

No. _____



UNITED INDEPENDENT SCHOOL DISTRICT AGENDA ACTION ITEM

TOPIC Board Minutes

SUBMITTED BY: Karen Winch **OF:** Board Secretary

APPROVED FOR TRANSMITTAL TO SCHOOL BOARD: April 16, 2008

RECOMMENDATION:

It is recommended that the United ISD Board of Trustees take action to approve Board Meeting minutes:

February 11, 2008 – Board Workshop
March 26, 2008 - Regular Board Meeting

RATIONALE:

State law requires the Board to prepare and keep minutes of its open meeting. Govt. Code §551.021. The minutes are public records available for public inspection and copying upon request to the Superintendent or his designee. Govt. Code § 551.022

BUDGETARY INFORMATION

No Budget Impact

BOARD POLICY REFERENCE AND COMPLIANCE:

This is in compliance and in accordance with Board Policy BE and BE (LOCAL).

Board Workshop
The State of Texas
United Independent School District
The County of Webb

February 11, 2008

In Attendance

Roberto J. Santos, Superintendent of Schools

Board of Trustees

John M. Bruce – President - absent
Ricardo Molina – Vice President
Juan Molina – Secretary
Pat Campos – Parliamentarian
Francisco "Pancho" Gonzalez - absent
William "Bill" Johnson – Member - absent
Juan Roberto Ramirez – Member

A Board Workshop of the Board of Trustees of United ISD was held Monday, February 11, 2008, beginning at 7:20 P.M. in the United ISD Administrative Offices at 201 Lindenwood 78045.

- I. Roll Call, Establish Quorum, Call to Order**
- II. An announcement was made by the Board Vice-President calling the meeting of the United Independent School District to order. The record showed that a quorum of Board Members was present, that the meeting was duly called, and that notice of the meeting was posted in accordance with the Texas Open Meetings Act, Texas Government Code Chapter 551.**
- III. Board Workshop - Presentation of DATE Grant**

Ms. Laida Benavides, Assistant Superintendent for Business and Finance, addressed the Board saying they were bringing the Board an update on the DATE Grant. She said the acronym stands for District Awards for Teacher Excellence. Ms. Benavides explained that several of our campuses have received various teacher incentive grants. She said if the Board moves forward with the grant, it would have financial implications because of the requirement for matching funds.

Mr. Santos, Superintendent, said that one of the concerns they always have is the "matching" part of any of the grants.

Ms. Edie Landeck, Director of Grants Administration, presented an overview of the DATE grant. She said that the purpose of the grant was to come up with a district-wide plan in order to award incentives to individual teachers that are selected either based on targeted campuses, grade level, subject area or other criteria developed by the District. Ms. Landeck said the criteria and

descriptions for the grant are evolving. She said she had received an e-mail that afternoon regarding the matching funds. It indicated that the award would be approximately \$1.7 million and matching funds would be \$265,000 or 15% each year. Ms. Landeck said earlier projections of the percent of matching funds were much higher at 35%.

Ms. Landeck presented a chart indicating the grant criteria. She said they were looking at a short timeline as they must get a plan developed, approved, presented to the public and approved by the Board of Trustees by April 8, 2008. Ms. Landeck said they had concerns as this is the first year, and the grant is still evolving and involves teachers receiving incentive awards. Ms. Landeck referred to a problem with another grant where one teacher received her incentive in supplies instead of funds like the other teachers. She said this will be very difficult, and administration is leaning toward allowing this grant to go by until they are able to see what other districts are doing. She said there is going to be a conference soon where districts can share ideas on how to be fair to everyone.

Mr. Molina said it sounds like it is coming up very fast, and he felt that nothing that you do too fast is good. He said with the amount of money involved, it would not be good. Mr. Molina said he remembered that previously some people got money and others didn't, and it caused a problem.

Ms. Santos said we do not have all the information in order to move forward. Ms. Landeck asked how we could come up with a quarter of a million dollars so quickly. Mr. Santos said our recommendation was to look at Cycle II of the grant so we can have time to look at what other districts are doing. Mr. Molina commented that we should invest the \$250,000 in something that is working before we put it into a big conflict that we don't need.

Ms. Landeck commented that some campuses had already received funds from the District through other awards, and it might not be fair to others who had not received anything.

B. Proposed School Year 2008-2009 Budget

Ms. Benavides said they were looking at issues in the budget process and asked for feedback from the Board as to whether they had initiatives they would like in the budget for the coming year. Ms. Campos commented that she would like to see is Communities in Schools. Mr. Santos responded that they had just received the report that day, and they would review the report and get back to the Board.

Ms. Benavides said they had received numbers from the student support area and were working on staffing numbers. She said the opening of Killam Elementary necessitated the addition of staff and facilities to the budget. Once the principal was named, they would work with the principal to establish staff and facility needs. She said they would be bringing data to the Board after the Business Committee meeting. She presented the timeline for development of the budget and tax rate.

Mr. Santos commented that they would have the principals and staff present to discuss budgetary needs.

Mr. Ramirez asked what the population was currently. Ms. Benavides responded that it was approximately 39,000 students.

Ms. Benavides said that the campus principals had met with Finance, and Mr. Garza and his staff the previous week on staffing issues. They are looking closely at the high-growth areas in order to ensure that the campuses get the staff they need. Mr. Juan Molina said Mr. Johnson had

asked for a report on the numbers at the magnet schools to see if they are still transporting students to those campuses are not. Mr. Santos said they would get that information for the Board.

Ms. Benavides said staffing meetings would continue that week. She said boundary changes would not affect the middle schools. She said the campus budget training had been held during the past two weeks. Ms. Benavides said they would also be meeting with the departments such as Transportation, Food Services, and Shipping and Receiving as they are quite large. She said the Pre-K grant which brings in \$1.7 million will be continued for one more year, and they had told the campuses that they could staff them with full-day Pre-K. Killam Elementary was also being staffed with full day Pre-K.

Ms. Benavides said there had been an offer to purchase the Instructional building on 359. She said as they were having their budget meetings, they could discuss that issue. She said they would have to budget to either buy or lease it.

Another issue was the opening United High School in 2009. She said furniture and equipment needed to be purchased for a 3000 student campus. Ms. Benavides said Ms. Cordy Flores, Director of Purchasing, would prepare a prototype. Mr. Ramirez asked if the new high school would fall into the new budget. Mr. Santos responded that there would be some things that would not. Mr. Ramirez then asked about the Instructional building. Mr. Santos responded that there was a deadline when we needed to either purchase or not. He said everything that had been given until now was a credit. Mr. Ramirez asked if part of the old United High School would be converted into an Instructional building. Mr. Santos said part of it would be a campus and the other for various other uses.

Ms. Benavides said our state revenue projection may grow about \$7 million even being conservative on the special populations and using the enrollment numbers and attendance rates. She said on the tax side, local taxes cannot exceed if they want a rollback election which would be approximately \$4 million. Ms. Benavides said personnel needs are about 80% of the budget, so they need to be aware of that. In the past, the Board set aside approximately \$5 million for land. Ms. Benavides said for this budget we will see \$11 million more and add another \$5 million. She said we still have options because of our adequate fund balance.

Ms. Benavides said another plan they are looking at are buses and portable buildings. She said with rates going down, they have asked how much they can borrow and still keep our payment what it is now. She said this financing may not affect the \$11 million. Mr. Ramirez asked about the Coca Cola funds, and Ms. Benavides said they are almost all committed. She said Ms. Stahl, Internal Auditor, always audits this area. Mr. Ramirez asks if there is some other product out there that might bring in additional funding. Ms. Benavides said we have to be careful that we do not end up competing against our campuses that do fund-raising.

Ms. Benavides said they will bring them a balanced budget and in Friday's packet they will send them the initiatives.

Mr. Juan Molina said he had received calls from a number of teachers saying they had heard that we had stopped construction at the new United High School because we had run out of funds. He asked if we could have the camera on the area like was done at Lamar Bruni-Vergara when it was being built. Mr. Hector Perez, Executive Director of Technology, said they do not have a building there where they can put the lines.

Mr. Santos advised the Board that they would be having a Blue Ribbon Committee meeting the coming week. He said the feeling he was getting was that they would support a bond in

November. The Superintendent said they had shared information regarding the six elementary and two middle schools. He said Ms. Juarez would be doing a presentation on the ninth grade campuses. Mr. Santos said he had the feeling the Blue Ribbon Committee would want a "cafeteria" style to the bond. He added that they would have a presentation regarding the cost of building and renovations.

Mr. Ramirez said not to forget the space that was needed for personnel such as the Police Department and Communications. Mr. Santos said that they also needed to look at Shipping and Receiving and Transportation.

X. Adjournment

There being no further business before the Board of Trustees, the Board Workshop of February 11, 2008 was adjourned at 8:26 p.m.

John M. Bruce – President

Juan A. Molina, Jr. - Secretary

Regular Meeting
The State of Texas
United Independent School District
The County of Webb

March 26, 2008

In Attendance

Roberto J. Santos, Superintendent of Schools

Board of Trustees

John M. Bruce – President
Ricardo Molina – Vice President - absent
Juan Molina – Secretary
Pat Campos – Parliamentarian
Francisco “Pancho” Gonzalez
William “Bill” Johnson – Member
Juan Roberto Ramirez – Member

A Regular meeting of the Board of Trustees of United ISD was held Wednesday, March 26, 2008, beginning at 6:30 P.M. in the United ISD -Student Activity Complex, Fine Arts Building, 5208 Santa Claudia Lane, Laredo TX 78043.

- I. Roll Call, Establish Quorum, Call to Order**

- II. Pledge of Allegiance**

- III. An announcement was made by the Board President calling the meeting of the United Independent School District to order. The record showed that a quorum of Board Members was present, that the meeting was been duly called, and that notice of the meeting was posted in accordance with the Texas Open Meetings Act, Texas Government Code Chapter 551.**

- IV. Recognitions**

The Board of Trustees and Superintendent Santos congratulated the following students and staff on their accomplishments. All were presented with certificates.

- A. **First Place Regional Christmas Holiday Card Contest and 2nd place Child Find Contest**
- B. **TEA Statewide Texas Landscapes and Celebrations Art Contest Exhibit in Austin, TX**
- C. **State Wide Calendar Contest "Treasures of the Texas Coast" run by the Texas Land Commission**
- D. **3rd Place Statewide TXDOT Aviation "Airfield" Calendar Contest age Group 10-13**

V. **Public Comments: Comments are limited to three minutes per speaker. The Board Parliamentarian will be the timekeeper and will inform the speaker when they have one (1) remaining minute. No more than three (3) persons will be allowed to speak on any side of an issue. Should there be more than three (3) people who wish to speak on a particular issue they need to select not more than three (3) representatives to speak for them. Comments must address items listed on the agenda. The presiding officer or designee shall determine whether a person who wishes to address the Board has attempted to solve a matter administratively. If not, the person shall be directed to the appropriate policy, as noted in BED (LOCAL), to seek resolution before bringing the matter to the Board at a subsequent meeting.**

Pursuant to 551.042 of the Texas Government Code, no Board Member or Administrator may respond to a member of the public, unless such response is a recitation of District policy or a statement of specific factual information.

No one came forward to speak during Public Comments.

Mr. Bruce asked that Item IX-D be addressed before Closed Session.

IX-D – Approval of an Order Authorizing the Issuance of United Independent School District Tax Refunding Bonds – Series 2008 – and Other Matters Related Thereto

Ms. Laida Benavides, Assistant Superintendent for Business and Finance, addressed the Board saying Administration was bringing this item to the Board for approval of an order authorizing the issuance of UISD unlimited tax refunding bonds, Series 2008, entering into an escrow agreement, a bond purchase agreement, and a paying agent registrar agreement delegating to certain district administrative staff and officials the authority to approve all final terms of the bond and other matters related thereto. She said our financial advisors, Estrada-Hinojosa and Company have deemed it beneficial to issue bonds to refund existing outstanding, unlimited tax school bonds, building and refunding bonds Series 1998 in order to achieve a minimum net aggregate present value debt service savings of 3%. The recommended order would authorize the President of the Board of

Trustees of the district or Superintendent of Schools as an authorized representative to act individually on behalf of the District in the selling and delivery of the bonds authorized by this order. Ms. Benavides continued by saying the potential value savings on this particular refund was approximately \$203,000, but that the market changes on a daily basis.

Ms. Benavides introduced the members of Estrada and Hinojosa to further elaborate on the order.

Mr. Robert Tijerina reviewed the refunding opportunities in the presentation booklet given to the Board members. He said there was a preliminary indication that there might be some rate increases in the future. Mr. Tijerina continued by saying the value savings would be \$330,000 with a present value savings of \$305,000 resulting in a net overall cost of \$200,000. He said with the District's State assistance, any savings generated, the State would pick up roughly 60% with the District receiving 40% based on their state percentage. Mr. Tijerina said they wanted to complete this transaction fairly soon based on the interest rates. He said by whenever you have a refunding opportunity it's between 3%-5% which is what the District currently has. Mr. Tijerina concluded by saying they would be going out to several banks. Mr. Gonzalez asked if this had been done previously, and Mr. Bruce said it was.

Mr. Juan Aguilera, Bond Counsel – Escamilla and Poneck, said two or three years previously, they had the same order. He said that the District had had the same resolution, but the parameters had not been met because of the market. He said that this year, he has been working closely with Ms. Benavides and they were putting a six-months timeline on this transaction. If nothing is done before September 30, 2008, the order would cease. Mr. Aguilera said the government code allowed school districts to do a "parameter sale" where certain parameters are set as in the 3% net value savings with \$10,000,000 as the maximum. He said the Board President or Superintendent can sign the final numbers as the interest rates agreed upon. The speaker said the financial advisors would be contacted and make a recommendation if the savings are there. Then, they would sign a certificate saying these were the interest rates.

Motion: So move.

Moved by: Gonzalez
Seconded by: Campos
Discussion: None
In Favor: Unanimous

VI. Closed Session: The Board adjourned into Closed Session at 6:51 p.m. pursuant to the following sections of the Texas Open Meetings Act:

- A. 551.071 Consultation with Board's Attorney
551.074 Discussion of Personnel or to Hear Complaints against Personnel
- 1. Consider Appointment of Principal for Clark Elementary School
- 2. Discussion, including Consultation with Legal Counsel, re: Termination at the end of the 2007-2008 School Year of Probationary Contract Classroom Teachers
- 3. Internal Auditor's Duties and Responsibilities
- 4. Superintendent's Duties and Responsibilities

The Board returned from Closed Session at 8:08 p.m.

VII. Reconvened from Closed Session, the Board took action on the following items, if necessary, as discussed in Closed Session.

A. Appointment of Principal for Clark Elementary

Mr. Santos addressed the Board saying his recommendation for Principal at Clark Elementary was Clemen Bell.

Motion: So move
Moved by: Gonzalez
Seconded by: Ramirez
Discussion: None
In Favor: Unanimous

B. Termination of Probationary Contract Classroom Teachers at the End of the 2007-2008 School Year

Mr. Cruz advised the Board that there was no recommendation on Item VII-B.

VIII. Consent Agenda

Mr. Johnson said the Business and Instructional Committees met and recommend the approval of the following items.

- A. Approval of Monthly Disbursements
- B. Approval of Tax Refunds

- C. Approval of Awarding Bids, Proposals and Qualifications
- D. Approval of Request for Use of Board of Trustees Discretionary Funds for Fasken Elementary for \$30,000, Washington Middle School for \$12,000 and Kazen Elementary for \$25,000
- E. Approval of Sale of Salvage Equipment
- F. Second Reading of LOCAL Policies in Update 81
 - 1. BDAE - OFFICERS AND OFFICIALS - DUTIES AND REQUIREMENTS OF DEPOSITORY
 - 2. DGBA - PERSONNEL-MANAGEMENT RELATIONS - EMPLOYEE COMPLAINTS/GRIEVANCES
 - 3. FEA - ATTENDANCE - COMPULSORY ATTENDANCE
 - 4. FEC - ATTENDANCE - ATTENDANCE FOR CREDIT
 - 5. FFH - STUDENT WELFARE - FREEDOM FROM HARASSMENT
- G. Second Reading of LOCAL Policies in Update 82
 - 1. BJCF (LOCAL): SUPERINTENDENT - NONRENEWAL
 - 2. DBD (LOCAL): EMPLOYMENT REQUIREMENTS AND RESTRICTIONS - CONFLICT OF INTEREST
 - 3. DBF(LOCAL): EMPLOYMENT REQUIREMENTS AND RESTRICTIONS - NONSCHOOL EMPLOYMENT - DELETE
 - 4. FN(LOCAL): STUDENT RIGHTS AND RESPONSIBILITIES
- H. Adoption of Mathematics Textbook for Grades Kinder through 5th

- I. **Proposed Boundary for Radcliffe and Sue Killam Elementary effective 2008-2009 School Year**
- J. **Approval of Request for Culinary Arts I and II**
- K. **Second Reading of Policy FD (LOCAL) - ADMISSIONS**
- L. **First and Final Reading of FD (REGULATION): ADMISSIONS**
- M. **Second Reading of GKC (LOCAL): COMMUNITY RELATIONS - VISITORS TO THE SCHOOLS**
- N. **First and Final Reading of GKC (REGULATION): Community Relations - Visitors to the Schools**

Motion: So move.

Moved by: Gonzalez
Seconded by: Campos
Discussion:

Mr. Gonzalez asked that H is to be pulled out as an individual item. Mr. Bruce said that vote would be minus item VIII-I.

Motion: I motion that we accept it (Item VIII-I).

Moved by: Gonzalez
Seconded by: Campos
Discussion:

Mr. Mike Garza, Director of Support Services, came forward to clarify the boundaries for the new Killam Elementary. He said it was the Ponderosa Subdivision, Candle Factory Subdivision, a portion of the Cheyenne Subdivision, Eastwood Subdivision, Ghost Town Subdivision, and Villa del Sol Subdivision.

In Favor: Unanimous

IX. Individual Consideration

A. Board Minutes 2-20-08

Motion: So move.

Moved by: J. Molina
Seconded by: Ramirez
Discussion: None
In Favor: Unanimous

B. Donations

Mr. Santos read the donations totaling of \$17,182.57 into the record and thanked all our parents, boosters, and taxpayers for their donations.

Motion: So move
Moved by: Gonzalez
Seconded by: Ramirez
Discussion: None
In Favor: Unanimous

C. Approval of Employment Contracts for 2008-2009 School Year.

Mr. David Garcia, Assistant Superintendent for Human Resources, presented the contracts for approval to the Board.

Motion: So move.

Moved by: Ramirez
Seconded by: J. Molina
Discussion:

Mr. Juan Cruz, U.I.S.D. General Counsel, clarified that the contracts being approved were those listed in the Board's book on pages 172-204.

Mr. Bruce asked that the motion be changed to include that the employment contracts being approved were those listed on pages 172-204.

Moved by: Ramirez
Seconded by: J. Molina
Discussion: None
In Favor: Unanimous

**D. Approval of an Order Authorizing the Issuance of United
Independent School District Tax
Refunding Bonds – Series 2008 – and Other
Matters Related Thereto**

This item was considered previously before Closed Session.

E. First Reading of DBB (LOCAL) – Employment Requirements and Restrictions – Medical Examinations and Communicable Diseases

No action was required as it was a first reading.

F. First Reading of FFAD (LOCAL) – Wellness and Health Services – Communicable Diseases

No action was required as it was a first reading.

X. Adjournment

There being no further business before the Board of Trustees, the Regular Meeting of March 26, 2008 was adjourned at 8:16 p.m.

John M. Bruce – President

Juan A. Molina, Jr. - Secretary