

# 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 August 26, 2025, beginning at 5:30 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 Kenny Fernandez, called the meeting to order at 5:30 p.m. Board members present were Kenny Fernandez, Marshall Kendrick, Nelda Sullivan, Joe Campos, and Paola Gonzalez. Casey Phelan and Crystal Davila were absent. Nelda Sullivan gave the invocation and Paola Gonzalez led the pledges.

**II. Public Comments according to Policy BED (LOCAL) - Related to items listed on the open session portion of the agenda (30-minute allotment).** There were no public comments.

**III. Policy Update Presentation - Sandra Garcia Huhn, General Counsel**

**IV. 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

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

**VI. Special Recognition** Jennifer Lovrik, Direct Energy Account Executive, and Erin Scheetz, Direct Energy Manager of Education Partnerships, announced that Pasadena ISD earned a rebate credit of \$25,593, for its completion of the 2024 Summer Responsive Economic Dispatch (RED) program to reduce energy consumption.

## **VII. Consent Agenda**

1. Minutes 07 22 25
2. Minutes 08 12 25
3. Informational Pages
4. Bid Items
  - A. Competitive Sealed Bids and/or Request for Competitive Sealed Proposals
    - Instructional Materials and Supplies, RFP #25R-032LG
    - Fundraising Items and Services, RFP #25R-033LG
  - B. Information Summary of Purchase Orders over \$10,000
    - July 1, 2025, through July 31, 2025

Motion by Nelda Sullivan, seconded by Marshall Kendrick to approve the consent agenda.

Motion passed by 5 to 0 vote.

## **VIII. Personnel Section**

1. Consideration and possible approval of administrative personnel. Motion by Nelda Sullivan, seconded by Paola Gonzalez to approve administrative personnel. Mrs. Sullivan announced Marielly Tristan as the Curriculum and Instruction Reading Specialist for Academic Achievement.

Motion passed by 5 to 0 vote.

2. Consideration and possible approval of the On-Site Clinic, CSP #26P-002LP at an estimated cost of \$922,073 for 2026. Motion by Nelda Sullivan, seconded by Paola Gonzalez to approve the On-Site Clinic, CSP #26P-002LP at an estimated cost of \$922,073 for 2026.

Motion passed by 5 to 0 vote.

3. Consideration and possible approval of changes to the 2026 self-funded medical plan for an overall increase to the health fund by approximately \$3,560,000. Motion by Marshall Kendrick, seconded by Nelda Sullivan to approve changes to the 2026 self-funded medical plan for an overall increase to the health fund by approximately \$3,560,000.

Motion passed by 5 to 0 vote.

4. Update to employee benefits with hospital indemnity plan - *For Information Only*

5. Certified personnel for the 2025-2026 school year - *For Information Only*

6. Support personnel for the 2025-2026 school year - *For Information Only*

## **IX. Educational Section**

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

2. Pasadena ISD Police Department Spotlight Presentation - *Bill McMahan, Pasadena ISD Police Chief*

3. Consideration and possible approval of the 2025-2026 Memorandum of Understanding between the Pasadena Independent School District and Good Reason Houston with Pasadena ISD contributing \$36,000 from Title I funds. Motion Nelda Sullivan, seconded by Paola Gonzalez to approve the 2025-2026 Memorandum of Understanding between the Pasadena Independent School District and Good Reason Houston with Pasadena ISD contributing \$36,000 from Title I funds.

Motion passed by 5 to 0 vote.

4. Consideration and possible approval of the Partnership Support Agreement with Communities in Schools, Southeast Harris County for the 2025-2026 school year in the amount of \$320,000 in PISD local funds (included in the proposed budget for the 2025-2026 school year), \$318,000 in federal funds and \$56,000 in contributions from campus budgets totaling \$694,000. Motion by Marshall Kendrick, seconded by Nelda Sullivan to approve the Partnership Support Agreement with Communities in Schools, Southeast Harris County for the 2025-2026 school year in the amount of \$320,000 in PISD local funds (included in the proposed budget for the 2025-2026 school year), \$318,000 in federal funds and \$56,000 in contributions from campus budgets totaling \$694,000.

Motion passed by 5 to 0 vote.

5. Consideration and possible approval of an interlocal agreement between Harris County Department of Education and Pasadena Independent School District in the amount of \$360,750. Motion by Nelda Sullivan, seconded by Paola Gonzlez to approve an interlocal agreement between Harris County Department of Education and Pasadena Independent School District in the amount of \$360,750.

Motion passed by 5 to 0 vote.

6. Consideration and possible approval of the practicum/internship affiliation agreement with the University of Houston–Clear Lake in the amount of \$39,920 for three Board Certified Behavior Analyst (BCBA) graduate assistants. Motion by Nelda Sullivan, seconded by Marshall Kendrick to approve the practicum/internship affiliation agreement with the University of Houston–Clear Lake in the amount of \$39,920 for three Board Certified Behavior Analyst (BCBA) graduate assistants.

Motion passed by 5 to 0 vote.

7. Consideration and possible approval of an interlocal agreement between Harris County Department of Education and Pasadena Independent School District for music therapy in the amount of \$4,160. Motion by Nelda Sullivan, seconded by Paola Gonzalez to approve an interlocal agreement between Harris County Department of Education and Pasadena Independent School District for music therapy in the amount of \$4,160.

Motion passed by 5 to 0 vote.

8. Consideration and possible approval of the interlocal agreement between Pasadena Independent School District and Stephen F. Austin State University for internship and externship with no financial implications. Motion by Marshall Kendrick, seconded by Nelda Sullivan to approve the interlocal agreement between Pasadena Independent School District and Stephen F. Austin State University for internship and externship with no financial implications.

Motion passed by 5 to 0 vote.

9. Consideration and possible approval of AVANCE Parent and Child Education Program for the 2025-2026 school year in the amount of \$48,000. Motion by Nelda Sullivan, seconded by Marshall Kendrick to approve the AVANCE Parent and Child Education Program for the 2025-2026 school year in the amount of \$48,000.

Motion passed by 5 to 0 vote.

10. Consideration and possible approval of the Avant language proficiency assessments for use as Languages Other Than English (LOTE) credit-by-examination (CBE) assessments. Motion by Nelda Sullivan, seconded by Marshall Kendrick to approve of Avant language proficiency assessments for use as Languages Other Than English (LOTE) credit-by-examination (CBE) assessments.

Motion passed by 5 to 0 vote.

11. Consideration and possible approval of the 2025-2026 Texas Education for Homeless Children & Youth Continuation grant award in the amount of \$66,489. Motion by Nelda Sullivan, seconded by Paola Gonzalez to approve the 2025-2026 Texas Education for Homeless Children & Youth Continuation grant award in the amount of \$66,489.

Motion passed by 5 to 0 vote.

12. Consideration and possible approval for ten (10) middle schools to travel to The Hobby Center to watch fine arts performances starting September 24, 2025, through January 21, 2026. Motion by Marshall Kendrick, seconded by Nelda Sullivan to approve for ten (10) middle schools to travel to The Hobby Center to watch fine arts performances starting September 24, 2025, through January 21, 2026.

Motion passed by 5 to 0 vote.

13. Consideration and possible approval for J. Frank Dobie High School choir and band students to travel to Orlando, Florida to perform and participate in a clinic from March 3 - 8, 2026. Motion by Nelda Sullivan, seconded by Marshall Kendrick to approve for J. Frank Dobie High School choir and band students to travel to Orlando, Florida to perform and participate in a clinic from March 3 - 8, 2026.

Motion passed by 5 to 0 vote.

14. Consideration and possible approval for Pasadena Memorial Choir students to travel and participate in classes and workshops in New York City, April 23 - April 26, 2026. Motion by

Marshall Kendrick, seconded by Nelda Sullivan to approve for Pasadena Memorial Choir students to travel and participate in classes and workshops in New York City, April 23 - April 26, 2026.

Motion passed by 5 to 0 vote.

## **X. Policy Section**

1. Consideration and possible revision of EFB (LOCAL) Instructional Resources Library Materials. Motion by Marshall Kendrick, seconded by Nelda Sullivan to approve revision of EFB (LOCAL) Instructional Resources Library Materials.

Motion passed by 5 to 0 vote.

## **XI. Financial Section**

1. Consideration and possible approval of the budget amendments for July 2025. Motion by Nelda Sullivan, seconded by Paola Gonzalez to approve the budget amendments for July 2025.

Motion passed by 5 to 0 vote.

2. Consideration and possible approval of the Salary Book for the 2025-2026 school year. Motion by Nelda Sullivan, seconded by Paola Gonzalez to approve the Salary Book for the 2025-2026 school year.

Motion passed by 5 to 0 vote.

3. Consideration and possible approval of professional services for independent auditor services with Whitley Penn L.L.P. Motion by Marshall Kendrick, seconded by Nelda Sullivan to approve professional services for independent auditor services with Whitley Penn L.L.P.

Motion passed by 5 to 0 vote.

## **XII. Operations Section**

1. Consideration and possible approval of a material testing services agreement with Terracon Consultants, Inc. for the 2022 Bond New Williams Elementary School Replacement Project in the amount of \$120,205. Motion by Nelda Sullivan, seconded by Paola Gonzalez to approve a material testing services agreement with Terracon Consultants, Inc. for the 2022 Bond New Williams Elementary School Replacement Project in the amount of \$120,205.

Motion passed by 5 to 0 vote.

2. Consideration and possible approval of Allowance Expenditure Authorization (AEA) No. 21 for the 2022 Bond New Parks Elementary School Replacement Project in the credit amount of \$8,549. Motion by Marshall Kendrick, seconded by Nelda Sullivan to approve Allowance

Expenditure Authorization (AEA) No. 21 for the 2022 Bond New Parks Elementary School Replacement Project in the credit amount of \$8,549.

Motion passed by 5 to 0 vote.

3. Consideration and possible approval of Allowance Expenditure Authorization (AEA) No. 22 for the 2022 Bond New Parks Elementary School Replacement Project in the credit amount of \$22,335. Motion by Nelda Sullivan, seconded by Paola Gonzalez to approve Allowance Expenditure Authorization (AEA) No. 22 for the 2022 Bond New Parks Elementary School Replacement Project in the credit amount of \$22,335.

Motion passed by 5 to 0 vote.

4. Consideration and possible approval of Allowance Expenditure Authorization (AEA) No. 23 for the 2022 Bond New Parks Elementary School Replacement Project in the amount of \$32,234. Motion by Nelda Sullivan, seconded by Paola Gonzalez to approve Allowance Expenditure Authorization (AEA) No. 23 for the 2022 Bond New Parks Elementary School Replacement Project in the amount of \$32,234.

Motion passed by 5 to 0 vote.

5. Consideration and possible approval of Final Change Order No. 001 for the 2022 Bond HVAC Replacement Group 1, Package 3 Project in the credit amount of \$216,499.76. Motion by Marshall Kendrick, seconded by Nelda Sullivan to approve Final Change Order No. 001 for the 2022 Bond HVAC Replacement Group 1, Package 3 Project in the credit amount of \$216,499.76.

Motion passed by 5 to 0 vote.

6. Consideration and possible approval of Allowance Expenditure Authorization (AEA) No. A-059 for the 2017 Bond Transportation Center Replacement Project in the amount of \$43,476. Motion by Nelda Sullivan, seconded by Marshall Kendrick to approve Allowance Expenditure Authorization (AEA) No. A-059 for the 2017 Bond Transportation Center Replacement Project in the amount of \$43,476.

Motion passed by 5 to 0 vote.

### **XIII. Construction Update - *For Information Only***

### **XIV. Miscellaneous Section**

1. Consideration and possible approval for the J. Frank Dobie High School media room to be named in honor of Jerry Speer. Motion by Marshall Kendrick, seconded by Nelda Sullivan to approve for the J. Frank Dobie High School media room to be named in honor of Jerry Speer.

Motion passed by 5 to 0 vote.

2. Public Comments according to Policy 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, September 23, 2025. Motion by Paola Gonzalez, seconded by Nelda Sullivan to approve Tuesday, September 23, 2025, as the date of the next regular meeting.

Motion passed by 5 to 0 vote.

**XV. Adjournment at 7:40 p.m.**

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President/Vice President, Board of Trustees

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Secretary/Assistant Secretary, Board of Trustees

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Date Approved