible approval of budget amendments for October 2024. Motion by Marshall Kendrick, seconded by Nelda Sullivan to approve budget amendments for October 2024.

Motion passed by 6 to 0 vote.

XI. **Operations Section**

1. Consideration and possible approval of the Design Development Phase for the New Softball Complex Replacement Project. - Presentation by Roger Brownlow, Cre8 Architects. Motion by Marshall Kendrick, seconded by Kenny Fernandez to approve the Design Development Phase for the New Softball Complex Replacement Project.

Motion passed by 6 to 0 vote.

2. Consideration and possible approval of Allowance Expenditure Authorization (AEA) No. 013 for the 2022 Bond CTE Classroom and Lab Improvements Project at Sam Rayburn High School in the credit amount of \$3,931.91. Motion by Nelda Sullivan, seconded by Crystal Davila to approve Allowance Expenditure Authorization (AEA) No. 013 for the 2022 Bond CTE Classroom and Lab Improvements Project at Sam Rayburn High School in the credit amount of \$3,931.91.

Motion passed by 6 to 0 vote.

3. Consideration and possible approval of Allowance Expenditure Authorization (AEA) No. 014 for the 2022 Bond CTE Classroom and Lab Improvements Project at Sam Rayburn High School in the amount of \$33,830.75. Motion by Kenny Fernandez, seconded by Nelda Sullivan to approve Allowance Expenditure Authorization (AEA) No. 014 for the 2022 Bond CTE Classroom and Lab Improvements Project at Sam Rayburn High School in the amount of \$33,830.75.

Motion passed by 6 to 0 vote.

4. Consideration and possible approval of an HVAC Testing and Balancing Services Agreement with National Precisionaire, LLC for the 2022 Bond New Williams Elementary School Replacement Project in the amount of \$66,500. Motion by Nelda Sullivan, seconded by Crystal Davila to approve an HVAC Testing and Balancing Services Agreement with National Precisionaire, LLC for the 2022 Bond New Williams Elementary School Replacement Project in the amount of \$66,500.

Motion passed by 6 to 0 vote.

5. Consideration and possible approval of a Mechanical, Electrical and Plumbing (MEP) Commissioning Services Agreement with McKinstry Essention, LLC for the 2022 Bond New Williams Elementary School Replacement Project in the amount of \$70,000. Motion by Marshall Kendrick, seconded by Nelda Sullivan to approve a Mechanical, Electrical and Plumbing (MEP) Commissioning Services Agreement with McKinstry Essention, LLC for the 2022 Bond New Williams Elementary School Replacement Project in the amount of \$70,000.

Motion passed by 6 to 0 vote.

6. Consideration and possible approval of a Material Testing Services Agreement with Raba Kistner, Inc. for the 2022 Bond New Williams Elementary School Replacement Project in the amount of \$134,725. Motion by Nelda Sullivan, seconded by Kenny Fernandez to approve a Material Testing Services Agreement with Raba Kistner, Inc. for the 2022 Bond New Williams Elementary School Replacement Project in the amount of \$134,725.

Motion passed by 6 to 0 vote.

7. Consideration and possible approval of Allowance Expenditure Authorization (AEA) No. A-025 for the 2017 Bond Transportation Center Replacement Project in the amount of \$39,981. Motion by Nelda Sullivan, seconded by Kenny Fernandez to approve Allowance Expenditure Authorization (AEA) No. A-025 for the 2017 Bond Transportation Center Replacement Project in the amount of \$39,981.

Motion passed by 6 to 0 vote.

8. Consideration and possible approval of Allowance Expenditure Authorization (AEA) No. A-026 for the 2017 Bond Transportation Center Replacement Project in the credit amount of \$4,360. Motion by Kenny Fernandez, seconded by Nelda Sullivan to approve Allowance Expenditure Authorization (AEA) No. A-026 for the 2017 Bond Transportation Center Replacement Project in the credit amount of \$4,360.

Motion passed by 6 to 0 vote.

9. Consideration and possible approval of Allowance Expenditure Authorization (AEA) No. A-032 for the 2017 Bond Transportation Center Replacement Project in the amount of \$49,364. Motion by Crystal Davila, seconded by Nelda Sullivan to approve Allowance Expenditure Authorization (AEA) No. A-032 for the 2017 Bond Transportation Center Replacement Project in the amount of \$49,364.

Motion passed by 6 to 0 vote.

10. Consideration and possible approval of Allowance Expenditure Authorization (AEA) No. 08 for the 2022 Bond New Parks Elementary School Replacement Project in the amount of \$53,603. Motion by Kenny Fernandez, seconded by Nelda Sullivan to approve Allowance Expenditure Authorization (AEA) No. 08 for the 2022 Bond New Parks Elementary School Replacement Project in the amount of \$53,603.

Motion passed by 6 to 0 vote.

11. Consideration and possible approval of Final Change Order No. 001 for the 2022 Bond Roof Replacements Package 1 Project in the credit amount of \$5,284.50. Motion by Kenny Fernandez, seconded by Nelda Sullivan to approve Final Change Order No. 001 for the 2022 Bond Roof Replacements Package 1 Project in the credit amount of \$5,284.50.

Motion passed by 6 to 0 vote.

12. Consideration and possible approval of Allowance Expenditure Authorization (AEA) No. 004 for the 2022 Bond Roof Replacements Package 2 Project at Burnett Elementary School in the credit amount of \$5,906.53. Motion by Marshall Kendrick, seconded by Nelda Sullivan to approve Allowance Expenditure Authorization (AEA) No. 004 for the 2022 Bond Roof Replacements Package 2 Project at Burnett Elementary School in the credit amount of \$5,906.53.

Motion passed by 6 to 0 vote.

13. Consideration and possible approval of Final Change Order No. 001 for the 2022 Bond Roof Replacements Package 2 Project in the credit amount of \$378,415.23. Motion by Kenny Fernandez, seconded by Nelda Sullivan to approve Final Change Order No. 001 for the 2022 Bond Roof Replacements Package 2 Project in the credit amount of \$378,415.23

Motion passed by 6 to 0 vote.

14. Consideration and possible approval of Allowance Expenditure Authorization (AEA) No. 10 for the 2022 Bond HVAC Replacement Group 1, Package 1 Project at Frazier Elementary School, and Burnett Elementary School in the amount of \$29,668.23. Motion by Kenny Fernandez, seconded by Nelda Sullivan to approve Allowance Expenditure Authorization (AEA) No. 10 for the 2022 Bond HVAC Replacement Group 1, Package 1 Project at Frazier Elementary School, and Burnett Elementary School in the amount of \$29,668.23.

Motion passed by 6 to 0 vote.

15. Consideration and possible approval of a non-professional services contract between PISD and the City of Pasadena for summer camp transportation services. Motion by Kenny Fernandez, seconded by Nelda Sullivan to approve a non-professional services contract between PISD and the City of Pasadena for summer camp transportation services.

Motion passed by 6 to 0 vote.

16. Consideration and possible approval to restructure the Bond Program Management Team to meet the needs of the district. Reclassification of the Bond Project Controls Manager to Bond Program Manager, Data Governance and Reporting E06 position to be paid by the Bond Program Management Budget. Motion by Marshall Kendrick, seconded by Nelda Sullivan to give approval to restructure the Bond Program Management Team to meet the needs of the district. Reclassification of the Bond Project Controls Manager to Bond Program Manager, Data Governance and Reporting E06 position to be paid by the Bond Program Management Budget.

Motion passed by 6 to 0 vote.

17. Consideration and possible approval of the conveyance of a storm sewer easement, located at the northeast property line of the Maintenance, Operations and Warehouse Facility, adjacent to South Shaver Street. Motion by Nelda Sullivan, seconded by Crystal Davila to approve the conveyance of a storm sewer easement, located at the northeast property line of the Maintenance, Operations and Warehouse Facility, adjacent to South Shaver Street.

Motion passed by 6 to 0 vote.

18. Consideration and possible approval of Change Order No. 001 for the 2022 Bond Safety & Security Project in the amount of \$1,220,000. Motion by Marshall Kendrick, seconded by Nelda Sullivan to approve of Change Order No. 001 for the 2022 Bond Safety & Security Project in the amount of \$1,220,000.

Motion passed by 6 to 0 vote.

**XII. Construction Update - For Information Only**

**XIII. Miscellaneous Section**

1. Consideration of and possible approval of the adoption of a resolution casting votes for candidates of its choice to be appointed to serve on the Board of Directors of the Harris Central Appraisal District. Motion by Nelda Sullivan, seconded by Kenny Fernandez to allocate all votes for Mike Sullivan. Amended motion by Ms. Gonzalez, seconded by Crystal Davila to cast all votes for Martina Lemond Dixon who is a sitting school board member to better represent school districts. The motion to amend failed. Mr. Phelan abstained. The first motion was passed to approve the adoption of a resolution casting all votes for Mike Sullivan to be appointed to serve on the Board of Directors of the Harris Central Appraisal District.

Motion passed by 3 to 0 vote.

1 absention

2. Public Comments according to BED (LOCAL) - Related to topics not listed on the agenda (30-minute allotment). There were no public comments.
3. Set date for next regular meeting on Tuesday, January 21, 2025. Motion by Kenny Fernandez, seconded by Crystal Davila to approve Tuesday, January 21, 2025, as the date of the next regular meeting.

Motion passed by 6 to 0 vote.

**XIV.Adjournment.** The meeting was adjourned at 8:00 p.m.

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President, Board of Trustees

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Assistant Secretary, Board of Trustees

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Date Approved