

Minutes of Regular Meeting

The Board of Trustees Pasadena Independent School District

A regular meeting of the Pasadena Independent School District Board of Trustees was held January 24, 2025, beginning at 12:00 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 12:00 p.m. Board members present were Casey Phelan, Kenny Fernandez, Crystal 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). Mrs. Yen Rabe spoke about the upcoming trustee election and the timing of this board meeting.

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

551.074 to consider appointment to fill a board member vacancy, special election regarding board vacancy, and/or related actions

IV. Reconvened in open session at 1:33 p.m.

V. Special Recognition

VI. Consent Agenda

1. Minutes 12 17 24
2. Informational Pages - Month ending November 30, 2024
3. Informational Pages - Month ending December 31, 2024

4. Bid Items

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

- Award Jackets, Sweaters, Blankets and Accessories, RFP #25R-014LG
- Cafeteria Tables, CSP #25P-017EZ

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

- November 1, 2024, through November 30, 2024
- December 1, 2024, through December 31, 2024

5. Quarterly Investment Report for Month Ending 11/30/24

6. Quarterly Donations Report

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 Nelda Sullivan to approve administrative personnel. Ms. Gonzalez introduced Mariana Diaz, District Support Counselor for Curriculum and Instruction, Dania Garza, Moore Elementary Counselor, Jennifer Pena, Special Education Diagnostician, Travis Stent, Jackson Intermediate Assistant Principal, and Sherel Gillam, Pasadena High School Assistant Principal.

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. Consideration and possible approval of additional personnel, reorganizations, and reclassifications for the 2024-2025 school year. Motion by Nelda Sullivan, seconded by Kenny Fernandez to approve additional personnel, reorganizations, and reclassifications for the 2024-2025 school year.

Motion passed by 6 to 0 vote.

VIII. Educational Section

1. Emergency Management Spotlight - *Presentation by Derek Duckett, Emergency Management Director*

2. Consideration and possible approval of Career and Technical Education students to participate in national competitions. Motion by Kenny Fernandez, seconded by Nelda Sullivan to approve for Career and Technical Education students to participate in national competitions.

Motion passed by 6 to 0 vote.

3. Consideration and possible approval of the cooperative agreement with San Angelo State University and Pasadena ISD for clinical teaching placement. Motion by Kenny Fernandez, seconded by Mrs. Sullivan to approve the cooperative agreement with San Angelo State University and Pasadena ISD for clinical teaching placement.

Motion passed by 6 to 0 vote.

4. Consideration and possible approval of University of Houston-Clear Lake Work Study Agreement for the 2024-2029 school years. Motion by Crystal Davila, seconded by Nelda Sullivan to approve a University of Houston-Clear Lake Work Study Agreement for the 2024-2029 school years.

Motion passed by 6 to 0 vote.

5. Consideration and possible approval of an amendment to extend the Memorandum of Understanding (MOU) with San Jacinto College regarding Dual Credit programs through July 31, 2026. Motion by Kenny Fernandez, seconded by Nelda Sullivan to approve an amendment to extend the Memorandum of Understanding (MOU) with San Jacinto College regarding Dual Credit programs through July 31, 2026.

Motion passed by 6 to 0 vote.

6. Consideration and possible approval to request a waiver from Texas Education Agency to provide remote conferencing instruction for a student receiving specially designed instruction and homebound services. Motion by Crystal Davila, seconded by Nelda Sullivan to request a waiver from Texas Education Agency to provide remote conferencing instruction for a student receiving specially designed instruction and homebound services.

Motion passed by 6 to 0 vote.

7. Consideration and possible approval of Antenna Site Lease Agreement with Diamond Towers V, LLC for the existing monopole tower located at 2323 Theta Street, Houston, Texas 77034 for the amount of ten dollars. Motion by Nelda Sullivan, seconded by Kenny Fernandez to approve the Antenna Site Lease Agreement with Diamond Towers V, LLC for the existing monopole tower located at 2323 Theta Street, Houston, Texas 77034 for the amount of ten dollars.

Motion passed by 6 to 0 vote.

8. Consideration and possible approval of the agreement between Pasadena Independent School District and Memorial Hermann Community Benefit Corporation (MHCBC) to facilitate and promote access to services through the establishment and operation of one or more health clinics located on the premises of the school campuses identified on Exhibit A as may be amended. Motion by Kenny Fernandez, seconded by Nelda Sullivan to approve the agreement between Pasadena Independent School District and Memorial Hermann Community Benefit Corporation (MHCBC) to facilitate and promote access to services through the establishment and operation of one or more health clinics located on the premises of the school campuses identified on Exhibit A as may be amended.

Motion passed by 6 to 0 vote.

9. Consideration and possible approval the 2025 No Kid Hungry School Nutrition grant award in the amount of \$50,000. Motion by Nelda Sullivan, seconded by Paola Gonzalez to approve the 2025 No Kid Hungry School Nutrition grant award in the amount of \$50,000.

Motion passed by 6 to 0 vote.

10. Consideration and possible approval of the Texas Department of Criminal Justice Cybersecurity Mitigation Grant in the amount of \$379,832.12. Motion by Kenny Fernandez, seconded by Nelda Sullivan to approve the Texas Department of Criminal Justice Cybersecurity Mitigation Grant in the amount of \$379,832.12.

Motion passed by 6 to 0 vote.

11. Consideration and possible approval of the Texas Department of Criminal Justice Cybersecurity Governance and Planning Project Grant in the amount of \$46,009. Motion by Nelda Sullivan, seconded by Kenny Fernandez to approve the Texas Department of Criminal Justice Cybersecurity Governance and Planning Project Grant in the amount of \$46,009.

Motion passed by 6 to 0 vote.

12. Consideration and possible approval of the required resolutions for the Criminal Justice Division of the Texas Office of the Governor grant applications. Motion by Nelda Sullivan, seconded by Kenny Fernandez to approve the required resolutions for the Criminal Justice Division of the Texas Office of the Governor grant applications.

Motion passed by 6 to 0 vote.

13. Consideration and possible approval for V. W. Miller Intermediate's 7th & 8th grade students to travel to Washington, D.C. from March 5, 2026, through March 8, 2026. Motion by Kenny Fernandez, seconded by Nelda Sullivan to give approval for V. W. Miller Intermediate's 7th & 8th grade students to travel to Washington, D.C. from March 5, 2026, through March 8, 2026.

Motion passed by 6 to 0 vote.

14. Consideration and possible approval for Thompson Intermediate students to travel to Keystone, Colorado to attend the Keystone Science School, October 4-10, 2025. for Thompson Intermediate students to travel to Keystone, Colorado to attend the Keystone Science School, October 4-10, 2025. Motion by Kenny Fernandez, seconded by Nelda Sullivan to give approval for Thompson Intermediate students to travel to Keystone, Colorado to attend the Keystone Science School, October 4-10, 2025.

Motion passed by 6 to 0 vote.

15. Consideration and possible approval of Bondy Intermediate's 8th grade US History students to travel to Washington, D.C. & New York City from March 5, 2026, through March 11, 2026. Motion by Kenny Fernandez, seconded by Crystal Davila to give approval for Bondy Intermediate's 8th grade US History students to travel to Washington, D.C. & New York City from March 5, 2026, through March 11, 2026.

Motion passed by 6 to 0 vote.

16. Consideration and possible approval for J. Frank Dobie High School JROTC team members to travel to Oklahoma City, Oklahoma, to participate in the Oklahoma State Drill Championships, February 13-16, 2025. Motion by Nelda Sullivan, seconded by Crystal Davila to approve J. Frank Dobie High School JROTC team members to travel to Oklahoma City, Oklahoma, to participate in the Oklahoma State Drill Championships, February 13-16, 2025.

Motion passed by 6 to 0 vote.

IX. Student Achievements - *For Information Only*

X. Financial Section

1. Consideration and possible approval of Annual Comprehensive Financial Report for 2023-2024 school year. Presentation by Mr. Patrick Simmons of Whitley Penn. Motion by Nelda Sullivan, seconded by Kenny Fernandez to approve the Annual Comprehensive Financial Report for 2023-2024 school year.

Motion passed by 6 to 0 vote.

2. Budget Amendments - November 2024. Motion by Nelda Sullivan, seconded by Paola Gonzalez to approve the budget amendments for November 2024.

Motion passed by 6 to 0 vote.

3. Budget Amendments - December 2024. Motion by Nelda Sullivan, seconded by Kenny Fernandez to approve the budget amendments for December 2024.

Motion passed by 6 to 0 vote.

XI. Operations Section

1. Consideration and possible approval of Blanket Electrical Service Easements to CenterPoint Energy Houston Electric, LLC for the new Jessup Elementary School Replacement Project in the amount of \$1.00. Motion by Kenny Fernandez, seconded by Nelda Sullivan to approve the Blanket Electrical Service Easements to CenterPoint Energy

Houston Electric, LLC. for the new Jessup Elementary School Replacement Project in the amount of \$1.00.

Motion passed by 6 to 0 vote.

2. Consideration and possible approval of a design services agreement to LTY Engineers for the 2022 Bond Hydronic Piping Replacement at Burnett and Frazier Elementary Schools Project in the amount of \$119,000 and a total project budget of \$2,000,000. Motion by Nelda Sullivan, seconded by Paola Gonzalez to approve a design services agreement with LTY Engineers for the 2022 Bond Hydronic Piping Replacement at Burnett and Frazier Elementary Schools Project in the amount of \$119,000 and a total project budget of \$2,000,000.

Motion passed by 6 to 0 vote.

3. Consideration and possible approval of a construction contract with Millennium Project Solutions for the 2022 Bond Maguire Baseball Field LED Lights Retrofit Project in the amount of \$965,000. Motion by Kenny Fernandez, seconded by Nelda Sullivan to approve a construction contract with Millennium Project Solutions for the 2022 Bond Maguire Baseball Field LED Lights Retrofit Project in the amount of \$965,000.

Motion passed by 6 to 0 vote.

4. Consideration and possible approval of final change order no. 002 for the Guidance Center Conversion to Nutrition Services Project in the credit amount of \$72,142.93. Motion by Nelda Sullivan, seconded by Crystal Davila to approve final change order no. 002 for the Guidance Center Conversion to Nutrition Services Project in the credit amount of \$72,142.93.

Motion passed by 6 to 0 vote.

5. Consideration and possible approval of final change order no. 02 for the districtwide 2022 Bond Water Fountain Retrofits to Bottle Filling Stations Project in the credit amount of \$15,198.08. Motion by Crystal Davila, seconded by Nelda Sullivan to approve final change order no. 02 for the districtwide 2022 Bond Water Fountain Retrofits to Bottle Filling Stations Project in the credit amount of \$15,198.08.

Motion passed by 6 to 0 vote.

6. Consideration and possible approval of Allowance Expenditure Authorization (AEA) No. 10 for the 2022 Bond Plumbing Upgrades Group 1, Package 1 Project in the credit amount of \$4,750. Motion by Nelda Sullivan, seconded by Crystal Davila to approve Allowance Expenditure Authorization (AEA) No. 10 for the 2022 Bond Plumbing Upgrades Group 1, Package 1 Project in the credit amount of \$4,750.

Motion passed by 6 to 0 vote.

7. Consideration and possible approval of Allowance Expenditure Authorization (AEA) No. 09 for the 2022 Bond New Parks Elementary School Replacement Project in the amount of \$77,593. Motion by Nelda Sullivan, seconded by Kenny Fernandez to approve Allowance Expenditure Authorization (AEA) No. 09 for the 2022 Bond New Parks Elementary School Replacement Project in the amount of \$77,593.

Motion passed by 6 to 0 vote.

8. Consideration and possible approval of Allowance Expenditure Authorization (AEA) No. 11 for the 2022 Bond New Parks Elementary School Replacement Project in the amount of \$77,294. Motion by Crystal Davila, seconded by Nelda Sullivan to approve Allowance Expenditure Authorization (AEA) No. 11 for the 2022 Bond New Parks Elementary School Replacement Project in the amount of \$77,294.

Motion passed by 6 to 0 vote.

9. Consideration and possible approval of Allowance Expenditure Authorization (AEA) No. 001 for the 2022 Bond New Bailey Elementary School Replacement Project in the credit amount of \$21,565. Motion by Paola Gonzalez, seconded by Crystal Davila to approve Allowance Expenditure Authorization (AEA) No. 001 for the 2022 Bond New Bailey Elementary School Replacement Project in the credit amount of \$21,565.

Motion passed by 6 to 0 vote.

10. Consideration and possible approval of Allowance Expenditure Authorization (AEA) No. A-021 for the 2017 Bond Transportation Center Replacement Project in the amount of \$61,925. Motion by Nelda Sullivan, seconded by Kenny Fernandez to approve Allowance Expenditure Authorization (AEA) No. A-021 for the 2017 Bond Transportation Center Replacement Project in the amount of \$61,925.

Motion passed by 6 to 0 vote.

11. Consideration and possible approval of Allowance Expenditure Authorization (AEA) No. A-034 for the 2017 Bond Transportation Center Replacement Project in the amount of \$157,606. Motion by Nelda Sullivan, seconded by Crystal Davila to approve Allowance Expenditure Authorization (AEA) No. A-034 for the 2017 Bond Transportation Center Replacement Project in the amount of \$157,606.

Motion passed by 6 to 0 vote.

II. Construction Update - For Information Only

III. Miscellaneous Section

1. Consider appointment to fill board member vacancy, special election regarding board vacancy, and/or related actions. No action was taken.

2. Public Comments according to BED (LOCAL) - Related to topics not listed on the agenda (30-minute allotment). Mr. Ty Smith announced his run for Mayor of Pasadena.

3. Set date for next regular meeting on Tuesday, February 25, 2025. Motion by Kenny Fernandez, seconded by Nelda Sullivan to convene in regular meeting on Tuesday, February 25, 2025.

Motion passed by 6 to 0 vote.

IV. Adjournment at 2:39 p.m.

President, Board of Trustees

Assistant Secretary, Board of Trustees

Date Approved