

MINUTES OF THE BOARD OF TRUSTEES EAGLE PASS INDEPENDENT SCHOOL DISTRICT

The Board of Trustees of the Eagle Pass Independent School District held a Board Workshop on March 25, 2014, at 6:00 P.M. at the District Service Center Board Room, 1420 Eidson Road, Eagle Pass, TX 78852.

Board Members Present:

Mr. Ignacio J. Saucedo, President
Ms. Glenna Purcell, Vice-President
Ms. Lupita Fuentes Secretary
Mr. Ramon Ramirez, Trustee
Dr. Hector Alvarez, Trustee arrived @ 6:10 P.M.
Mr. Benjamin Rodriguez III, Trustee
Mrs. Hilda P. Martinez, Trustee

Superintendent: Mr. Gilberto Gonzalez

Attorney: Absent

I. MEETING CALLED TO ORDER: Board President Ignacio J. Saucedo called the meeting to order at 6:05 P.M.

II. BOARD WORKSHOP:

1. DISTRICT REPORTS/PRESENTATIONS:

- A. Maintenance and Facilities Department
- B. Transportation Department
- C. Food Service Department
- D. Athletics Department
- E. Health Services Department

Eduardo Trevino, Assistant Superintendent for District Operations welcomed the Board of Trustees and the Superintendent and thanked them for allowing them the opportunity to make this presentation. Mr. Trevino stated that the district has been in a financial crisis for the past three (3) years and is doing the best with what each department has been allocated with. At this time administrators made their presentation as follows:

A. Maintenance & Facilities Department- Pedro Felan, Maintenance & Facilities Director provided a brief description of his years of service with the district, education, certifications, licenses, and trainings. The department has state licensed employees in the electric, plumbing and HVAC fields and they attend yearly continuing education courses for certifications. All employees in the department go through training, and the employee handbook is also provided to all employees. A *Department Handbook* has been recently created and is pending Human Resources review. Mr. Felan went over the department's organizational chart, employee daily schedules, and assignments/operations. Also reviewed were procedures for purchasing materials, work orders, fire safety, absenteeism, 2013-14 budget, and the department's Mission Statement. **Department needs, issues, and concerns were also discussed with the Board.**

B. Transportation Department- Mr. Humberto Araiza, Transportation Director, provided a brief description of his years of service with the district, education, certification, licenses, and trainings. Mr. Araiza addressed the Board on employee trainings, which included safety & security procedures, good working habits, and the type of licenses needed to operate a district school bus. Random drug testing on bus drivers are preformed, and Employee Handbooks are provided to all employees. Also addressed was the employee absenteeism, bus overloads, driver schedules, turnover of employees, student pickup/drop-off, employee/student conduct on buses and transportation funding. **Department needs, issues, and concerns were also discussed with the Board.**

C. Food Service Department- Mr. Humberto Araiza, Transportation Director made the presentation for this department. There are a total of 340 food service employees, which includes the managers, assistant managers, cooks, secretaries, warehouse staff, and administration. The district is regulated by the Offer Versus Service method, which is designed to reduce food waste, and food costs, offering a child a choice to preorder a meal. It is also designed to promote good food habits and nutritional education. (More vegetables and fruits) Nutritional Facts comes in CN Labels (Child Nutrition Label) in all food items and have been approved by USDA. The CN Labeling Program, are generally purchased by food service providers and clearly identified with contribution of the products and meal patterns requirements. **Department needs, issues, and concerns were also discussed with the Board.**

D. Athletic Department- Mr. Edward Graf, Athletic Director addressed the Board of Trustees and presented the athletic department procedures and guidelines. Eagle Pass ISD is a member of UIL and is guided by the rules set forth in the UIL Constitution and Contest Rules. Schools are aligned by enrollment every two years. The enrollment numbers for Eagle Pass ISD 2014-2016 are as follows: EPHS is now a 6A school with an enrollment of 2258 and CC Winn is a 5A school with an enrollment of 1992. The athletic department has 170 coaching positions, 4 certified athletic trainers, 7 athletic grounds maintenance crewmembers, 8 elementary grounds maintenance crewmembers, 9 SAC custodians and grounds maintenance crewmembers, 1 athletic dept. secretary, 1 clerk, and 1 athletic director. There is 26 high school athletic programs, which 1442 high school students participated in the 2013-2014 school year, and 16 junior high school programs, which 1178 students participated in the 2013-2014 school year, for a total of 474 home games and 571 were played away. Educational values and sportsmanship, teamwork, discipline, responsibility leadership, respect for self and others, and commitment are always emphasized through completions. Coaches are teachers first, all coaches receive certification from UIL on a yearly basis for completion of the Rules Compliance Program. Coaches are also certified in CPR, AED and First Aid. **Department needs, issues, and concerns were also addressed with the Board.**

E. Health Services Department- Minerva Rankin, RN Nurse Coordinator addressed the Board of Trustees with the department's procedures and guidelines. Services are provided to all 24 campuses in the district-PK-12th grade with an enrollment of 15,000 students. RN's, LVN's, and CNA assignments were addressed, explanation of types of medications, clinical visits, management of chronic health problems, students with special needs, basic student health services were discussed. Staff training includes good bookkeeping (reports), duties, and responsibilities, hands-on orientation for substitute nurses, sexual harassment training, and student information portal program. In-services are conducted on student needs, immunization clinics, and state mandated screening, referrals, first aid, and certifications. The health department has been in operation without a medical director, therefore rely on the following references: Texas Board of Nursing, TX Guide to School Health Programs, School Nurse Consultant, DSHS, Region 20, Educational Specialist, National Association of School Nurses, TX School Nurses Organization, School Nurse Connection, and US Dept. of Health & Human Services Center for Disease Control & Prevention. **Department needs, issues, and concerns were discussed with the Board.**

III. ADJOURNMENT:

There, being no further business the meeting was adjourned at 9:45 P.M. Motion by Trustee Martinez second by Trustee Ramirez. **Granted 7/0**

WE AFFIRM THAT THESE MINUTES ARE OFFICIAL, COMPLETE, AND CORRECT.

PRESIDENT _____

SECRETARY _____

DATE MINUTES APPROVED: _____

DATE MINUTES SIGNED: _____

MINUTES OF THE BOARD OF TRUSTEES EAGLE PASS INDEPENDENT SCHOOL DISTRICT

The Board of Trustees of the Eagle Pass Independent School district held a Regular Meeting on April 08, 2014, at 6:00 P.M. at District Service Center Board Meeting Room, 1420 Eidson Road, Eagle Pass, TX 78852

Board Members Present:

Mr. Ignacio J. Saucedo, President
Ms. Glenna Purcell, Vice President
Ms. Lupita Fuentes, Secretary
Mr. Ramon Ramirez, Trustee
Dr. Hector Alvarez, Trustee
Mr. Benjamin Rodriguez, III, Trustee
Mrs. Hilda P. Martinez, Trustee

Superintendent of Schools: Mr. Gilberto Gonzalez

Attorney: Mr. Richard Strieber, Law Firm of Escamilla & Poneck

Staff Members and Visitors Present: The sign-in sheet hereby becomes a part of these minutes.

I. MEETING CALLED TO ORDER: Board President Ignacio J. Saucedo called the meeting to order at 6:02P.M.

II. PLEDGE OF ALLEGIANCE: Mr. Gilberto Gonzalez, Superintendent led the Pledge of Allegiance.

III. CITIZEN'S COMMUNICATION/ RECOGNITIONS: No one signed up for the Citizen's Communication.

1. **Recognition of Roberto Tovar, Memorial Jr. High School employee for his heroic action.** Public Relations Officer Melissa Gratkowski made the presentation and recognized Mr. Robert Tovar, Custodian MJH, who made a heroic move and helped a student who was gasping for air. Mr. Tovar noticed and approached the student and padded him on the back until food particles were dislodged and the student was able to breathe again. Mr. Tovar was presented with a plaque and a group picture with the board, superintendent, and principal was taken.
2. **Recognition of Graves Elementary Varsity Tigerettes Dance Team.** Public Relations Officer Melissa Gratkowski made the presentation of the Graves Elementary Varsity Tigerettes Dance Team who brought two 1st place dance competition and two national championship titles. Certificates were awarded and a group picture with the board and superintendent was taken.
3. **Recognition of Eagle Pass Jr. High School Diamondette Dance Team for their accomplishment as National Champions in Pomp Category and Second Place in Jazz Open Category at the Moody Gardens Competition in Galveston, Texas.** Public Relations Officer Melissa Gratkowski made the presentation of the Eagle Pass Jr. High school Diamondette Dance Team who won the National Champions in Pomp category and 2nd place in Jazz open category. The team was awarded with a plaque and a group picture with the board and superintendent was taken.
4. **Recognition of Eagle Pass High School students Yoseline Sandoval, Alfonso Ainslie, and CC Winn High School students Karla Santos and Ashley Franco for University of Texas at Austin's Recognition as Exemplary Migrant Students.** Public Relations Officer Melissa Gratkowski made the presentation of the students who were selected as one of the 2014 Exemplary Migrant Students

from the University of Texas at Austin Migrant Student Graduation Enhancement Program. They were recognized during the ceremony and appeared in the 2014 Student Publication and Program's Promotional Poster. A group pictures with the board, and superintendent was taken.

IV. DISTRICT REPORTS/PRESENTATIONS:

1. **Financial Report.** SAC Funds were closed out last year as all projects were completed at the SAC. We would need to get additional funds from Capital Projects for any type of expense needed for SAC. The soccer fields and baseball fields still not in good shape. Board president directs superintendent to meet with architect and athletic director to look into getting these fields up to par.
2. **Utility Report.** No questions from the Board.
3. **Tax Collection Report.** No questions from the Board.
4. **Review Investment Officer's Quarterly Report of Investment Transactions for all Funds for the Quarter ended February 28, 2014.** Ismael Mijares, Assist. Supt. for Business & Finance briefly reviews the Quarterly Report.

V. ACTION ITEMS:

1. Consider and take appropriate action on the request to approve a Joint Election Agreement between Eagle Pass Independent School District and Maverick County, Texas for November 4, 2014, Joint Election. **Motion by Trustee Purcell second by Trustee Fuentes to approve Joint Election Agreement. Granted 7/0.**
2. Consider and take appropriate action on the request to hold a Trustee Election according to the Laws of the State of Texas on November 4, 2014, for Place 1, 3, 4, and 5. **Motion by Trustee Rodriguez second by Trustee Martinez to hold a Trustee Election for Place 1 (2 year term), Place 3 (4 year term), Place 4 (4 year term), and Place 5 (4 year term). Granted 7/0.**
3. Consider and take appropriate action on the request to award Sealed Proposal No. 140103 for Interior Remediation Replacement Services for the Language Development Center and the Board delegates the Superintendent or Designee the authority to make related budgeted purchases of goods or services as per Board Policy CH. **Motion by Trustee Purcell second by Trustee Fuentes to award Seal Proposal No. 140103-Aguila Construction. Granted 7/0.**
4. Consider and take appropriate action on the request to approve the E-Rate Year 17 Application. **Motion by Trustee Rodriguez second by Trustee Alvarez to approve the E-Rate Year 17 Application. Granted 7/0.**
5. Consider and take appropriate action on the request to award request for Proposal No. 140304 for the contracted services of E-Rate Year Seventeen (17) Project and the Board delegates the Superintendent or Designee the authority to make related budgeted purchases of goods or services as per Board Policy (CH). **Motion by Trustee Purcell second by Trustee Martinez to award Proposal No.140304. Granted 7/0.**
6. Consider and take appropriate action on the request to amend the Capital Projects Fund Budget. **Motion by Trustee Purcell second by Trustee Martinez. Granted 7/0.**

7. Consider and take appropriate action on the request to certify all items listed on the instructional materials allotment and TEKS Certification, 2014-2015. **Motion by Trustee Purcell second by Trustee Fuentes. Granted 7/0.**

VI. CONSENT:

It was the consensus of the Board to consider item(s) 1 - 6 in One Motion. **Motion by Trustee Martinez second by Trustee Fuentes including the removal of Policy Change BDD (Local). Granted 7/0.**

1. Consider and take appropriate action on the request to approve the minutes of the March 18, 2014, (Regular) Board Meeting. **Item previously considered.**
2. Consider and take appropriate action on the request to approve the Intergovernmental Agreement for Services and Equipment between Eagle Pass ISD and Maverick County. **Item previously considered.**
3. Consider and take appropriate action on the request to approve the Middle Rio Grande Development Council's Solid Waste Grant Interlocal Agreement-Source Reduction and Recycling. **Item previously considered.**
4. Consider and take appropriate action on the request to approve Policy Update 99 as received from the Texas Association of School Boards (TASB). **Item previously considered.**
5. Consider and take appropriate action on the request to amend the General Fund Budget. **Item previously considered.**
6. Consider and take appropriate action on the request to approve the 2014-2015 School Calendar. **Item previously considered.**

VII. CLOSED SESSION: Pursuant to Sections 551.071, 551.072, 551.074, 551.076, 551.082, 551.083, and 551.084, Texas Government Code:

The Board adjourned into Closed Session at 7:30 P.M. Pursuant to Section §551.071, §551.072, §551.074, §551.076, §551.082, §551.083 and §551.084 of the Texas Government Code. **Motion by Trustee Ramirez second by Trustee Fuentes. Granted 7/0.**

1. The Board will discuss the request to hire personnel to fill vacancies pursuant to TGC 551.074.
2. The Board will discuss the request to approve Term Contracts as presented.

VIII. OPEN SESSION:

The Meeting Reconvened at 8:06 P.M.

The Board will consider and take appropriate action on item(s) discussed in Closed Session.

1. Consider and take appropriate action on the request to hire personnel to fill vacancies pursuant to TGC 551.074. **Motion by Trustee Fuentes second by Trustee Ramirez to approve to hire personnel to fill vacancies as discussed in closed session. Granted 7/0**

2. Consider and take appropriate action on the request to approve Term Contracts as presented. **Motion by Trustee Ramirez second by Trustee Alvarez to approve Term Contracts as presented. Granted 7/0. Abstain: Ramirez- from CC Winn employee ID# 5059, Martinez- from Sam Houston employee ID#7296, Purcell- from EPH employee ID#4256 & CC Winn employee ID#4024, Fuentes- MJH employee ID#6991 & ID#8052.**

IX. CORRESPONDENCE AND INFORMATION:

Ismael Mijares, Assistant Superintendent for Business & Finance commented on the TASB insurance deductibles for EPISD- for vandalism, theft would be \$10,000. Tornado disaster or wind factors \$100,000. Flooding \$1000.00 (LDC)

X. ADJOURNMENT:

There being no further business, the meeting adjourned at 8:08 P.M. **Motion by Trustee Martinez second by Trustee Rodriguez. Granted 7/0.**

WE AFFIRM THAT THESE MINUTES ARE OFFICIAL, COMPLETE, AND CORRECT.

PRESIDENT _____ **SECRETARY** _____

DATE MINUTES APPROVED: _____

DATE MINUTES SIGNED: _____

MINUTES OF THE BOARD OF TRUSTEES EAGLE PASS INDEPENDENT SCHOOL DISTRICT

The Board of Trustees of the Eagle Pass Independent School District held a Special Board Meeting Board Workshop on April 29, 2014, 6:00 P.M. at the District Service Center, 1420 Eidson Road, Eagle Pass, TX 78852.

Board Members Present:

Mr. Ignacio J. Saucedo, President
Ms. Glenna Purcell, Vice-President
Ms. Lupita Fuentes, Secretary
Mr. Ramon Ramirez, Trustee
Dr. Hector Alvarez, Trustee
Mr. Benjamin Rodriguez III, Trustee

Board Members Absent:

Mrs. Hilda P. Martinez, Trustee

Superintendent: Mr. Gilberto Gonzalez

Attorneys: Mr. Richard Strieber, and Mr. Philip Marzec, Escamilla & Poneck, Law Firm.

I. MEETING CALLED TO ORDER: Board President Ignacio J. Saucedo called the meeting to order at 6:01 P.M.

II. CLOSED SESSION: Pursuant to Sections 551.071, 551.072, 551.074, 551.082, 551.083 and 551.084 Texas Government Code: PERSONNEL MATTERS: Under Section 551.074 Texas Government Code, to deliberate the appointments, employment, evaluations, reassignments, duties, discipline, or dismissal of public officers or employee; or to hear complaints or charges against an officer or employee:

The Board adjourned into Closed Session at 6:02 P.M. Pursuant to Section §551.071, §551.072, §551.074, §551.082, §551.083, and §551.084 of the Texas Government Code. **Motion by Trustee Ramirez second by Trustee Purcell. Granted 6/0.**

1. The Board will conduct a hearing on the proposal to terminate the Non-Chapter 21 Term Contract of Pedro Garcia for good cause. (TGC 551.074)
2. Consider the evidence presented in the hearing on the proposal to terminate the Non-Chapter 21 Term Contract of Pedro Garcia for good cause and consult with attorney on matter. (TGC 551.0971 and 551.074)

III. OPEN SESSION: The meeting reconvened at 7:47 P.M.

1. **The Board will take action on the proposal to terminate the Non-Chapter 21 Term Contract of Pedro Garcia.** Motion by Trustee Ramirez second by Trustee Rodriguez III to terminate the Non-Chapter 21 Term Contract of Pedro Ramirez as the reason given in the support of the Superintendent recommendation to terminate the Non-Chapter 21 Term Contract of Pedro Garcia and set forth in the notice given to him have been proven by a preponderance of the evidence and constitute good cause for termination of his Non-Chapter 21 Term Contract, are lawful, are not arbitrary or capricious, and that the Board hereby elects to terminate the Non-Chapter 21 Term Employment Contract of Pedro Garcia effective April 30, 2014. **Granted 6/0**

IV. ADJOURNMENT:

There, being no further business the meeting was adjourned at 7:48 P.M. Motion by Trustee Ramirez second by Trustee Fuentes. Granted 6/0.

WE AFFIRM THAT THESE MINUTES ARE OFFICIAL, COMPLETE, AND CORRECT.

PRESIDENT _____

SECRETARY _____

DATE MINUTES APPROVED: _____

DATE MINUTES SIGNED: _____

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Board Members Absent:

Mrs. Hilda P. Martinez, Trustee

Superintendent: Mr. Gilberto Gonzalez

Attorneys: Mr. Richard Strieber, and Mr. Philip Marzec, Escamilla & Poneck, Law Firm.

I. MEETING CALLED TO ORDER: Board President Ignacio J. Saucedo called the meeting to order at 6:01 P.M.

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1. The Board will conduct a hearing on the proposal to terminate the Non-Chapter 21 Term Contract of Pedro Garcia for good cause. (TGC 551.074)
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SECRETARY _____

DATE MINUTES APPROVED: _____

DATE MINUTES SIGNED: _____