

# Agenda of Special Meeting - Budget Adoption

## The Board of Trustees

**San Elizario ISD: A Proud Community of Champions – Soaring to Excellence!**

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A Special Meeting - Budget Adoption of the Board of Trustees of San Elizario ISD will be held in person on Wednesday, June 18, 2025, beginning at 5:30 PM SEISD Administration Office, 1050 Chicken Ranch Road, San Elizario, TX 79849.

Although one or more board members may participate by videoconference call, a quorum of the Board of Trustees, which includes the Presiding Officer of the Board Meeting, will be physically present at this location for purposes of this meeting and in conformance with the Texas Open Meetings Act.

Members of the public who desire to address the board regarding an item on this agenda must comply with the following registration procedures: Public comments may be submitted to [acardonajr@seisd.net](mailto:acardonajr@seisd.net) at any time prior to the board meeting time.

Signs, placards, or banners shall not be allowed inside the Boardroom. Additionally, any citizen wishing to distribute printed handout materials to the Board or audience must submit the materials for review by 5:00 p.m. prior to the meeting to the Superintendent's Office. The Superintendent, or their designee, shall inform the speaker if the materials have been approved for distribution prior to the meeting. All printed handout materials shall be distributed to the Board or audience before or after public comment, but not during.

Public comment shall occur at the beginning of the meeting and shall follow all other requirements and limitations under SEISD Board Policy BED (Local).

The subjects to be discussed or considered or upon which any formal action may be taken are listed below. Items do not have to be taken in the order shown on this meeting notice. All items on the consent agenda shall be acted upon by one vote without separate discussion, unless a Board member requests that an item be withdrawn for individual consideration.

### 1. GENERAL FUNCTIONS

Mr. Eduardo Chavez, Board President

A. Call Meeting to Order

B. Roll Call

C. Establish Quorum

D. The Pledge of Allegiance

San Elizario ISD Student

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E. Texas Pledge of Allegiance

San Elizario ISD Student

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F. **San Elizario ISD Mission Statement**

The mission of the San Elizario Independent School District is to graduate students with innovative skills for 21st-century careers by focusing on academic and social skills, fostering transformative practices, and building community support through positive relationships between home and school.

Mr. Eduardo Chavez, Board President

2. **OPEN FORUM** (three-minute limit per speaker, unless otherwise noted)
3. **DISTRICT RECOGNITIONS**
4. **NEW BUSINESS / BOARD ACTION ITEMS**
  - A. Discussion and possible Board action on approval of Salaries and Stipends for Teachers and Employees for the 2025-2026 School Year  
Ms. Gina Ramirez, Executive Director Human Resources 7
  - B. Discussion of changes and/or impact to local, state, and federal funding in accordance with the School FIRST Rating Indicator #20  
Ms. Elizabeth Perez, Chief Financial Officer 26
  - C. Discussion on Proposed Budget and Proposed Tax Rate for the 2025-2026 School Year  
Ms. Elizabeth Perez, Chief Financial Officer 29
    1. Handout #1 47
  - D. Public Hearing on Proposed Budget and Proposed Tax Rate for the 2025-2026 School Year  
Ms. Elizabeth Perez, Chief Financial Officer 48
  - E. Discussion and possible Board action on adoption of Accelerated Instruction Budget for the 2025-2026 School Year  
Ms. Elizabeth Perez, Chief Financial Officer 50
  - F. Discussion and possible Board action on the adoption of the Official Budget for the 2025-2026 School Year  
Ms. Elizabeth Perez, Chief Financial Officer 52
  - G. Discussion and possible Board action regarding SB 401  
Mr. Cesar Morales, Executive Director Athletics 55
  - H. Discussion and possible Board action on Board of Trustees Book Study - Start with Why by Simon Sinek  
Mr. Lorenzo Luevano, Board of Trustee 61
  - I. Discussion on Annual Review of the Board Operating Procedures  
Board of Trustees and Dr. Jeannie Meza-Chavez, Superintendent 69
5. **CONSENT AGENDA** - Consider and possible Board action on
  - A. Consider and possible Board action to approve the Employee Appreciation Resolution for the purchase of employee retention items and activities for the 2025-2026 School Year  
Ms. Gina Ramirez, Executive Director Human Resources 135
  - B. Consider and possible Board action to approve Request for Competitive Sealed Proposals for Voluntary Fully Insured, Vision and Disability Benefits (RFCSP# 25-1167)  
Ms. Nancy Tinoco, Purchasing Specialist 138
  - C. Consider and possible Board action to approve the Specialist - Nutrition Services Support Pay Scale Revision  
Ms. Gina Ramirez, Executive Director Human Resources, and Ms. Aggie Reyes, Executive Director Child Nutrition Services 143
6. **PRESENTATION / REPORTS / INFORMATION**
  - A. Presentations
  - B. Reports
  - C. Information

1.	Public notice of federal grant application for fiscal year 2026 Ms. Elizabeth Perez, Chief Financial Officer	147
2.	Federally funded positions for the 2025-2026 School Year Ms. Elizabeth Perez, Chief Financial Officer	212
3.	Board Training	
	a. Far West Texas School Boards Association Meetings	214
	• Saturday, July 12, 2025 - TBD	
	b. TASA   TASB Convention txEDCON25 - September 11 to 14, 2025   Houston, TX	215
	c. 2025 MASBA Conference - October 2 to 3, 2025   San Antonio, TX	216
	d. NSBA 2026 – April 10 to 12, 2026   San Antonio, TX	217
7.	<b>EXECUTIVE SESSION</b>	
	The Board will enter into a closed meeting to discuss personnel matters, to consult with attorney, to discuss real estate matters, to consider recommendations for hiring of personnel or termination of personnel and other personnel matters under Sec. 551.071, 551.072 and 551.074, Texas Gov. Code:	
	A. Pursuant to Texas Government Code section 551.071 consultation with attorney regarding legal issues pertaining to possible claims and litigation involving student social media usage against social media companies and consideration of contingency fee legal service agreement with JCA Law, PLLC and Guerra LLP.	
8.	<b>THE BOARD WILL RETURN TO OPEN SESSION TO TAKE POSSIBLE ACTION ON THE MATTERS DISCUSSED IN EXECUTIVE SESSION</b>	
	A. Possible Board action on matters discussed in Closed Session	
	B. Presentation, discussion and possible action regarding adoption of a Resolution approving a contingency fee legal services agreement with JCA Law, PLLC and Guerra LLP and finding the need for submission of the contingency fee legal services agreement to the Texas Attorney General for approval, and request for expedited review and consideration.	
	C. Discussion and possible action regarding adoption and approval of a contingency fee legal services agreement with JCA Law, PLLC and Guerra LLP and authorizing the Board President to execute such agreement, for the purpose of pursuing litigation and causes of action and the potential recovery of damages against social media companies resulting from student social media usage.	
9.	<b>NEXT MEETING DATE:</b> No Board Meeting for July 2025 Wednesday, August 13, 2025, at 5:30 p.m. - Regular Board Meeting	
10.	<b>ADJOURNMENT</b>	

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If, during the course of the meeting covered by this Notice, the Board of Trustees should determine that a closed or executive meeting or session of the Board of Trustees is required, then such closed or executive meeting or session as authorized by the Texas Open Meetings Act, Texas Government Code Section 551.001 et seq., will be held by the School Board at the date, hours, and place given in this Notice or as soon after the commencement of the meeting covered by this Notice as the School Board may conveniently meet in such closed or executive meeting or session concerning any and all purposes permitted by the Act, including, but not limited to the following sections and purposes:

Texas Government Code Section:

- 551-071 Private consultation with the board's attorney.
- 551-072 Discussing purchases, exchange, leases, or value of real property.
- 551-073 Discussing negotiated contracts for prospective gifts or donations.
- 551-074 Discussing personnel or to hear complaints against personnel
- 551-076 Deliberation regarding security devices
- 551-082 Considering discipline of a public school child, or complaint or charge against personnel
- 551-083 Considering the standards, guidelines, terms or conditions the board will follow, or will instruct its representative to follow, in consultation with representatives of employee groups.
- 551-084 Excluding witnesses from a hearing.

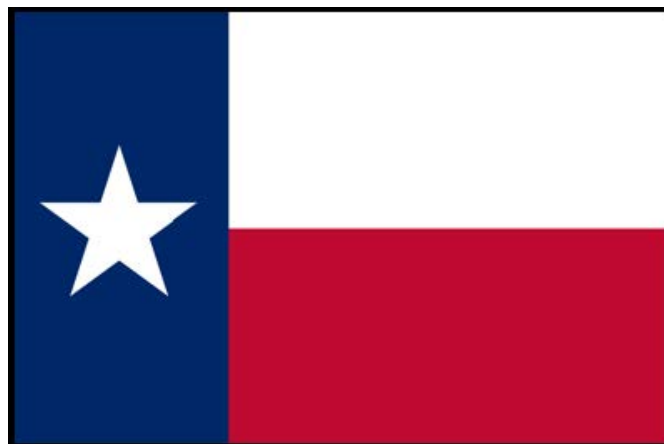
Should any final action, decision, or final vote be required in the opinion of the school Board with regard to any matter considered in such closed or executive meeting or session, then the final action, or final vote shall be either:

- (a) in the open meeting covered by the Notice upon the reconvening of the public meeting; or
- (b) at a subsequent public meeting of the School Board upon notice thereof; as the School Board shall determine.



**I PLEDGE ALLEGIANCE TO THE FLAG  
OF THE UNITED STATES OF AMERICA,  
AND TO THE REPUBLIC FOR WHICH  
IT STANDS, ONE NATION UNDER GOD,  
INDIVISIBLE, WITH LIBERTY AND  
JUSTICE FOR ALL.**

"Honor the Texas  
flag; I pledge  
allegiance to  
thee, Texas, one  
state under God,  
one and  
indivisible."





San Elizario ISD  
P.O. Box 920  
San Elizario, TX 79849  
Phone: 915.872.3900  
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## MEMORANDUM

**To:** Members of the Board of Trustees  
**From:** Gina Ramirez, Executive Director of Human Resources  
**Subject:** 2025-2026 Proposed Compensation Recommendations  
**Date:** June 18, 2025

**HISTORY:** During the June 11, 2025, budget workshop, the Board of Trustees were provided with a budget overview for the 2025-2026 fiscal year regarding Counselor Fair Pay Adjustment, Master's Degree Stipend Revision, AP Stipend Addition, TRS Contribution, HSA/FSA, and potential teacher pay changes according to HB2. The district's financial position directly impacts these items. Revisions to update the SEISD 2025-2026 Compensation Plan have been made to adjust for the 2025-2026 year.

**RATIONALE:** The administration presents the Board of Trustees with a proposed compensation plan and proposed approvals for the 2025-2026 budget, which include the following:

- SEISD 2025- 2026 Compensation Plan (attachment)
- TRS contribution of \$225 for the SEISD (\$75.00 from the state) for a total contribution of \$350.
- AP Stipend Addition of \$200.00 per course.
- Counselor Fair Pair Adjustment for a total of \$19,871.36.
- Master's Stipend Adjustment of \$0.00.
- Teacher Pay Increase dependent on HB2 legislation.
- No general pay increase.

The Bilingual, Dual Language, and RTAP impacts were presented at the 2024-2025 rates with the projected number of employees in each.

- Bilingual Exam Stipend, 5 additional teachers, for \$2,500.00.
- Dual Language Stipend, 5 additional teachers, for \$22,000.00
- RTAP Apprentices, 3 additional employees, \$20, 601.00.

**BUDGET IMPACT:** The impact of the proposed 2025-2026 compensation revisions is reflected in the SEISD budget produced by the CFO.

**ADMINISTRATIVE RECOMMENDATION:** The administrative recommendation is to approve the 2025-2026 compensation plan as presented.

**For Approval?**  Yes  No

**If no, please check one:**  Presentation  Report  Information

**Please check if applicable:**  Attachment Included

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# SAN ELIZARIO INDEPENDENT SCHOOL DISTRICT

*A Proud Community of Champions – Soaring to Excellence*



*Human Resources Department*

# 2025 – 2026 Proposed San Elizario ISD Compensation Plan



# SAN ELIZARIO INDEPENDENT SCHOOL DISTRICT

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*Human Resources Department*

## **Proposed Pay Schedules** **No General Pay Increases**



# SAN ELIZARIO INDEPENDENT SCHOOL DISTRICT

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## Human Resources Department

### 2025-2026 New Hire Guide Classroom Teachers, Librarians, and Nurses

Payment will be made for all years of creditable service as prescribed by the Texas Education Agency. It is the employee's responsibility to provide Service Records from previous education institutions to verify creditable years of Service. (These salaries do not include consideration of other stipends and/or payment for extra duty assignments.) The schedule assumes 155 days of work. Daily amounts are calculated based off of 155 days of work for positions that fall under a different calendar.

Years of Experience	Salary
0	\$59,000.00
1	\$59,049.05
2	\$59,100.20
3	\$59,231.95
4	\$59,483.05
5	\$59,731.05
6	\$59,982.15
7	\$60,281.30
8	\$61,048.55
9	\$61,250.05
10	\$61,501.15
11	\$61,901.05
12	\$62,200.20
13	\$62,362.95
14	\$62,786.10
15	\$63,207.70
16	\$63,630.85
17	\$64,055.55
18	\$64,548.45
19	\$65,053.75
20	\$65,562.15
21	\$66,078.30
22	\$66,698.30
23	\$67,140.05
24	\$67,831.35
25	\$68,442.05
Over 25	\$69,096.15

Extra Compensation & Benefits	
*Bilingual/ESL	*\$4,000/YR
*Dual Language	*\$4,500/YR
Special Education	\$2,500/YR
Visually Impaired	\$4,000/YR
**Math	**\$3,000/YR
Librarian	\$2,000/YR
Behavioral Unit	\$1,000/YR
**Science	**\$6,000/YR
**English	**\$3,000/YR
Registered Nurse	\$1,200/YR

\*Stipends will be prorated based on classes taught for which requirements are met. A pro-rated stipend will be paid if teaching part of the day in the assignment stipend area.

\*\*Math, Science, and English stipends will only be paid to secondary (7-12) teachers teaching in their certification area and be fully certified in those specialized areas.

\$1,200 stipend paid for Master's/Doctorate Degree.  
**Note:** Degree MUST be in subject area of assignment. Degree must be conferred on an official college/university transcript and will be paid in full only if received prior to beginning of school year.

Stipends are paid for a wide variety of extra/co-curricular activities and district-sponsored staff development and may be viewed at [www.seisd.net](http://www.seisd.net) under the HR tab.

NOTE: This schedule is for salary placement for the 2025-2026 school year. Some employees are paid more than the amounts shown here due to stipends or extended work years. This salary schedule applies to the 2025-2026 school year only. Future salaries cannot be predicted from this schedule. New salary schedules are developing each year. Salary advancement is based on the annual pay raise budget approved by the Board of Trustees.



# SAN ELIZARIO INDEPENDENT SCHOOL DISTRICT

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## Human Resources Department

### 2025-2026 Administrative Professional Pay Scale

Pay Grade	Job Title	Calendar	Daily	Minimum	Midpoint	Maximum	
<b>1</b>			<b>\$253.35</b>	<b>\$304.72</b>	<b>\$356.09</b>		
	<del>Manager-Student Activities</del>	173	173	Days	\$43,829.40	\$52,716.15	\$61,602.90
<b>2</b>			<b>\$278.54</b>	<b>\$335.60</b>	<b>\$392.65</b>		
	Social Worker	170	170	Days	\$47,351.80	\$57,052.00	\$66,750.50
	Speech Language Pathologist - Licensed Assistant	163	163	Days	\$45,402.02	\$54,702.80	\$64,001.95
<b>2-A</b>			<b>\$279.81</b>	<b>\$336.81</b>	<b>\$392.81</b>		
	Specialist- <del>Purchasing</del> <a href="#">Business</a>	190	190	Days	\$53,164.00	\$63,994.00	\$74,633.90
	Supervisor-Warehouse/Grounds/Custodial Support	190					
	Certification/Data Management	190					
	<a href="#">Analyst-HR</a>	190					
	<a href="#">Supervisor-Compliance</a>	190					
<b>3</b>			<b>\$304.62</b>	<b>\$367.01</b>	<b>\$429.40</b>		
	Accountant	190	190	Days	\$57,878.60	\$69,732.30	\$81,586.00
	Supervisor-Support Services/Transportation	190					
<b>4</b>			<b>\$345.58</b>	<b>\$411.40</b>	<b>\$477.23</b>		
	Counselor-Elementary School	168	168	Days	\$58,058.00	\$69,116.00	\$80,174.00
	Counselor-Special Education	168	184	Days	\$63,587.33	\$75,698.48	\$87,809.62
	Counselor-Middle School	184					
	Counselor-High School	184					
<b>5</b>			<b>\$361.21</b>	<b>\$430.02</b>	<b>\$498.82</b>		
	Assistant Principal-Elementary	184	184	Days	\$66,463.20	\$79,122.96	\$91,782.72
<b>5-A</b>			<b>\$366.00</b>	<b>\$435.72</b>	<b>\$505.43</b>		
	Administrator-Database/Systems	190	190	Days	\$69,540.20	\$82,786.06	\$96,031.92
	Administrator-Network	190					
	Coordinator-PEIMS	190					
	Coordinator- <del>Risk Management</del> <a href="#">Human Resources</a>	190					
	Officer-Instructional	190					



# SAN ELIZARIO INDEPENDENT SCHOOL DISTRICT

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## Human Resources Department

### 2025-2026 Administrative Professional Pay Scale

Pay Grade	Job Title	Calendar					
			Daily	Minimum	Midpoint	Maximum	
6	Speech Language Pathologist	163, 173					
	Educational Diagnostician	168					
	<del>Coordinator-State &amp; Federal Programs</del>	190					
	Assistant Principal-Middle School	190					
	Assistant Principal-High School	190					
			<b>Daily</b>	<b>\$392.03</b>	<b>\$466.71</b>	<b>\$541.38</b>	
			163	Days	\$63,901.50	\$76,073.40	\$88,245.30
			173	Days	\$67,821.84	\$80,740.48	\$93,659.12
			168	Days	\$65,861.67	\$78,406.94	\$90,952.21
			190	Days	\$74,486.41	\$88,674.52	\$102,862.62
7	Administrator-CTE	190					
	Administrator-Instructional Programs	190					
	Administrator-Research & Evaluation	190					
	Principal-Elementary	190					
				<b>Daily</b>	<b>\$415.13</b>	<b>\$494.20</b>	<b>\$573.28</b>
			190	Days	\$78,874.00	\$93,898.00	\$108,923.00
8	Licensed School Psychology	173					
	Principal-Middle School	190					
			<b>Daily</b>	<b>\$440.03</b>	<b>\$523.86</b>	<b>\$607.68</b>	
			173	Days	\$76,125.19	\$90,627.78	\$105,128.64
			190	Days	\$83,606.00	\$99,533.00	\$115,459.00
9	Principal-High School	190					
	Director-Special Education	190					
			<b>Daily</b>	<b>\$472.00</b>	<b>\$555.28</b>	<b>\$638.57</b>	
			190	Days	\$89,679.00	\$105,504.00	\$121,328.00
10	Executive Director-Athletics	190					
	Executive Director-Food Service	190					
	Executive Director-Human Resources	190					
	Executive Director-Support Services	190					
	Executive Director-Technology	190					
				<b>Daily</b>	<b>\$497.20</b>	<b>\$584.47</b>	<b>\$670.99</b>
			190	Days	\$94,468.00	\$111,050.00	\$127,489.00
11	Associate Superintendent	190					
	Chief Financial Officer	190					
			<b>Daily</b>	<b>\$523.90</b>	<b>\$616.36</b>	<b>\$708.82</b>	
			190	Days	\$99,542.00	\$117,109.00	\$134,676.00

This salary plan is for the 2025-2026 school year only. Future salaries cannot be predicted from this schedule.



# SAN ELIZARIO INDEPENDENT SCHOOL DISTRICT

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## Human Resources Department

### 2025-2026 Administrative Technical Pay Scale

Pay Grade	Job Title	Calendar	HOURLY		
			Minimum	Midpoint	Maximum
1	Clerk-General Office	190	\$12.00	\$14.79	\$17.47
2	Caseworker-Special Education	168	\$13.89	\$17.16	\$20.27
	Clerk-Attendance ES	163			
	Clerk-Attendance MS	163			
	Clerk-Attendance HS	163			
	Clerk-Campus Clerk	190			
	Clerk-Special Education Campus	190			
	3	Clerk II-Attendance/PEIMS ES			
Registrar MS		184			
Registrar PS		184			
4	Clerk-Student Services	190	\$16.30	\$20.01	\$23.54
	Registrar HS	190			
	Secretary-Campus ES	184			
	Secretary-Campus MS	184			
	Secretary-Campus PS	184			
5	Secretary-Department	190	\$17.78	\$21.82	\$25.67
	Secretary-High School	190			
	Specialist-Accounts Payable	190			
	Specialist-Nutrition Services Support	190			
6	Specialist-HR	190	\$19.67	\$24.00	\$28.12
	Specialist-Payroll	190			
7	Specialist-IT Field	190	\$23.23	\$28.33	\$33.19
8	Secretary-Superintendent	190	\$24.78	\$30.03	\$35.03
	Specialist-IT Support	190			
	Specialist-IT Systems	190			

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# SAN ELIZARIO INDEPENDENT SCHOOL DISTRICT

*A Proud Community of Champions – Soaring to Excellence*



*Human Resources Department  
2025-2026 Food Service Pay Scale*

Pay Grade	Job Title	Calendar	HOURLY		
			Minimum	Midpoint	Maximum
1F	Food Service-Worker/Custodian	154	\$12.11	\$14.44	\$16.60
2F	Food Service-Cashier	154	\$12.98	\$15.63	\$18.09
3F	Food Service-Cook	154	\$13.85	\$16.71	\$19.39
5F	Manager-Food Service <u>Elementary</u>	166	\$17.29	\$20.98	\$24.45
	Manager-Food Service <u>Middle School</u>	166			
6F	Manager-Food Service <u>High School</u>	166	\$19.09	\$22.97	\$26.58

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# SAN ELIZARIO INDEPENDENT SCHOOL DISTRICT

*A Proud Community of Champions – Soaring to Excellence*



*Human Resources Department  
2025-2026 Instructional Support Pay Scale*

Pay Grade	Job Title	Calendar	HOURLY		
			Minimum	Midpoint	Maximum
2	Aide-Classroom	155	\$14.00	\$16.40	\$18.70
	Aide-Classroom-Language Development	155			
	Aide-Classroom-Math & Science	155			
	Aide-Classroom-Pre-K, ESL, PE	155			
	Aide-Computer Lab	155			
	Aide-Computer Lab (w/o teacher)	155			
	Aide-ISS	155			
	Aide-Nurse	158.5			
	Aide-Library	158			
	<a href="#">Aide-DAEP</a>	<a href="#">155</a>			
	<a href="#">Aide-Title I</a>	<a href="#">155</a>			
<a href="#">Aide-Math &amp; Reading</a>	<a href="#">155</a>				
3			\$15.65	\$18.25	\$20.89
3	Aide-Special Ed II-ASC	155	\$15.65	\$18.25	\$20.89
	<del>Aide-Special Ed II-ECSE</del>	<del>155</del>			
	<del>Aide-Special Ed II-ESCS/Collaborative</del>	<del>155</del>			
	<del>Aide-Special Ed II-Life Skills</del>	<del>155</del>			
	<del>Aide-Special Ed II-LS/ASC/Resource</del>	<del>155</del>			
	<del>Aide-Special Ed II-Resource</del>	<del>155</del>			
	<del>Aide-Special Ed II-SES/ASC</del>	<del>155</del>			
	<del>Aide-Special Ed II-SES/Resource</del>	<del>155</del>			
	<del>Aide-Special Ed II-SLC</del>	<del>155</del>			
	<del>Aide-Special Ed II-SLC/Life Skills</del>	<del>155</del>			
	Parent Liaison	158			
Special Education Job Coach	155				
<a href="#">Aide-Graphic Design &amp; Illustration</a>	<a href="#">155</a>				
4			\$17.65	\$20.69	\$23.73
4	Officer- <del>Traffic</del> <a href="#">Attendance</a>	184	\$17.65	\$20.69	\$23.73
5			\$20.88	\$24.55	\$28.23
5	Nurse-Licensed Vocational	155, 158.5	\$20.88	\$24.55	\$28.23
	Parent Liaison-District	168			
			HOURLY		
	<del>Literacy Instructor</del>			\$31.67	

**Note:**

No new positions have been created, positions have been retitled.



# SAN ELIZARIO INDEPENDENT SCHOOL DISTRICT

*A Proud Community of Champions – Soaring to Excellence*



*Human Resources Department  
2025-2026 Instructional Support Pay Scale*

This salary plan is for the 2025-2026 school year only. Future salaries cannot be predicted from this schedule.

*NO change  
from current school year*



# SAN ELIZARIO INDEPENDENT SCHOOL DISTRICT

*A Proud Community of Champions – Soaring to Excellence*



*Human Resources Department  
2025-2026 Operations Support Pay Scale*

Pay Grade	Job Title	Calendar	HOURLY		
			Minimum	Midpoint	Maximum
<b>1</b>	Custodian	190	\$12.00	\$14.16	\$16.32
	Monitor-Bus	151			
	Monitor-Crossguard	151			
<b>2</b>	Groundskeeper	190	\$13.38	\$15.84	\$18.30
<b>3</b>	Security-Campus	173	\$14.39	\$17.07	\$19.75
	Warehouse Worker	190			
<b>3B</b>	Security-District	210	\$14.89	\$17.57	\$20.25
<b>4</b>	Clerk-Inventory/Commodities Delivery	190	\$15.49	\$18.40	\$21.33
	Head Custodian ES	190			
	Head Custodian MS	190			
	Maintenance Worker	190			
<b>4B</b>	Groundskeeper/Applicator	190	\$16.68	\$19.86	\$23.05
<b>5</b>	Head Custodian HS	190	\$17.99	\$21.46	\$24.92
	Irrigator	190			
	Maintenance-Plumber Assistant	190			
<b>6</b>	IPM Applicator/Utility Worker	190	\$19.78	\$23.38	\$26.98
<b>6B</b>	Bus Driver	155, 184	\$20.00	\$23.20	\$26.39
<b>6C</b>	Bus Driver-Lead	190	\$21.45	\$25.07	\$28.68
	Dispatcher-Transportation	184			
<b>7</b>	Maintenance-Electrician	190	\$22.60	\$26.78	\$30.97
	Maintenance-HVAC Technician	190			
	Maintenance-Plumber	190			
	<del>Officer-Nutrition Services Compliance</del>	<del>190</del>			
<b>8</b>	Supervisor-Security	190 17	\$24.50	\$28.75	\$33.01

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# SAN ELIZARIO INDEPENDENT SCHOOL DISTRICT

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## Human Resources Department

### 2025-2026 Food Service Summer School/Intersession Pay Rates

Listed below are the approved miscellaneous pay rates to be used for child nutrition employees who work during the **summer** or **during school breaks** outside of their regular duty hours. Miscellaneous pay rates are not determined by funding sources or the amount of available funding. Pay rates are consistent with the duties performed and are to be applied consistently to all employees.

Position	Hourly
Food Service Worker/Custodian and Food Service Clerk	\$16.50
Food Service Cashier	\$17.50
Food Service Cook	\$20.00
Food Service Manager	\$3.00 / hour above their regular rate of pay

NOTE: Employee's hourly rate applies if greater than established rate.

This salary plan is for the 2025-2026 school year only. Future salaries cannot be predicted from this schedule.



# SAN ELIZARIO INDEPENDENT SCHOOL DISTRICT

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## *Human Resources Department*

### *2025-2026 Mindful Monday's Support Services Pay Rates*

Listed below are the approved miscellaneous pay rates to be used for Support Services employees who work during a mindful Monday outside of their regular duty hours due to emergencies or instructional needs. Miscellaneous pay rates are not determined by funding sources or the amount of available funding. Pay rates are consistent with the duties performed and are to be applied consistently to all eligible employees as determined by Superintendent.

Position	Hourly
Support Service Employee	\$3.00 / hour above their regular rate of pay

NOTE: Employee's hourly rate applies if greater than established rate.

This salary plan is for the 2025-2026 school year only. Future salaries cannot be predicted from this schedule.



# SAN ELIZARIO INDEPENDENT SCHOOL DISTRICT

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## Human Resources Department

### 2025-2026 Guest Teacher/Substitute Pay Rates

<b>Guest Teacher (Daily Rate)</b>	
SEISD Guest Teacher Training	\$100.00
30+ College Hours	\$110.00
Associate Degree	\$115.00
Bachelor's Degree	\$130.00
Teacher Certified -State of Texas	\$155.00
<i>Long Term Assignment (assigned by campus and/or HR)</i>	
Teacher Certified -State of Texas	\$160.00
Non-Certified	Additional \$10.00

<b>Additional Pay for assignment days (Above Daily Rates)</b>	
<ul style="list-style-type: none"> <li>• \$5.00/day after 30 assignment days</li> <li>• \$10.00/day after 50 assignment days</li> </ul>	
<p><i>Note: Additional pay for assignments <u>does not</u> apply to long term assignments. Assignments days <u>do not</u> have to be consecutive days and half day assignments counts as <u>ONE</u> assignment day. The additional pay for assignments is reset back to zero at the beginning of each school year.</i></p>	

<b>Substitutes (Daily Rate)</b>	
Registered Nurse (Assigned by HR)	\$150.00
Licensed Cosmetology Teacher (Assigned by HR)	\$150.00

<b>Substitutes (Hourly Rate)</b>	
Custodian and/or Food Service Worker	\$10.00
Health Aide	\$12.00
<p><i>Note: All Custodian, Food Service and Health Aide Substitutes are <u>required</u> to clock-in and clock-out daily.</i></p>	



# SAN ELIZARIO INDEPENDENT SCHOOL DISTRICT

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*Human Resources Department*

## **Proposed Stipends Advanced Placement EAF Counseling Coach**



# SAN ELIZARIO INDEPENDENT SCHOOL DISTRICT

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## Human Resources Department 2025-2026 Academic Stipends

<b>Stipends Paid over 12 months</b>	
*Bilingual/ESL	\$4,000
*Bilingual/ESL Serving in Dual Language Setting	\$4,500
Librarian	\$2,000
Librarian-Supervising more than one campus (per supervised campus)	\$1,000
Master's Degree	\$1,200
☆Special Education	\$2,500
**Math	\$3,000
**Science	\$6,000
**English	\$3,000
<b>Yearbook CLASSROOM TEACHERS ONLY</b>	
Elementary	\$300
Middle School	\$600
High School	\$2,000
<b>Mentor Teachers CLASSROOM TEACHERS ONLY</b>	
Elem., MS, HS	\$600
<b>Career &amp; Technical Student Organization CLASSROOM TEACHERS ONLY</b>	
BPA	Up to \$1,500
HOSA	Up to \$1,500
NTHS	Up to \$1,500
SkillsUSA	Up to \$1,500
TAFE	Up to \$1,500
TSA	Up to \$1,500
Vex Robotics (TSA Support) (x1)	Up to \$1,500
<i>*Stipends will be prorated based on the classes being taught for which the requirements are.</i>	
<b>Additional Certification One-Time Incentive CLASSROOM TEACHERS ONLY</b>	
Special Education	\$500
Bilingual/ESL	\$500
Content Certification-Secondary (for Special Education Teachers)	\$500
Generalist Certification (for Special Education Teachers)	\$1,000

<b>Stipends paid in June-Upon completion of Assignment *Paid each semester (December/June) CLASSROOM TEACHERS ONLY</b>	
Department Head 3-5 Teachers (MS, HS)	\$600
Department Head 6-9 Teachers (MS, HS)	\$900
Department Head 10+ Teachers (MS, HS)	\$1,200
*Dual Credit-Per class, per semester (HS)	\$285
*Advanced Placement-Per class, per semester (HS)	\$200
<b>Effective Advising Framework (EAF)</b>	
EAF Counseling Coach	\$12,000
EAF Project Coordinator	\$10,000
High School EAF Representative	\$5,000
AVID EAF Representative	\$5,000
CTE EAF Representative	\$5,000
EAF Counselor Representatives (x4)	\$5,000
CCMR EAF Counselor Rollouts (x6)	\$1,700
<b>Gifted and Talented -Elem., MS, HS</b>	
GT Coordinator	\$1,000
<b>Special Education Stipends</b>	
Visually Impaired	\$4,000
Behavioral Unit	\$1,000
Registered Nurse	\$1,200
SLP Supervising SLPA	\$1,200
Teacher with Diagnostic Evaluation Duties	\$2,500
<b>University Interscholastic League (UIL) CLASSROOM TEACHERS ONLY</b>	
UIL Event Sponsor – HS, MS	\$500
UIL Coordinator – HS	\$1,200
UIL Coordinator – MS	\$750
UIL Science Coordinator – Elem., MS, HS	\$500
<b>Other: Extra Curricular Activities CLASSROOM TEACHERS ONLY</b>	
National Honor Society – MS, HS	\$500
Science Fair Coordinator – MS, HS	\$500
One Act Play – HS	\$1,350
Pep Squad – Elem.	\$300
Student Council – MS	\$600
Student Council – HS	\$1,200
Robotics	\$1,350
Literary Anthology Campus Coordinator (6)	\$500
Speech and Debate	\$1,500
STEM Coordinator	\$500



# SAN ELIZARIO INDEPENDENT SCHOOL DISTRICT

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*Human Resources Department  
2025-2026 Academic Stipends*

**\*\*Math, Science and English stipends will only be paid to secondary teachers (7-12) teaching in the certification area. Teachers must be fully certified in the specialty area.**

★ May be combined with Bilingual/ESL or Dual Language stipend, if serving in a bilingual or dual setting.

Additional certification one-time incentive applies to Classroom Teachers who challenge AND pass an additional certification. The exam fee will also be reimbursed upon passing the exam. Incentive paid per each area



# SAN ELIZARIO INDEPENDENT SCHOOL DISTRICT

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## Human Resources Department 2025-2026 Non-Academic Stipends

<b>Basketball</b>	
Varsity Coach (x2)	\$8,500
JR Varsity (x2)	\$3,650
9 <sup>th</sup> (x2)	\$3,650
Middle School – 7 <sup>th</sup>	\$2,000
Middle School – 8 <sup>th</sup>	\$2,000
<b>Cheerleading/Dance</b>	
Varsity Coach	\$4,500
JR Varsity	\$2,500
Dance – HS	\$4,000
Folklorico – HS	\$1,500
Middle School – 7 <sup>th</sup>	\$1,875
Middle School – 8 <sup>th</sup>	\$1,875
<b>Cross Country</b>	
Varsity Coach (Boys & Girls)	\$7,500
Assistant – HS	\$3,600
Middle School (x2)	\$1,800
<b>Music</b>	
Band Director – HS w/MS Assist. Duty	\$10,000
Band Assistant (2)	\$5,850
Band Director – MS	\$5,000
Mariachi Group Sponsor	\$4,500
Mariachi Group Assistant (x1)	\$1,500
Color Guard Sponsor – HS	\$2,250
Color Guard Assistant – HS	\$1,000
<b>Football</b>	
Head Coach – HS	\$16,000
Coordinator (x2)	\$9,000
Assistant (x5)	\$7,200
Assistant -9 <sup>th</sup> (x2)	\$7,000
Head Coach – MS	\$3,200
Middle School – 7 <sup>th</sup>	\$2,700
Middle School – 8 <sup>th</sup>	\$2,700
<b>Soccer</b>	
Head Coach (Boys)	\$7,500
Head Coach (Girls)	\$7,500
Assistant (x2)	\$3,900
JR Varsity (x2)	\$3,500
Middle School – 7 <sup>th</sup> (x2)	\$1,800
Middle School – 8 <sup>th</sup> (x2)	\$1,800
<b>Special Olympics</b>	
Coach (x3)	\$750
<b>Additional Trades Certification One Time Incentive</b>	
Plumber	\$500
Electrician	\$500
Irrigator	\$500
Applicator	\$500

<b>Summer UIL Conditioning</b>	
2 Sessions	\$325
<b>Tennis</b>	
Head Coach – HS	\$7,500
Assistant – HS	\$3,900
*Middle School – 7 <sup>th</sup>	\$1,800
*Middle School – 8 <sup>th</sup>	\$1,800
<b>Trainer</b>	
Athletic Trainer	\$18,000
Single Athletic Trainer (in-district prorated until vacancy is filled)	\$9,000
<b>Volleyball</b>	
Varsity Coach	\$6,500
JR Varsity (x2)	\$3,510
9 <sup>th</sup> (x2)	\$3,510
Middle School – 7 <sup>th</sup>	\$2,160
Middle School – 8 <sup>th</sup>	\$2,160
Middle School – 8 <sup>th</sup> (B Team)	\$2,160
<b>Wrestling</b>	
Head Coach (Boys & Girls)	\$6,500
Wrestling Coach – HS	\$3,500
*Middle School	\$1,800
<b>*Baseball</b>	
Head Coach – HS	\$6,500
Assistant – HS	\$3,900
JR Varsity	\$3,500
Middle School – 7 <sup>th</sup>	\$1,800
Middle School – 8 <sup>th</sup>	\$1,800
<b>*Softball</b>	
Varsity Coach	\$6,500
Assistant	\$3,900
JR Varsity	\$3,500
Middle School – 7 <sup>th</sup>	\$1,800
Middle School – 8 <sup>th</sup>	\$1,800
<b>*Track</b>	
Head Coach (Boys)	\$6,000
Head Coach (Girls)	\$6,000
Assistant (x3)	\$3,900
Middle School – 7 <sup>th</sup> (x2)	\$1,800
Middle School – 8 <sup>th</sup> (x2)	\$1,800
<b>Golf</b>	
Head Coach (Boys & Girls)	\$4,750
Assistant – HS	\$2,625
Head Coach – MS (Boys & Girls)	\$1,000

\*Spring Sports -First stipend payments begin with January Check.

Additional Certification one-time incentive applies to support services employees who challenge AND pass an additional certification. The exam fee will also be reimbursed upon passing of exam. Incentive paid per each area.



# SAN ELIZARIO INDEPENDENT SCHOOL DISTRICT

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## Human Resources Department 2025-2026 Miscellaneous Pay Rates

Professional Development	
Summer Professional Development (3-hour session)	\$75.00
Summer Professional Development (6-hour session)	\$150.00
After School Professional Development (attending 2-3 hour session)	\$75.00
Saturday Professional Development (3-hour session)	\$75.00
Saturday Professional Development (6-hour session)	\$150.00
Extra Duty Pay-Teachers	
Tutor-Certified (per hour)	\$50.00
Summer School Assignment (per hour)	\$50.00
After School Activities/Intermural (per hour)	\$50.00
Literacy Instructor	\$40.00
Special Assignment (professional employees) (per day)	\$30.00
Hourly Pay	
Coach-COOP (per hour)	\$8.50
High School Student-COOP (per hour)	\$7.25
Student Intern (per hour)	\$30.00
Tutors-Non-Certified (per hour)	\$15.00
Professional Skills Services (per hour)	\$30.00
Speech Language Pathologist (per hour)	\$55.00
<i>Campus Instructional Specialist qualify to tutor as long as it is after their scheduled hours or on a Saturday.</i>	
Extra Duty Pay-Special Education	
Diagnostician (per hour)	\$50.00
LSSP (per hour)	\$50.00

Athletics	
Ticket Sellers (professional-per event)	\$30.00
Clock/Timekeeper (professional-per event)	\$25.00
Official Books Keeper *Varsity Games ONLY (professional-per event)	\$25.00
Announcer *Football games ONLY (professional-per event)	\$25.00
Pitch Counter (professional-per event)	\$25.00
County Sheriff's Services *Football games ONLY (professional-per event)	\$25.00
Non-District Employee (per hour)	\$10.00
Hy-Tk Computer Data Operator (Depending on the size of track or Cross Country meet and how many divisions)	\$150 - \$180
Finish-Lynx Camera Operator (Depending on the size of track or Cross Country meet and how many divisions)	\$150 - \$180
Law Enforcement Services	\$60.00/hr
Special Education-Contracted Services	
Occupational Therapist (per hour)	\$68.00
Physical Therapist (per hour)	\$70.00
Speech Language Pathologist, CCC (per hour)	\$55.00
Licensed Specialist in Schools Psychology (per evaluation) Note: 1 <sup>st</sup> year LSSP \$375, Supervisor \$100	\$475.00
Itinerant Teacher for Auditory Impaired (per hour)	\$55.00
Transition Specialist (per hour)	\$50.00
Orientation & Mobility Specialist (per hour)	\$50.00
Doctor of Medicine (per prescription)	\$15.00
Diagnostician (per hour)	\$55.00
District Teacher & Employee of the Year -One Time	
District Teacher of the Year (3)	\$1,000
District Employee of the Year (3)	\$1,000

All District hourly employees will be paid at their hourly rate for additional duties. Overtime will be paid, if applicable. District Teacher and Employee of the Year Incentive is a one-time payment for the contract year for district winners.



San Elizario ISD  
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 San Elizario, TX 79849  
 Phone 915.872.3900  
 Fax 915.872.3903

## MEMORANDUM

**To:** Members of the Board of Trustees  
**From:** Elizabeth Perez, Chief Financial Officer  
**Subject:** Discussion of changes and/or impact to local, state, and federal funding in accordance with School FIRST Rating Indicator #20  
**Date:** June 18, 2025

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### HISTORY:

The state’s school financial accountability rating system, known as the School Financial Integrity Rating System of Texas (FIRST), ensures that Texas public schools are held accountable for the quality of their financial management practices and that they improve those practices.

### RATIONALE:

One of the Financial Competence Indicators is:

*#20 – Did the school district’s administration and school board members discuss any changes and/or impact to local, state, and federal funding at a board meeting within 120 days before the district adopted its budget?*

Though these changes have been discussed during the budget workshops, they are summarized here by category:

### Local Funding

Maintenance & Operations (M&O) Tax Rate (used for levying of tax)

2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26
\$1.0287	\$1.0151	\$0.9207	\$0.9033	\$0.7219	\$0.7156	\$0.7156*

*\*estimated, final rate will not be known until August of 2025 once final certified values are available and provided to TEA and is subject to change if additional tax rate compression is approved*

Maintenance & Operations (M&O) Tax Collections (used for Tier 1 and Tier 2 state funding)

2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26
\$2,442,423	\$2,590,273	\$2,648,181	\$2,923,682	\$1,996,490	\$2,348,341	\$2,272,934**

*\*\*estimated as final levy will not be known until August of 2025 once final certified values are available*

*San Elizario ISD’s mission is to graduate students with skills to meet the demands of a changing world by promoting student success as non-negotiable, channeling resources to match learning needs of students, employ and retain a quality staff so that San Elizario is a proud, innovative and academically superior district*



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Average interest rate (using Lonestar investment pool rate)

2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26
1.62%	0.13%	0.24%	3.94%	5.45%	5.41%*	4.39%**

\*average rates through May 31, 2025

\*\* interest rates have started to decline and are expected to drop further

### **State Funding**

Basic Allotment (funding/std along with attendance & std demographics drive Tier 1 funding)

2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26
\$6,160	\$6,160	\$6,160	\$6,160	\$6,160	\$6,160	\$6,160

Tier 2 Guaranteed Yield Level 1 (additional funding available above Tier 1 levels for tax rates above the minimum compressed rate)

2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2024-25
\$98.56	\$98.56	\$98.56	\$98.56	\$126.21	\$129.52	\$129.52

Tier 2 Guaranteed Yield Level 2 (additional funding available above Tier 1 levels for tax rates above the minimum compressed rate)

2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2024-25
\$49.28	\$49.28	\$49.28	\$49.28	\$49.28	\$49.28	\$49.28

### **Federal Funding - Entitlements**

Grant by Year	2023-2024 (final)	2024-25 (final)	2025-26 (planning)
Title I, Part A	\$2,112,884	\$2,780,682	\$1,892,197
Title I, Part C	\$38,163	\$46,347	\$22,363
Title II, Part A	\$258,957	\$295,766	\$157,224
Title III, Part A	\$233,774	\$296,883	\$161,360
Title IV, Part A	\$268,974	\$296,139	\$150,226
IDEA-B Formula	\$700,242	\$666,118	\$605,850
IDEA-B Preschool	\$9,081	\$8,688	\$8,271

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Title I, Perkins V	\$78,893	\$77,841	\$44,850
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## MEMORANDUM

**To:** Members of the Board of Trustees  
**From:** Elizabeth Perez, Chief Financial Officer  
**Subject:** Discussion on Proposed Budget and Proposed Tax Rate for 2025-2026 School Year  
**Date:** June 18, 2025

---

### HISTORY:

A “Notice of Public Meeting to Discuss Budget and Proposed Tax Rate” was published in the West Texas County Courier on June 5, 2025 in accordance with TEC 44.004(b).

### RATIONALE:

The purpose of this agenda item is to present the proposed budget and proposed tax rate for the upcoming year.

### BUDGET IMPACT:

There is no budget impact with this agenda item as it is for presentation and discussion only.

### ADMINISTRATIVE RECOMMENDATION:

**Please check one:**     For approval     Report / Information only     Recognition only

*San Elizario ISD’s mission is to graduate students with skills to meet the demands of a changing world by promoting student success as non-negotiable, channeling resources to match learning needs of students, employ and retain a quality staff so that San Elizario is a proud, innovative and academically superior district*

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# Discussion on Proposed Budget and Proposed Tax Rate for the 2025-2026 School Year

June 18, 2025



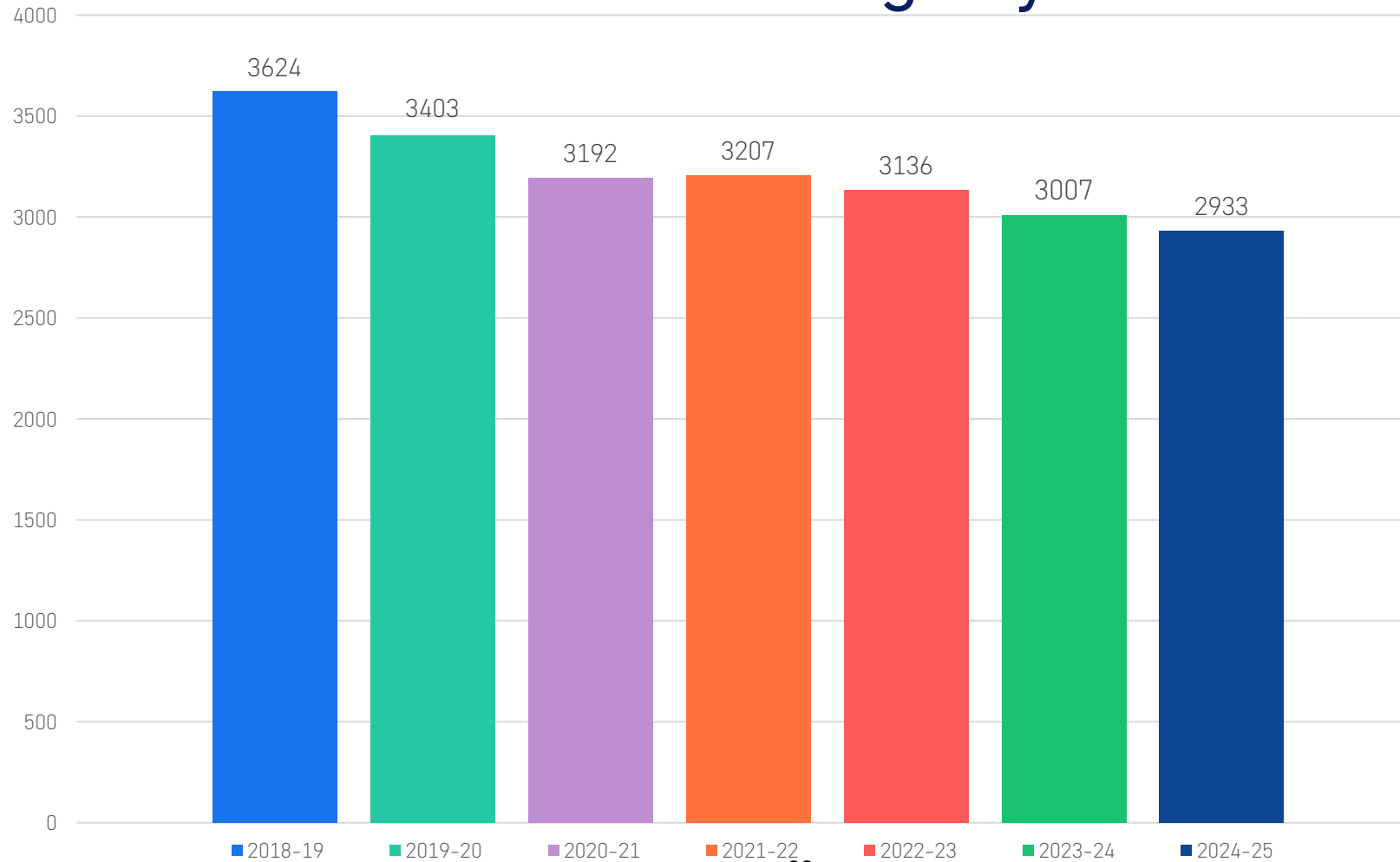
# Agenda



- ❑ Student Enrollment & Average Daily Attendance (ADA)
- ❑ Fiscal Year 2026 Proposed Budget
- ❑ Proposed Tax Rate

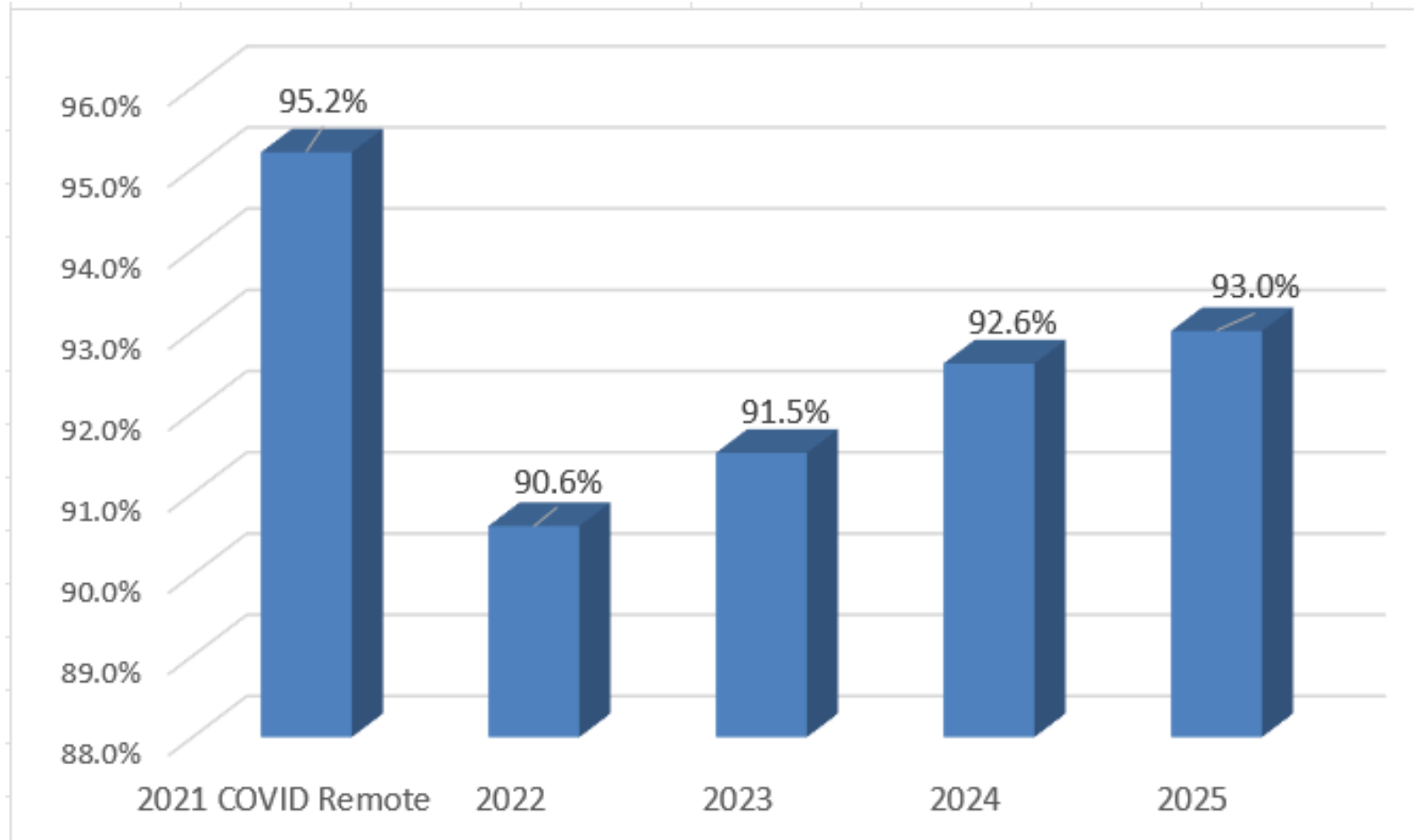


# Fiscal Year 2025 Enrollment Average by Year



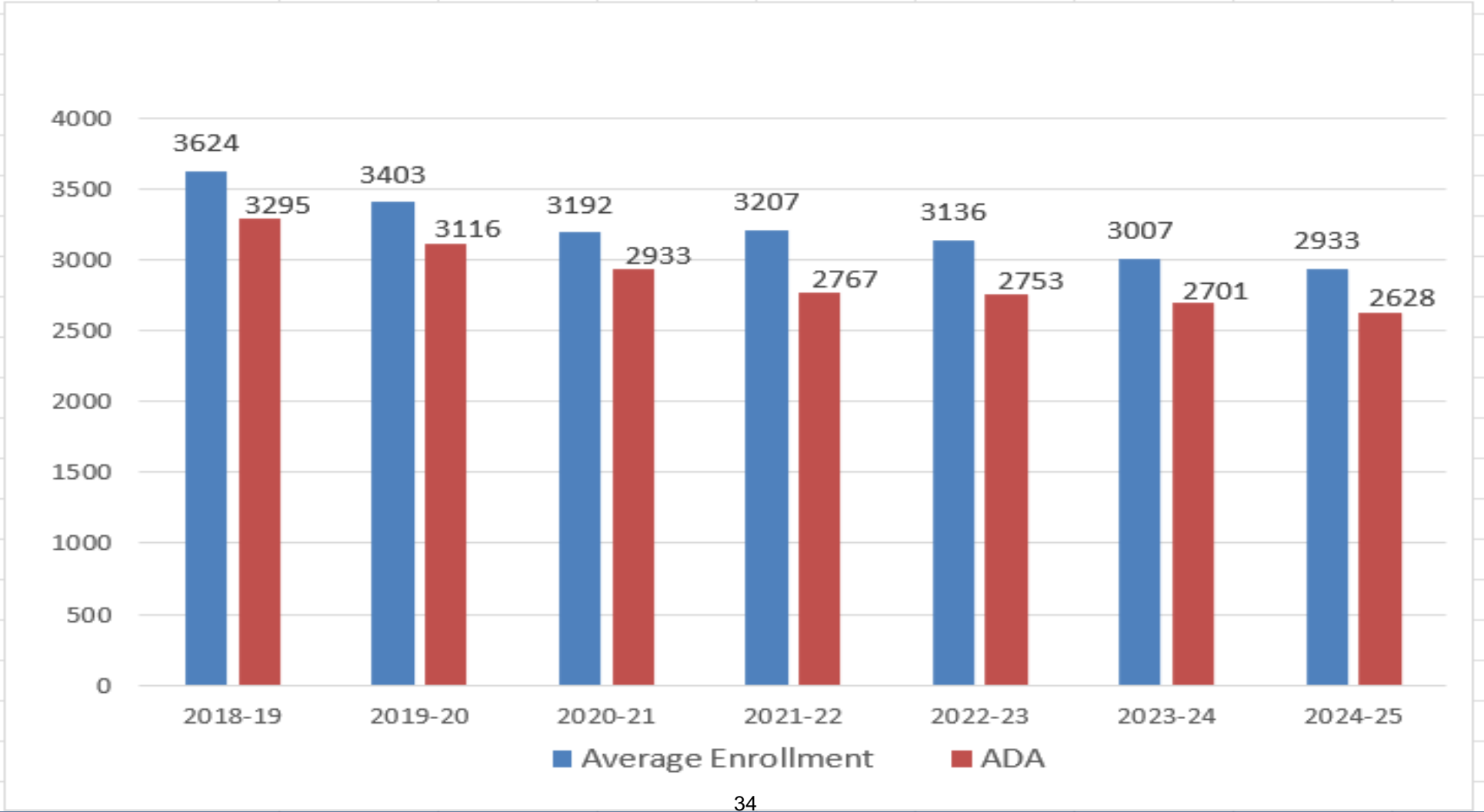
Note:

# Fiscal Year 2025 ADA District Summary



# Fiscal Year 2025

## Historical Enrollment and ADA



# Fiscal Year 2025

## Average Daily Attendance (ADA)

ADA%	Revenue Generated by Basic Allotment	Lost Opportunity
100%	≈\$18.05M	
95%	≈\$17.15M	(.90M)
94%	≈\$16.97M	(1.08M)
93%	≈\$16.79M	(1.26M)
92%	≈\$16.60M	(1.44M)
91%	≈\$16.42M	(1.62M)
90%	≈\$16.24M	(1.80M)
<i>Enrollment as of 6/4/25 for May 30th - 2,930</i>		
<i>Based on Basic Allotment - \$6,160</i>		

# Fiscal Year 2026 General Fund Budget Snapshot

Fiscal Year 2026  
General Operating Fund  
Proposed Budget Snapshot

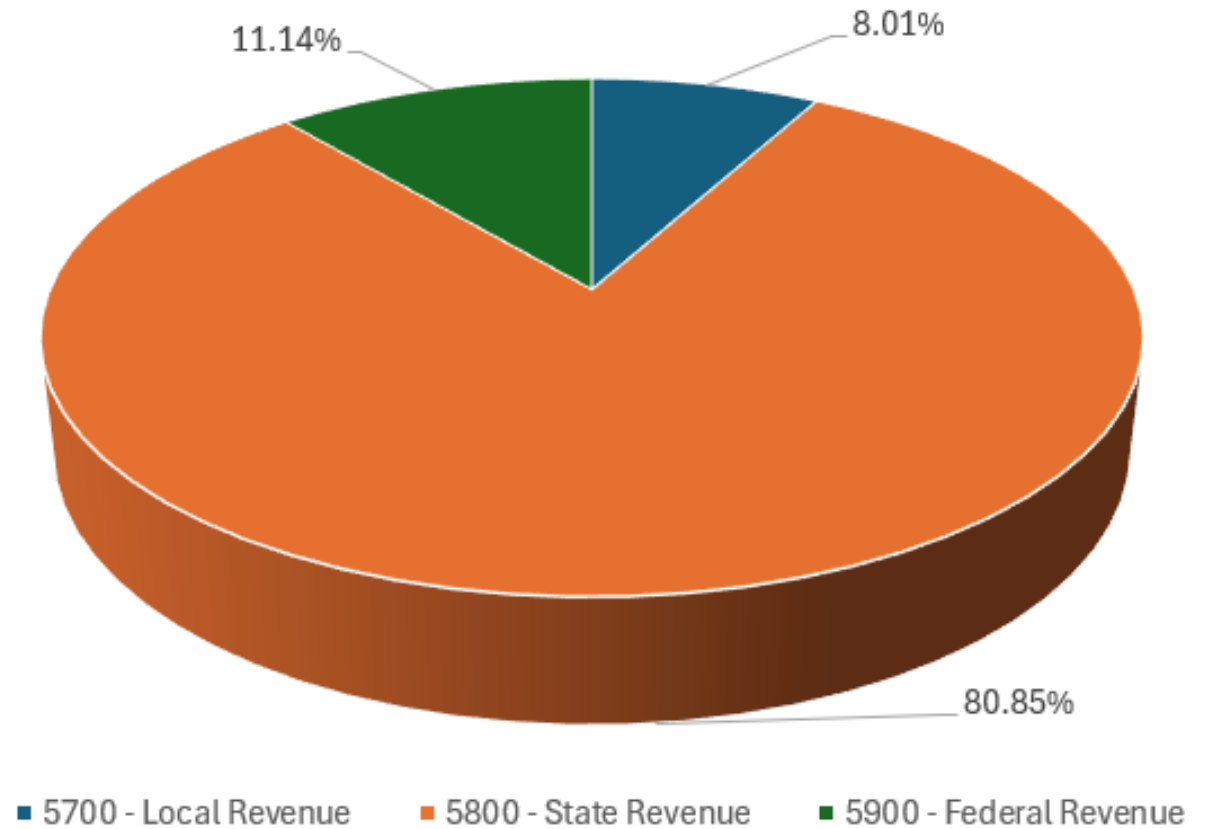
Revenue				
	FY 2025 Adopted	FY 2025 Amended	FY 2026 Proposed	Variance Adopted vs Proposed
5700 - Local Revenue	3,168,717	3,104,306	3,093,147	(75,570)
5800 - State Revenue	31,951,976	30,901,885	31,231,757	(720,219)
5900 - Federal Revenue	4,305,000	4,305,000	4,305,000	-
<b>Total</b>	<b>\$ 39,425,693</b>	<b>\$ 38,311,191</b>	<b>\$ 38,629,904</b>	<b>\$ (795,789)</b>
Expenses				
	FY 2025 Adopted	FY 2025 Amended	FY 2026 Proposed	Variance Adopted vs Proposed
11 - Instruction	19,231,854	18,691,262	19,734,074	502,220
12 - Instruction Resources and Media	91,905	94,478	67,426	(24,479)
13 - Curriculum & Inst Staff Develop	876,647	862,843	859,460	(17,187)
21 - Instructional Leadership	771,466	710,560	744,080	(27,386)
23 - School Leadership	2,189,604	2,147,429	2,102,639	(86,965)
31 - Guidance, Counseling, Evaluation	1,477,931	1,465,629	1,503,569	25,638
32 - Social Work Services	64,488	62,511	50,039	(14,449)
33 - Health Services	505,977	488,825	427,494	(78,483)
34 - Student Transportation	1,297,829	1,281,541	1,421,379	123,550
35 - Food Services	3,535,000	3,634,000	3,310,425	(224,575)
36 - Extracurricular Activities	1,153,814	1,155,128	909,279	(244,535)
41 - General Administration	1,811,023	1,951,744	1,707,954	(103,069)
51 - Facilities Maint and Operations	5,321,684	5,502,199	5,317,942	(3,742)
52 - Security and Monitoring Services	1,621,544	1,546,607	608,150	(1,013,394)
53 - Data Processing Services	1,414,788	1,592,929	1,170,851	(243,937)
61 - Community Services	16,100	16,171	15,030	(1,070)
71 - Debt Service	304,575	322,709	319,725	15,150
81 - Facilities Acquisition & Construction	375,150	351,175		(23,975)
99 - Other Intergovernmental Charges	52,000	52,000	51,700	(300)
<b>Total</b>	<b>\$ 42,113,379</b>	<b>\$ 41,929,741</b>	<b>\$ 40,321,216</b>	<b>\$ (1,792,163)</b>
<b>Revenue Over/Under Expenses</b>	<b>\$ 2,687,686</b>	<b>\$ (3,618,550)</b>	<b>\$ (1,691,312)</b>	<b>\$ 996,374</b>

Note: Handout included as attachment

\*Func 11 increased in 6100 due to health insurance calculated for all employees

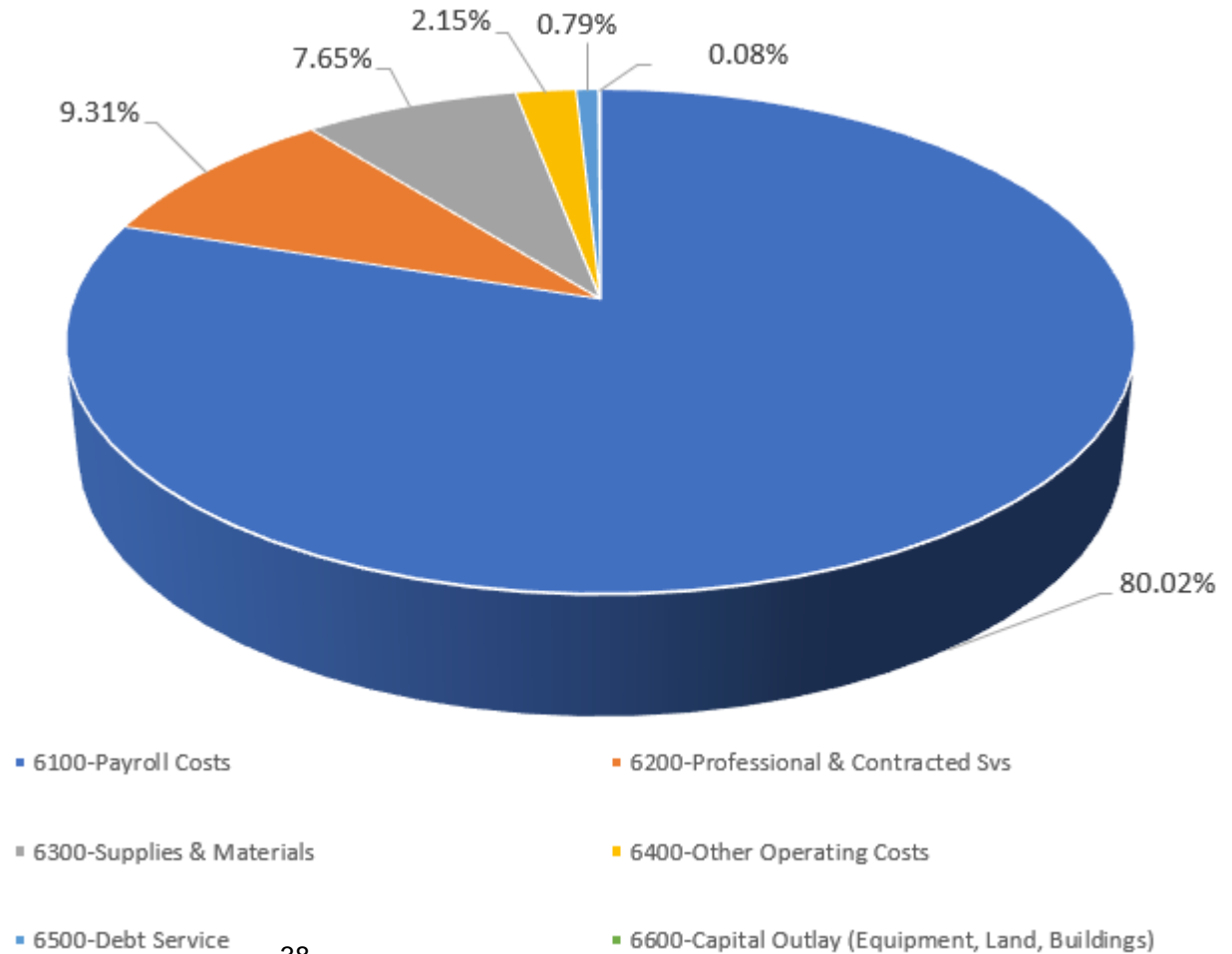
# Fiscal Year 2026 Revenue Sources

	FY 2026 Proposed
5700 - Local Revenue	3,093,147
5800 - State Revenue	31,231,757
5900 - Federal Revenue	4,305,000
<b>Total</b>	<b>\$38,629,904</b>



# Fiscal Year 2026 Budget by Expenditure Category

Expenditure Category	Amount
6100 - Payroll Costs	\$ 32,263,164
6200 - Professional & Contracted Svs	\$ 3,755,414
6300 - Supplies & Materials	\$ 3,085,643
6400 - Other Operating Costs	\$ 866,870
6500 - Debt Service	\$ 319,725
6600 - Capital Outlay (Equipment, Land, Buildings)	\$ 30,400
	<b>\$ 40,321,216</b>



San Elizario Independent School District  
General Fund Budget - Fiscal Year 2025-2026

	2021-2022		2022-2023		2023-2024		2024-2025		2025-2026						
	Actual		Actual		Actual		Amended		Proposed						
<b>REVENUES</b>															
5700 Total Local and Intermediate Sources	\$	2,949,691	7%	\$	3,757,570	10%	\$	3,386,457	8%	\$	3,104,306	8%	\$	3,093,147	8%
5800 State Program Revenues	\$	31,346,020	80%	\$	30,182,582	77%	\$	32,224,161	80%	\$	30,901,885	81%	\$	31,231,757	81%
5900 Federal Programs	\$	5,049,515	13%	\$	5,506,593	14%	\$	4,575,515	11%	\$	4,305,000	11%	\$	4,305,000	11%
<i>Total Revenues</i>	\$	<u>39,345,226</u>	100%	\$	<u>39,446,745</u>	100%	\$	<u>40,186,133</u>	100%	\$	<u>38,311,191</u>	100%	\$	<u>38,629,904</u>	100%
<b>EXPENDITURES</b>															
11 Instruction	\$	17,343,090	48%	\$	17,913,556	47%	\$	17,634,319	42%	\$	18,691,262	45%	\$	19,734,074	49%
12 Instructional Resources and Media Services	\$	390,927	1%	\$	70,467	0%	\$	170,168	0%	\$	94,478	0%	\$	67,426	0%
13 Curriculum and Instructional Staff Development	\$	225,711	1%	\$	211,417	1%	\$	338,107	1%	\$	862,843	2%	\$	859,460	2%
21 Instructional Leadership	\$	742,337	2%	\$	842,907	2%	\$	771,157	2%	\$	710,560	2%	\$	744,080	2%
23 School Leadership	\$	2,081,360	6%	\$	2,287,273	6%	\$	1,436,865	3%	\$	2,147,429	5%	\$	2,102,639	5%
31 Guidance, Counseling and Evaluation Services	\$	1,226,040	3%	\$	1,197,341	3%	\$	1,210,631	3%	\$	1,465,629	3%	\$	1,503,569	4%
32 Social Work Services	\$	246,189	1%	\$	52,893	0%	\$	61,210	0%	\$	62,511	0%	\$	50,039	0%
33 Health Services	\$	403,886	1%	\$	445,087	1%	\$	370,115	1%	\$	488,825	1%	\$	427,494	1%
34 Student (Pupil) Transportation	\$	1,168,388	3%	\$	1,324,044	3%	\$	1,844,857	4%	\$	1,281,541	3%	\$	1,421,379	4%
35 Food Services	\$	2,773,697	8%	\$	3,710,817	10%	\$	3,838,747	9%	\$	3,634,000	9%	\$	3,310,425	8%
36 Cocurricular/Extracurricular Activities	\$	961,960	3%	\$	1,271,821	3%	\$	1,258,265	3%	\$	1,155,128	3%	\$	909,279	2%
41 General Administration	\$	1,593,324	4%	\$	1,744,048	5%	\$	1,754,284	4%	\$	1,951,744	5%	\$	1,707,954	4%
51 Facilities Maintenance and Operations	\$	4,137,583	12%	\$	4,492,246	12%	\$	5,906,144	14%	\$	5,502,199	13%	\$	5,317,942	13%
52 Security and Monitoring Services	\$	955,160	3%	\$	923,547	2%	\$	1,370,455	3%	\$	1,546,607	4%	\$	608,150	2%
53 Data Processing Services	\$	1,349,562	4%	\$	1,215,364	3%	\$	1,381,690	3%	\$	1,592,929	4%	\$	1,170,851	3%
61 Community Services	\$	34,504	0%	\$	30,700	0%	\$	28,348	0%	\$	16,171	0%	\$	15,030	0%
71 Debt Service	\$	90,705	0%	\$	125,943	0%	\$	131,397	0%	\$	322,709	1%	\$	319,725	1%
81 Facilities Acquisition and Construction	\$	148,274	0%	\$	437,526	1%	\$	2,068,973	5%	\$	351,175	1%	\$	-	0%
99 Other Intergovernmental Charges	\$	40,286	0%	\$	43,827	0%	\$	33,673	0%	\$	52,000	0%	\$	51,700	0%
<i>Total Expenditures</i>	\$	<u>35,912,983</u>	100%	\$	<u>38,340,824</u>	100%	\$	<u>41,609,405</u>	100%	\$	<u>41,929,741</u>	100%	\$	<u>40,321,216</u>	100%
<b>REVENUES OVER(UNDER) EXPENDITURES</b>	\$	<u>3,432,243</u>		\$	<u>1,105,921</u>		\$	<u>(1,423,272)</u>		\$	<u>(3,618,550)</u>		\$	<u>(1,691,312)</u>	
<b>OTHER FINANCING SOURCES (USES)</b>															
Sale of Real and Personal Property	\$	47,102		\$	27,011		\$	10,523		\$	25,000		\$	25,000	
Proceeds of Right-to-Use Lease	\$	-		\$	251,611		\$	619,042		\$	-		\$	-	
Proceeds of SBITAs and Other Resources	\$	-		\$	42,025		\$	-		\$	-		\$	-	
Operating Transfer In	\$	-		\$	-		\$	-		\$	-		\$	-	
Operating Transfer Out	\$	(600,000)		\$	-		\$	-		\$	-		\$	-	
<i>Total Other Financing Sources (Uses)</i>	\$	<u>(552,898)</u>		\$	<u>320,647</u>		\$	<u>629,565</u>		\$	<u>25,000</u>		\$	<u>25,000</u>	
<b>FUND BALANCE</b>															
Net Change in Fund Balance	\$	2,879,345		\$	1,426,568		\$	(793,707)		\$	(3,593,550)		\$	(1,666,312)	
Total Fund Balance - July 1 (Beginning)	\$	13,295,680		\$	16,175,025		\$	17,601,593		\$	16,807,886		\$	13,214,336	
Total Fund Balance - June 30 (Ending)	\$	<u>16,175,025</u>		\$	<u>17,601,593</u>		\$	<u>16,807,886</u>		\$	<u>13,214,336</u>		\$	<u>11,548,024</u>	

**San Elizario Independent School District  
General Fund Budget - Fiscal Year 2025-2026**

	2025-2026 General Fund	2025-2026 For Adoption
<b>REVENUES</b>		
5700 Total Local and Intermediate Sources	\$ 3,093,147	\$ 3,093,147 8%
5800 State Program Revenues	\$ 31,231,757	\$ 31,231,757 81%
5900 Federal Programs	\$ 4,305,000	\$ 4,305,000 11%
<b>Total Revenues</b>	<b>\$ 38,629,904</b>	<b>\$ 38,629,904 100%</b>
<b>EXPENDITURES</b>		
11 Instruction	19,734,074	\$ 19,734,074 49%
12 Instructional Resources and Media Services	67,426	\$ 67,426 0%
13 Curriculum and Instructional Staff Development	859,460	\$ 859,460 2%
21 Instructional Leadership	744,080	\$ 744,080 2%
23 School Leadership	2,102,639	\$ 2,102,639 5%
31 Guidance, Counseling and Evaluation Services	1,503,569	\$ 1,503,569 4%
32 Social Work Services	50,039	\$ 50,039 0%
33 Health Services	427,494	\$ 427,494 1%
34 Student (Pupil) Transportation	1,421,379	\$ 1,421,379 4%
35 Food Services	3,310,425	\$ 3,310,425 8%
36 Cocurricular/Extracurricular Activities	909,279	\$ 909,279 2%
41 General Administration	1,707,954	\$ 1,707,954 4%
51 Facilities Maintenance and Operations	5,317,942	\$ 5,317,942 13%
52 Security and Monitoring Services	608,150	\$ 608,150 2%
53 Data Processing Services	1,170,851	\$ 1,170,851 3%
61 Community Services	15,030	\$ 15,030 0%
71 Debt Service	319,725	\$ 319,725 1%
81 Facilities Acquisition and Construction	-	\$ - 0%
99 Other Intergovernmental Charges	51,700	\$ 51,700 0%
<b>Total Expenditures</b>	<b>\$ 40,321,216</b> A	<b>\$ 40,321,216 100%</b>
<b>REVENUES OVER(UNDER) EXPENDITURES</b>	<b>\$ (1,691,312)</b>	<b>\$ (1,691,312)</b>
<b>OTHER FINANCING SOURCES (USES)</b>		
Sale of Real and Personal Property	\$ 25,000	\$ 25,000
Other Operating Transfer Out	\$ -	\$ -
<b>Total Other Financing Sources (Uses)</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>
<b>FUND BALANCE</b>		
Net Change in Fund Balance	\$ (1,666,312)	\$ (1,666,312)
Total Fund Balance - July 1 (Projected Beginning)	\$ 13,214,336	\$ 13,214,336
Total Fund Balance - June 30 (Projected Ending)	<u>\$ 11,548,024</u>	<u>\$ 11,548,024</u>

**NOTES & PRELIMINARY ASSUMPTIONS**

Fiscal Year 2025 Amended Budget Ending FB	\$ 13,214,336
Fiscal Year 2026 Projected Budget Beginning FB	\$ 13,214,336 *

\* = Excludes transfers to the health fund to cover the deficit

A = Includes proposed recommendations, excludes possible savings due to lapse salaries and/or employee turnover, includes current schools and gradespans  
 A cont'd = Includes new employer health insurance premium for all employees  
 B = FIRST #6 - 75 days worth of assigned + unassigned FB

Total Fund Balance - June 30 (Projected Ending FY26)	\$ 11,548,024
Less Restricted Food Service FB	\$ (1,060,960)
Less Non Spendable Inventory FB	\$ (228,510)
Less Committed FB	\$ (1,298,518)
Estimated Unassigned FB	<u>\$ 8,960,036</u>

Estimated Unassigned FB	\$ 8,960,036
Total General Fund Expenditures	\$ 40,321,216
Average Daily Expenditure (Total GF Exp / 365 days)	\$ 110,469
Days of Expenditure (Unassigned FB / Ave Daily Exp)	81.11 B

San Elizario Independent School District  
Debt Service Fund - Fiscal Year 2025-2026

	2021-2022	2022-2023	2023-2024	2024-2025
	Actual	Actual	Actual	Amended
<i>I&amp;S Rate:</i>	\$ 0.1693	\$ 0.1497	\$ 0.1697	\$ 0.1697
<b>REVENUES</b>				
5700 Total Local and Intermediate Sources	\$ 492,527	\$ 527,176	\$ 500,227	\$ 580,120
5800 State Program Revenues	\$ 1,238,625	\$ 1,150,391	\$ 1,154,596	\$ 1,091,268
<i>Total Revenues</i>	<u>\$ 1,731,152</u>	<u>\$ 1,677,567</u>	<u>\$ 1,654,823</u>	<u>\$ 1,671,388</u>
<b>EXPENDITURES</b>				
71 Debt Service	\$ 1,801,189	\$ 1,622,368	\$ 1,624,413	\$ 1,625,207
<i>Total Expenditures</i>	<u>\$ 1,801,189</u>	<u>\$ 1,622,368</u>	<u>\$ 1,624,413</u>	<u>\$ 1,625,207</u>
<b>REVENUES OVER(UNDER) EXPENDITURES</b>	<u>\$ (70,036)</u>	<u>\$ 55,199</u>	<u>\$ 30,410</u>	<u>\$ 46,181</u>
<b>OTHER FINANCING SOURCES (USES)</b>				
7911 Capital Related Debt Issued	\$ 5,565,000	\$ -	\$ -	\$ -
7916 Premium or Discount on Issuance of Bonds	\$ 912,182	\$ -	\$ -	\$ -
8949 Other (Uses)	\$ (6,352,366)	\$ -	\$ -	\$ -
<i>Total Other Financing Sources (Uses)</i>	<u>\$ 124,816</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>FUND BALANCE</b>				
Net Change in Fund Balance	\$ 54,780	\$ 55,199	\$ 30,410	\$ 46,181
Total Fund Balance - July 1 (Beginning)	\$ 239,350	\$ 294,128	\$ 349,327	\$ 379,737
Total Fund Balance - June 30 (Ending)	<u>\$ 294,128</u>	<u>\$ 349,327</u>	<u>\$ 379,737</u>	<u>\$ 425,918</u>

# Types of Tax Rates

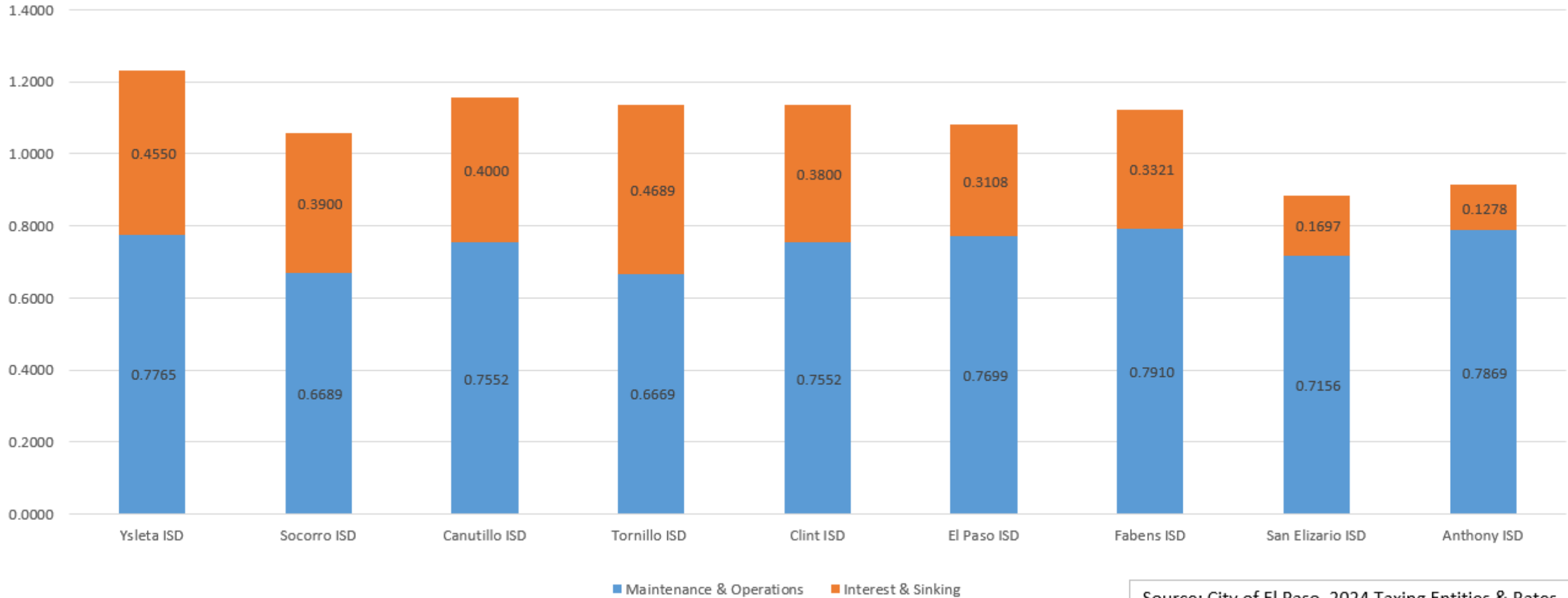
## ❖ What are property taxes?

- Property taxes are local taxes used to fund services such as schools, roads, police, fire departments, and various other public services, depending on the government entity collecting the tax.

## ❖ What are the components of the District's tax rate?

- Maintenance & Operations (M&O)
  - Salaries
  - Contracted Services
  - Supplies, Materials & Equipment
  - Transportation & Utilities
- Interest & Sinking (I&S)
  - Construction Projects
  - School Buildings
  - Cannot be used for general operations

# Tax Rate Comparison



Source: City of El Paso, 2024 Taxing Entities & Rates

# Tax Rate History



# Fiscal Year 2026

## Budget and Proposed Tax Rate Notice

June 5, 2025

West Texas County Courier

Page 5



### Moments in time THE HISTORY CHANNEL

the army. Because he died by suicide and not from a disability caused by his military service, her request was denied.

- On June 2, 1997, U.S. Army veteran Timothy McVeigh was convicted on 15 counts of murder and conspiracy for his role two

- On June 6, 2002, a high-energy upper atmosphere explosion now known as the Eastern Mediterranean Event, similar in power to a

## NOTICE OF PUBLIC MEETING TO DISCUSS BUDGET AND PROPOSED TAX RATE

The San Elizario Independent School District will hold a public meeting at 5:30 P.M. on Tuesday, June 18, 2025 in the SEISD Administrative Office, 1050 Chicken Ranch Rd., San Elizario, Texas. **The purpose of this meeting is to discuss the school district's budget that will determine the tax rate that will be adopted. Public participation in the discussion is invited.**

The tax rate that is ultimately adopted at this meeting or at a separate meeting at a later date may not exceed the proposed tax rate shown below unless the district publishes a revised notice containing the same information and comparisons set out below and holds another public meeting to discuss the revised notice.

### Comparison of Proposed Levy with Last Year's Levy on Average Residence

	Last Year	This Year
Average Market Value of Residences	\$ 155,435	\$ 160,191
Average Taxable Value of Residences	\$ 23,724	\$ 38,295
Last Year's Rate Versus		
Proposed Rate per \$100 Value	\$ 0.885300	\$ 0.885300
Taxes Due on Average Residence	\$ 210.00	\$ 339.00
Increase (Decrease) in Taxes		\$ 129.00

**Under state law, the dollar amount of school taxes imposed on the residence homestead of a person 65 years of age or older or of the surviving spouse of such a person, if the surviving spouse was 55 years of age or older when the person died, may not be increased above the amount paid in the first year after the person turned 65, regardless of changes in the tax rate or property value.**

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# Questions and Discussion



Fiscal Year 2026  
General Operating Fund  
Proposed Budget Snapshot

Revenue				
	FY 2025 Adopted	FY 2025 Amended	FY 2026 Proposed	Variance Adopted vs Proposed
5700 - Local Revenue	3,168,717	3,104,306	3,093,147	(75,570)
5800 - State Revenue	31,951,976	30,901,885	31,231,757	(720,219)
5900 - Federal Revenue	4,305,000	4,305,000	4,305,000	-
<b>Total</b>	<b>\$ 39,425,693</b>	<b>\$ 38,311,191</b>	<b>\$ 38,629,904</b>	<b>\$ (795,789)</b>
Expenses				
	FY 2025 Adopted	FY 2025 Amended	FY 2026 Proposed	Variance Adopted vs Proposed
11 - Instruction	19,231,854	18,691,262	19,734,074	502,220
12 - Instruction Resources and Media	91,905	94,478	67,426	(24,479)
13 - Curriculum & Instr Staff Develop	876,647	862,843	859,460	(17,187)
21 - Instructional Leadership	771,466	710,560	744,080	(27,386)
23 - School Leadership	2,189,604	2,147,429	2,102,639	(86,965)
31 - Guidance, Counseling, Evaluation	1,477,931	1,465,629	1,503,569	25,638
32 - Social Work Services	64,488	62,511	50,039	(14,449)
33 - Health Services	505,977	488,825	427,494	(78,483)
34 - Student Transportation	1,297,829	1,281,541	1,421,379	123,550
35 - Food Services	3,535,000	3,634,000	3,310,425	(224,575)
36 - Extracurricular Activities	1,153,814	1,155,128	909,279	(244,535)
41 - General Administration	1,811,023	1,951,744	1,707,954	(103,069)
51 - Facilities Maint and Operations	5,321,684	5,502,199	5,317,942	(3,742)
52 - Security and Monitoring Services	1,621,544	1,546,607	608,150	(1,013,394)
53 - Data Processing Services	1,414,788	1,592,929	1,170,851	(243,937)
61 - Community Services	16,100	16,171	15,030	(1,070)
71 - Debt Service	304,575	322,709	319,725	15,150
81 - Facilities Acquisition & Construction	375,150	351,175		(375,150)
99 - Other Intergovernmental Charges	52,000	52,000	51,700	(300)
<b>Total</b>	<b>\$ 42,113,379</b>	<b>\$ 41,929,741</b>	<b>\$ 40,321,216</b>	<b>\$ (1,792,163)</b>
Revenue Over/Under Expenses	\$ (2,687,686)	\$ (3,618,550)	\$ (1,691,312)	\$ 996,374

\*Func 11 increased in 6100-due to health insurance calculated for all employees and the teacher stipends (AP, Bilingual Exam, Dual Language) and RTAP Apprentices as presented on 6/11/25 board meeting

\*\*Func 31 increased in 6100-due to the counselor proposed fair pay adjustment



San Elizario ISD  
P.O. Box 920  
San Elizario, TX 79849  
Phone 915.872.3900  
Fax 915.872.3903

## MEMORANDUM

**To:** Members of the Board of Trustees  
**From:** Elizabeth Perez, Chief Financial Officer  
**Subject:** Public Hearing on Proposed Budget & Proposed Tax Rate for the 2025-26 School Year  
**Date:** June 18, 2025

---

### HISTORY:

A “Notice of Public Meeting to Discuss Budget and Proposed Tax Rate” was published in the West Texas County Courier on June 5, 2025 in accordance with TEC 44.004(b).

### RATIONALE:

The purpose of this agenda item is to allow for public input on the budget and the proposed tax rate.

### BUDGET IMPACT:

There is no budget impact with this agenda item as it is for discussion only.

### ADMINISTRATIVE RECOMMENDATION:

**Please check one:**    For approval    Report / Information only    Recognition only

*San Elizario ISD’s mission is to graduate students with skills to meet the demands of a changing world by promoting student success as non-negotiable, channeling resources to match learning needs of students, employ and retain a quality staff so that San Elizario is a proud, innovative and academically superior district*



**Moments in time**  
THE HISTORY CHANNEL

the army. Because he died by suicide and not from a disability caused by his military service, her request was denied.

- On June 2, 1997, U.S. Army veteran Timothy McVeigh was convicted on 15 counts of murder and conspiracy for his role two years earlier in the terrorist bombing of the Alfred P. Murrah Federal Building in Oklahoma City. He was executed by lethal injection on June 11, 2001.

- On June 6, 2002, a high-energy upper atmosphere explosion now known as the Eastern Mediterranean Event, similar in power to a small atomic bomb, occurred over the Mediterranean Sea between Libya and Crete when a small, undetected asteroid disintegrated while approaching Earth. There were concerns that if the explosion had occurred closer to Pakistan or India, it could have sparked a nuclear war between the countries, as they were engaged in a standoff at the time.

- On June 3, 1956, authorities in Santa Cruz, California, put the city in the national spotlight by declaring a complete ban on rock and roll at public gatherings, labeling the music “detrimental to both the health and morals of our youth and community” after a policeman at a dance party the night before described the teen crowd as “engaged in suggestive, stimulating and tantalizing motions induced by the provocative rhythms of an all-negro band.”

- On June 7, 1968, just two days after the assassination of Democratic presidential hopeful Robert F. Kennedy, Fred Rogers, the popular host of the children’s public television show “Mister Rogers’ Neighborhood,” dedicated an episode to explaining the tragedy to his young audience.

- On June 4, 1940, 22-year-old Carson McCullers’ debut novel, “The Heart Is a Lonely Hunter,” about misfits in a Georgia mill town, was published to widespread acclaim.

- On June 8, 1191, King Richard I of England arrived in Acre, Israel, beginning the Third Crusade, an attempt co-led by France’s King Philip II and Emperor Frederick Barbarossa to reconquer the Holy Land following Jerusalem’s capture by the Ayyubid sultan Saladin in 1187.

- On June 5, 1888, President Grover Cleveland vetoed a bill that would have given a widow’s pension to Johanna Loewinger, whose husband had passed away 14 years after being discharged from

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**Rodriguez**

From Page 1

a challenge, but my passion for teaching kept me motivated,” she shared.

Her teaching excellence has not gone unnoticed. EPCC Rio Grande campus Dean of Arts, Communication, CTE, and Social Science Brian Kirby, praised Rodriguez’s accomplishments. “I’m incredibly impressed with Minerva navigating ECHS to receiving her Ph.D. Maintaining momentum in higher education is a component often overlooked. The fact that she did a lot of her college-level work during a global pandemic is also remarkable. Dr. Rodriguez’s CV brims with accomplishments, and her teaching background stands out. She demonstrates the high levels of autonomy and responsibility it takes to be a leader in higher education.”

EPCC Psychology Professor Shanan Valles echoed those sentiments. “Minerva is so smart and kind, and to already have so many publications at such a young age is truly remarkable. Her work on stress makes a valuable contribution to the urgently needed research on mental health. She’s relatable and an amazing role model for our students.”

Though her family may not fully grasp the nuances of her research, Rodriguez says their pride and support have fueled her drive:

“My family is extremely proud of me. Even though they may not fully understand the specifics of my research, they recognize the significance of this achievement and have supported me every step of the way.”

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**NOTICE OF PUBLIC MEETING TO DISCUSS BUDGET AND PROPOSED TAX RATE**

The San Elizario Independent School District will hold a public meeting at 5:30 P.M. on Tuesday, June 18, 2025 in the SEISD Administrative Office, 1050 Chicken Ranch Rd., San Elizario, Texas. **The purpose of this meeting is to discuss the school district’s budget that will determine the tax rate that will be adopted. Public participation in the discussion is invited.**

The tax rate that is ultimately adopted at this meeting or at a separate meeting at a later date may not exceed the proposed tax rate shown below unless the district publishes a revised notice containing the same information and comparisons set out below and holds another public meeting to discuss the revised notice.

<b>Maintenance Tax</b>	\$0.715600/\$100 (Proposed rate for maintenance and operations)
<b>School Debt Service Tax</b>	
<b>Approved by Local Voters</b>	\$0.169700/\$100 (Proposed rate to pay bonded indebtedness)

**Comparison of Proposed Budget with Last Year’s Budget**

The applicable percentage increase or decrease (or difference) in the amount budgeted in the preceding fiscal year and the amount budgeted for the fiscal year that begins during the current tax year is indicated for each of the following expenditure categories:

<b>Maintenance and Operations</b>	3.85%	Decrease
<b>Debt Service</b>	6.38%	Increase
<b>Total Expenditures</b>	3.50%	Decrease

**Total Appraised Value and Total Taxable Value (as calculated under Section 26.04, Tax Code)**

	Preceding Tax Year	Current Tax Year
Total appraised value* of all property	\$ 699,131,065	\$ 723,757,389
Total appraised value* of new property**	\$ 8,749,519	\$ 9,200,329
Total taxable value*** of all property	\$ 328,620,870	\$ 364,995,814
Total taxable value*** of new property**	\$ 8,353,707	\$ 8,553,066

\* “Appraised value” is the amount shown on the appraisal roll and defined by Section 1.04(8), Tax Code.  
 \*\* “New property” is defined by Section 26.012(17), Tax Code.  
 \*\*\* “Taxable value” is defined by Section 1.04(10), Tax Code.

**Bonded Indebtedness**

Total amount of outstanding and unpaid bonded indebtedness\* \$22,845,000

\* Outstanding principal.

**Comparison of Proposed Rates with Last Year’s Rates**

	Maintenance & Operations	Interest & Sinking Fund*	Total	Local Revenue Per Student	State Revenue Per Student
<b>Last Year’s Rate</b>	\$ 0.715600	\$ 0.169700*	\$ 0.885300	\$ 1,070	\$ 11,089
<b>Rate to Maintain Same Level of Maintenance &amp; Operations Revenue &amp; Pay Debt Service</b>	\$ 0.707000	\$ 0.169700*	\$ 0.876700	\$ 1,129	\$ 11,408
<b>Proposed Rate</b>	\$ 0.715600	\$ 0.169700*	\$ 0.885300	\$ 1,141	\$ 11,461

\*The Interest & Sinking Fund tax revenue is used to pay for bonded indebtedness on construction, equipment, or both.

The bonds, and the tax rate necessary to pay those bonds, were approved by the voters of this district.

**Comparison of Proposed Levy with Last Year’s Levy on Average Residence**

	Last Year	This Year
Average Market Value of Residences	\$ 155,435	\$ 160,191
Average Taxable Value of Residences	\$ 23,724	\$ 38,295
Last Year’s Rate Versus		
Proposed Rate per \$100 Value	\$ 0.885300	\$ 0.885300
Taxes Due on Average Residence	\$ 210.00	\$ 339.00
Increase (Decrease) in Taxes		\$ 129.00

**Under state law, the dollar amount of school taxes imposed on the residence homestead of a person 65 years of age or older or of the surviving spouse of such a person, if the surviving spouse was 55 years of age or older when the person died, may not be increased above the amount paid in the first year after the person turned 65, regardless of changes in the tax rate or property value.**

**Notice of Voter-Approval Rate: The highest tax rate the district can adopt before requiring voter approval at an election is \$0.885300. This election will be automatically held if the district adopts a rate in excess of the voter-approval rate of \$0.885300.**

**Fund Balances**

The following estimated balances will remain at the end of the current fiscal year and are not encumbered with or by a corresponding debt obligation, less estimated funds necessary for operating the district before receipt of the first state aid payment:

Maintenance and Operations Fund Balance(s)	\$ 12,377,152
Interest & Sinking Fund Balance(s)	\$ 425,919

A school district may not increase the district’s maintenance and operations tax rate to create a surplus in maintenance and operations tax revenue for the purpose of paying the district’s debt service.

Visit [Texas.gov/PropertyTaxes](https://www.texas.gov/PropertyTaxes) to find a link to your local property tax database on which you can easily access information regarding your property taxes, including information about proposed tax rates and scheduled public hearings of each entity that taxes your property.

The 86th Texas Legislature modified the manner in which the voter-approval tax rate is calculated to limit the rate of growth of property taxes in the State.



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## MEMORANDUM

**To:** Members of the Board of Trustees  
**From:** Elizabeth Perez, Chief Financial Officer  
**Subject:** Consider and possible Board action on adoption of Accelerated Instruction Budget for the 2025-2026 School Year  
**Date:** June 18, 2025

---

### HISTORY:

Texas Education Code section 29.081 (b-2) requires school districts to “separately budget” sufficient funds for providing accelerated instruction to students who do not perform satisfactorily on state-mandated end-of-course exams.

### RATIONALE:

Information taken from section 6.1.2.2 of the FASRG regarding the compensatory education program is included:

*The purpose of the SCE program is to supplement the regular or basic education program with compensatory, intensive, and/or accelerated instruction. Texas public school districts and charter schools are required to offer additional accelerated instruction to each student who meets one or more statutory or locally-defined eligibility criteria in order to reduce any disparity in performance on assessment instruments administered under TEC, Chapter 39, Subchapter B3, or disparity in the rates of high school completion between students at risk of dropping out of school and all other LEA students.*

*TEC, §29.081, requires LEAs to use student performance data from the state’s legislatively-mandated assessment instrument known as the State of Texas Assessments of Academic Readiness (STAAR) tests and any other achievement tests administered under TEC, Subchapter B, Chapter 39, to design and implement appropriate compensatory, intensive, or accelerated instructional services for students in the district’s schools that enable the students to be performing at grade level at the conclusion of the next regular school term.*

*San Elizario ISD’s mission is to graduate students with skills to meet the demands of a changing world by promoting student success as non-negotiable, channeling resources to match learning needs of students, employ and retain a quality staff so that San Elizario is a proud, innovative and academically superior district*



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**BUDGET IMPACT:**

The accelerated instruction budget is included within the general budget, but an exhibit itemizing the accelerated instruction budget is included here for review:

Allocation	Amount
Campus- Alarcon Elementary	26,100
Campus- Borrego Elementary	44,600
Campus- Garcia Enriquez MS	38,000
Campus- Loya Primary	14,200
Campus- Sambrano Elementary	47,500
Campus- San Elizario HS	92,600
SCE - At-Risk Teachers	451,211
SCE - Class Size Reduction	568,622
SCE - Instructional Specialists	689,934
SCE - Intervention Aides	118,501
SCE - STAAR Labs	189,587
<b>Grand Total</b>	<b>\$2,280,855</b>

**ADMINISTRATIVE RECOMMENDATION:**

The administrative recommendation is to approve the accelerated instruction budget which is part of the general fund as presented.

**Please check one:**     For approval     Report / Information only     Recognition only

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## MEMORANDUM

**To:** Members of the Board of Trustees  
**From:** Elizabeth Perez, Chief Financial Officer  
**Subject:** Consider and possible Board action on the adoption of the Official Budget for the 2025-2026 School Year  
**Date:** June 18, 2025

---

### HISTORY:

The budget introduction meeting was held on December 18<sup>th</sup>, a budget planning meeting was held on March 26<sup>th</sup>, followed by a budget workshop on May 21<sup>st</sup>, then budget updates on June 11<sup>th</sup> and the budget adoption is being held on June 18<sup>th</sup>.

### RATIONALE:

The purpose of this agenda item is to adopt the budget in accordance with section 44 of the Texas Education Code.

### BUDGET IMPACT:

The budget for approval is attached.

### ADMINISTRATIVE RECOMMENDATION:

The administrative recommendation is to approve the general fund and debt service funds as presented.

**Please check one:**    For approval    Report / Information only    Recognition only

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San Elizario Independent School District  
General Fund Budget - Fiscal Year 2025-2026

	2025-2026 General Fund	2025-2026 For Adoption
<b>REVENUES</b>		
5700 Total Local and Intermediate Sources	\$ 3,093,147	\$ 3,093,147 8%
5800 State Program Revenues	\$ 31,231,757	\$ 31,231,757 81%
5900 Federal Programs	\$ 4,305,000	\$ 4,305,000 11%
<i>Total Revenues</i>	<u>\$ 38,629,904</u>	<u>\$ 38,629,904 100%</u>
<b>EXPENDITURES</b>		
11 Instruction	19,734,074	\$ 19,734,074 49%
12 Instructional Resources and Media Services	67,426	\$ 67,426 0%
13 Curriculum and Instructional Staff Development	859,460	\$ 859,460 2%
21 Instructional Leadership	744,080	\$ 744,080 2%
23 School Leadership	2,102,639	\$ 2,102,639 5%
31 Guidance, Counseling and Evaluation Services	1,503,569	\$ 1,503,569 4%
32 Social Work Services	50,039	\$ 50,039 0%
33 Health Services	427,494	\$ 427,494 1%
34 Student (Pupil) Transportation	1,421,379	\$ 1,421,379 4%
35 Food Services	3,310,425	\$ 3,310,425 8%
36 Cocurricular/Extracurricular Activities	909,279	\$ 909,279 2%
41 General Administration	1,707,954	\$ 1,707,954 4%
51 Facilities Maintenance and Operations	5,317,942	\$ 5,317,942 13%
52 Security and Monitoring Services	608,150	\$ 608,150 2%
53 Data Processing Services	1,170,851	\$ 1,170,851 3%
61 Community Services	15,030	\$ 15,030 0%
71 Debt Service	319,725	\$ 319,725 1%
81 Facilities Acquisition and Construction	-	\$ - 0%
99 Other Intergovernmental Charges	51,700	\$ 51,700 0%
<i>Total Expenditures</i>	<u>\$ 40,321,216</u> A	<u>\$ 40,321,216 100%</u>
<b>REVENUES OVER(UNDER) EXPENDITURES</b>	<u>\$ (1,691,312)</u>	<u>\$ (1,691,312)</u>
<b>OTHER FINANCING SOURCES (USES)</b>		
Sale of Real and Personal Property	\$ 25,000	\$ 25,000
Other Operating Transfer Out	\$ -	\$ -
<i>Total Other Financing Sources (Uses)</i>	<u>\$ 25,000</u>	<u>\$ 25,000</u>
<b>FUND BALANCE</b>		
Net Change in Fund Balance	\$ (1,666,312)	\$ (1,666,312)
Total Fund Balance - July 1 (Projected Beginning)	\$ 13,214,336	\$ 13,214,336
Total Fund Balance - June 30 (Projected Ending)	<u>\$ 11,548,024</u>	<u>\$ 11,548,024</u>

**NOTES & PRELIMINARY ASSUMPTIONS**

Fiscal Year 2025 Amended Budget Ending FB	\$ 13,214,336
Fiscal Year 2026 Projected Budget Beginning FB	\$ 13,214,336 *

\* = Excludes transfers to the health fund to cover the deficit

Total Fund Balance - June 30 (Projected Ending FY26)	\$ 11,548,024
Less Restricted Food Service FB	\$ (1,060,960)
Less Non Spendable Inventory FB	\$ (228,510)
Less Committed FB	\$ (1,298,518)
Estimated Unassigned FB	<u>\$ 8,960,036</u>

A = Includes proposed recommendations, excludes possible savings due to lapse salaries and/or employee turnover, includes current schools and gradespans  
A cont'd = Includes new employer health insurance premium for all employees  
B = FIRST #6 - 75 days worth of assigned + unassigned FB

<b>53</b>	Estimated Unassigned FB	\$ 8,960,036
	Total General Fund Expenditures	\$ 40,321,216
	Average Daily Expenditure (Total GF Exp / 365 days)	\$ 110,469
	Days of Expenditure (Unassigned FB / Ave Daily Exp)	81.11 B

San Elizario Independent School District  
Debt Service Fund - Fiscal Year 2025-2026

	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026
	Actual	Actual	Actual	Amended	Proposed
<i>I&amp;S Rate:</i>	\$ 0.1693	\$ 0.1497	\$ 0.1697	\$ 0.1697	\$ 0.1697
<b>REVENUES</b>					
5700 Total Local and Intermediate Sources	\$ 492,527	\$ 527,176	\$ 500,227	\$ 580,120	\$ 527,252
5800 State Program Revenues	\$ 1,238,625	\$ 1,150,391	\$ 1,154,596	\$ 1,091,268	\$ 1,245,681
<i>Total Revenues</i>	<u>\$ 1,731,152</u>	<u>\$ 1,677,567</u>	<u>\$ 1,654,823</u>	<u>\$ 1,671,388</u>	<u>\$ 1,772,933</u>
<b>EXPENDITURES</b>					
71 Debt Service	\$ 1,801,189	\$ 1,622,368	\$ 1,624,413	\$ 1,625,207	\$ 1,727,225
<i>Total Expenditures</i>	<u>\$ 1,801,189</u>	<u>\$ 1,622,368</u>	<u>\$ 1,624,413</u>	<u>\$ 1,625,207</u>	<u>\$ 1,727,225</u>
<b>REVENUES OVER(UNDER) EXPENDITURES</b>	<u>\$ (70,036)</u>	<u>\$ 55,199</u>	<u>\$ 30,410</u>	<u>\$ 46,181</u>	<u>\$ 45,708</u>
<b>OTHER FINANCING SOURCES (USES)</b>					
7911 Capital Related Debt Issued	\$ 5,565,000	\$ -	\$ -	\$ -	\$ -
7916 Premium or Discount on Issuance of Bonds	\$ 912,182	\$ -	\$ -	\$ -	\$ -
8949 Other (Uses)	\$ (6,352,366)	\$ -	\$ -	\$ -	\$ -
<i>Total Other Financing Sources (Uses)</i>	<u>\$ 124,816</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>FUND BALANCE</b>					
Net Change in Fund Balance	\$ 54,780	\$ 55,199	\$ 30,410	\$ 46,181	\$ 45,708
Total Fund Balance - July 1 (Beginning)	<u>\$ 239,350</u>	<u>\$ 294,128</u>	<u>\$ 349,327</u>	<u>\$ 379,737</u>	<u>\$ 425,918</u>
Total Fund Balance - June 30 (Ending)	<u><u>\$ 294,128</u></u>	<u><u>\$ 349,327</u></u>	<u><u>\$ 379,737</u></u>	<u><u>\$ 425,918</u></u>	<u><u>\$ 471,626</u></u>



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## MEMORANDUM

**To:** Members of the Board of Trustees  
**From:** Cesar Morales, Executive Director of Athletics  
**Subject:** Discussion and possible Board action regarding SB 401  
**Date:** June 18, 2025

---

### HISTORY:

In the 2024-25 school year, UIL required schools to decide by August 1<sup>st</sup> whether to allow homeschool participation, making those homeschool students eligible for varsity athletics participation.

Under this new law, homeschool students are eligible to participate in San Elizario ISD varsity athletics unless the school board decides to opt out.

After discussions with neighboring districts, it appears that many districts are moving toward adopting a policy to opt out of this law.

### RATIONALE:

During the 89th Legislative Session, SB 401 was passed into law related to homeschool students participating in UIL activities.

The bill contains the following language related to an ISD's option:

“(c-2) Not later than the date specified under league rule, the board of trustees of a school district or the governing body of an open-enrollment charter school may adopt a policy declining to grant non-enrolled students the opportunity to participate in league activities.”

**This means a school is required to allow homeschool participation unless the school board adopts a policy to opt out of allowing it.**

To review, ISDs must opt out of allowing homeschool participation by September 1, 2025, or homeschool students will be able to participate in UIL activities, as mandated by law.

This bill also provides additional opportunities for homeschool students to participate in UIL activities. Suppose the school where the student resides adopts a policy that prohibits participation. In that case, the student may join the school closest to the student's home address that allows homeschool participation:

---

The mission of the San Elizario Independent School District is to graduate students with innovative skills for 21st-century careers by focusing on academic and social skills, fostering transformative practices, and building community support through positive relationships between home and school.



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**BUDGET IMPACT:**

No Budget Impact

**ADMINISTRATIVE RECOMMENDATION:**

The administrative recommendation is for the Board to approve one of the following options with the respective policy:

1. No Action needed as SB 401 requires school districts to allow homeschool students to participate in UIL activities.

OR

2. Action needed: As per SB 401, the District Board of Trustees must adopt a policy to opt out, declining to grant non-enrolled students' eligibility for participation in UIL curricular or extracurricular activities. See attached proposed Policy FD(LOCAL) and FM(LOCAL).which compliment each other. FM(LOCAL) also revises student absences related to participation in extracurricular activities.

**For Approval?**  Yes  No

**If no, please check one:**  Presentation  Report  Information

**Please check if applicable:**  Attachment Included

---

The mission of the San Elizario Independent School District is to graduate students with innovative skills for 21st-century careers by focusing on academic and social skills, fostering transformative practices, and building community support through positive relationships between home and school.

A Proud Community of Champions – Soaring to Excellence!

## PROPOSED REVISIONS

(see page 1)

### **Persons Age 21 and Over**

The District shall not admit into its public schools any person age 21 or over unless otherwise required by law.

### **Registration Forms**

The student's parent, legal guardian, or other person having lawful control shall annually complete registration forms. A student who has reached age 18 shall be permitted to complete these forms.

#### Proof of Residency

In accordance with administrative regulations, the parent, guardian, or other person having lawful control of the student under order of a court shall present proof of residency. The District may investigate stated residency as necessary.

### **Minor Living Apart**

#### Person Standing in Parental Relation

A minor student residing in the District but whose parent, guardian, or other person having lawful control under a court order does not reside in the District shall present a power of attorney or an authorization agreement as provided in Chapter 34 of the Family Code assigning responsibility for the student in all school-related matters to an adult resident of the District.

#### Misconduct

A minor student living apart who has engaged in misconduct that results in any of the consequences found in Education Code 25.001(d) shall not be permitted to attend a District school.

#### Exceptions

Based on an individual student's circumstance, the Superintendent shall have authority to grant exceptions to the requirement for a power of attorney or authorization agreement and to the exclusion for misconduct.

#### Extracurricular Activities

The Superintendent shall determine whether a minor student living apart is present in the District for the primary purpose of participating in extracurricular activities.

### **Students Not Enrolled**

A student enrolled in a private school, including a homeschool, shall not be eligible for concurrent enrollment in the District nor for participation in curricular or extracurricular activities. [See EEL and FM]

### **Nonresident Student in Grandparent's After-School Care**

The parent and grandparent of a nonresident student requesting admission under Education Code 25.001(b)(9) shall provide to the Superintendent the required information on the grandparent's residency and complete a form provided by the District describing the extent of after-school care to be provided by the grandparent.

The Superintendent shall have authority to approve or deny such admissions requests in accordance with criteria approved by the Board.

<b>“Accredited” Defined</b>	For the purposes of this policy, “accredited” shall be defined as accreditation by TEA, an equivalent agency from another state, or an accrediting association recognized by the commissioner of education.
<b>Grade-Level Placement</b>	The parent, guardian, or other person having lawful control of a student enrolling in a District school from an accredited public, private, or parochial school shall provide evidence of the prior schooling outside the District. The student shall be placed initially at the grade level reached elsewhere, pending observation by the classroom teacher, guidance personnel, and the principal. On the basis of these observations and results of tests that may be administered by appropriate District personnel, the principal shall determine the final grade placement.
Accredited Schools	
Nonaccredited Schools	A student enrolling in a District school from a nonaccredited public, private, or parochial school, including a homeschool, shall be placed initially at the discretion of the principal, pending observation by classroom teachers, guidance personnel, and the principal. Criteria for placement may include: <ol style="list-style-type: none"><li>1. Scores on achievement tests, which may be administered by appropriate District personnel.</li><li>2. Recommendation of the sending school.</li><li>3. Prior academic record.</li><li>4. Chronological age and social and emotional development of the student.</li><li>5. Other criteria deemed appropriate by the principal.</li></ol>
<b>Transfer of Credit</b>	Credit toward state graduation requirements earned in an accredited public school district in Texas shall be transferable and recognized by the District.
Accredited Texas Public Schools	
Other Accredited or Nonaccredited Schools	Before recognizing credit in a course earned in an accredited non-public school, an accredited school outside of Texas, or a nonaccredited school, appropriate personnel shall evaluate a student’s records and transcript. The District may require the student to demonstrate mastery of the content or use alternative methods to verify course content for the award of credit.
Transition Assistance	In accordance with law, when a student who is identified as homeless or in substitute care enrolls in the District, the District shall assess the student’s available records and other relevant information to ensure credit, including proportionate credit, is awarded appropriately for all subjects and courses taken prior to enrollment.

[See EI]

**Withdrawal**

A parent or guardian wishing to withdraw a minor student shall present a signed statement that includes the reason for the withdrawal. A student who is 18 or older may submit a withdrawal statement without a parent's or guardian's signature.

[For District withdrawal of students no longer in attendance, see FEA(LOCAL).]

**PROPOSED REVISIONS**

**Extracurricular  
Activity Absences**

The District shall make no distinction between absences for UIL activities and absences for other extracurricular activities approved by the Board.

[The District shall not limit an eligible student's absences related to participation in extracurricular activities. \[See Record of Absences in FM\(LEGAL\)\]](#)

[\[For eligibility of a private school student, including a homeschool student, to participate in extracurricular activities, see FD\(LOCAL\).\]](#)

~~A student shall be allowed unlimited absences for participation in extracurricular activities.~~

**Use of District  
Facilities**

School-sponsored student groups may use District facilities with prior approval of the appropriate administrator. Other student groups may use District facilities in accordance with policy FNAB.

# START

HOW GREAT LEADERS INSPIRE  
EVERYONE TO TAKE ACTION

# WITH

SIMON SINEK

*New York Times* bestselling author of *Leaders Eat Last* and *Together Is Better*

# WHY

MORE THAN  
ONE MILLION  
COPIES SOLD

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## PREFACE

# THE POWER OF WHY

---

When I first discovered this thing called the WHY, it came at a time in my life when I needed it. It wasn't an academic or intellectual pursuit; I had fallen out of love with my work and found myself in a very dark place. There was nothing wrong with the quality of my work or my job, per se; it was the enjoyment I had for that work that I'd lost. By all superficial measurements, I should have been happy. I made a good living. I worked with great clients. The problem was, I didn't feel it. I was no longer fulfilled by my work and I needed to find a way to rekindle my passion.

The discovery of WHY completely changed my view of the world and discovering my own WHY restored my passion to a degree multiple times greater than at any other time in my life. It was such a simple, powerful, and actionable idea, that I shared it with my friends. That's what we do when we find something of value, we share it with the people we love. Inspired, my friends started making big life changes. In turn, they invited me to share this idea with their friends, the people they loved. And so the idea started to spread.

It was at this point I decided to turn myself into the guinea pig. It didn't seem right that I would share or promote a concept that I didn't practice myself. So I was going to practice it as wholly as I

could. The only reason I am where I am today, this representative of WHY, is for one reason and one reason only: because of other people.

I have no publicist. I have had only very little national press coverage. Yet the concept of WHY is spreading far and wide because it resonates with people on such a visceral level that they share it with those they love and care about. That I was given the opportunity to write a book about the concept has allowed the depth of the idea to spread without me. The TEDx Talk I gave that was posted on ted.com continues to spread far and wide not because of any social media strategy. It spreads because this message is inherently optimistic. It is inherently human. And those who believe in it share it.

The more organizations and people who learn to also start with WHY, the more people there will be who wake up feeling fulfilled by the work they do. And that's about the best reason I can think of to continue sharing this idea.

Inspire on!

Simon Sinek  
New York  
July 28, 2011

## INTRODUCTION

### WHY START WITH WHY?

---

This book is about a naturally occurring pattern, a way of thinking, acting and communicating that gives some leaders the ability to inspire those around them. Although these “natural-born leaders” may have come into the world with a predisposition to inspire, the ability is not reserved for them exclusively. We can all learn this pattern. With a little discipline, any leader or organization can inspire others, both inside and outside their organization, to help advance their ideas and their vision. We can all learn to lead.

The goal of this book is not simply to try to fix the things that aren't working. Rather, I wrote this book as a guide to focus on and amplify the things that do work. I do not aim to upset the solutions offered by others. Most of the answers we get, when based on sound evidence, are perfectly valid. However, if we're starting with the wrong questions, if we don't understand the cause, then even the right answers will always steer us wrong . . . eventually. The truth, you see, is always revealed . . . eventually.

The stories that follow are of those individuals and organizations that naturally embody this pattern. They are the ones that start with Why.

# PART I

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## A WORLD THAT DOESN'T START WITH WHY

# 2

## CARROTS AND STICKS

---

### Manipulation vs. Inspiration

There's barely a product or service on the market today that customers can't buy from someone else for about the same price, about the same quality, about the same level of service and about the same features. If you truly have a first-mover's advantage, it's probably lost in a matter of months. If you offer something truly novel, someone else will soon come up with something similar and maybe even better.

But if you ask most businesses why their customers are their customers, most will tell you it's because of superior quality, features, price or service. In other words, most companies have no clue why their customers are their customers. This is a fascinating realization. If companies don't know why their customers are their customers, odds are good that they don't know why their employees are their employees either.

If most companies don't really know why their customers are their customers or why their employees are their employees, then how do they know how to attract more employees and encourage loyalty among those they already have? The reality is, most businesses today are making decisions based on a set of incomplete or,

# **SAN ELIZARIO INDEPENDENT SCHOOL DISTRICT**



## **BOARD OPERATING PROCEDURES MANUAL**

*A Proud Community of Champions – Soaring to Excellence!*

*Last Approved 1/15/2025*

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## **I. INTRODUCTION**

Welcome to the official Board Operating Procedures Manual (the “Manual”) for San Elizario Independent School District (“SEISD”). In successful school systems, the superintendent and school board function as a “Team of Eight,” unified in their commitment to their district’s success. To strengthen this partnership, the SEISD Board of Trustees (sometimes referred to herein as the “Board”) has adopted the Board Operating Procedures in this Manual to support clear, effective communication between the Board and the Superintendent, between the Board and District staff and between the Board and the broader District community. These procedures are aligned with SEISD’s Code of Ethics, Vision Statement, and all applicable laws and policies that govern the Board’s and SEISD’s operations.

The Board Operating Procedures in this Manual are designed to guide and support Board Members and the Superintendent in carrying out District business responsibly and effectively. While these procedures are an important framework, they do not create legal rights for any third party, nor do they override existing Board Policy. Should any conflict or inconsistency arise between these Procedures and adopted Board Policy, every effort will be made to revise either Board Policy or the Operating Procedures to reflect the Board’s intentions accurately, in compliance with state and federal law.

This manual is not static; it will be routinely reviewed and updated to reflect evolving best practices in school governance, allowing SEISD to benefit from the most current, effective governance strategies. By committing to regular evaluations, the Board strives to ensure that its practices consistently serve the district’s interests, foster positive educational outcomes, and reinforce trust with the community. As we work in the spirit of collaboration and teamwork, these operating procedures demonstrate our dedication in holding ourselves accountable to all stakeholders.

## **II. HOW TO USE THIS MANUAL**

Approved by a majority of the Board of Trustees, this Manual serves as a guiding framework for the Board’s governance, responsibilities, and conduct, ensuring that all actions align with SEISD’s mission, values, and dedication to educational excellence. Through this Manual, SEISD’s Board of Trustees aspires to uphold the highest standards of governance, continuously reflecting on its practices to enhance the district’s ability to serve students, staff, and the broader community effectively.

## **III. BOARD’S MISSION STATEMENT, VISION AND VALUES**

### **Vision**

San Elizario ISD: A Proud Community of Champions – Soaring to Excellence!

## **Mission**

It is the mission of the San Elizario Independent School District to graduate students with skills to meet the demands of a changing world by promoting student success as non-negotiable, channeling resources to match learning needs of students, employ and retain a quality staff so that San Elizario is a proud, innovative and academically superior district

## **Board's Student Outcome Goals for the Superintendent**

The Board's student outcome goals, as aligned with the school system vision, are:

### Student Outcome Goal 1:

The percentage of 3rd grade students that score at the approaches level on STAAR mathematics will increase from 58% in June 2022 to >85% by June 2028. See appendix 1 pg. 18.

### Student Outcome Goal 2:

The percentage of 3rd grade students that score at the approaches level on STAAR reading will increase from 57% in June 2022 to >80% by June 2028. See appendix 1 pg. 18.

### Student Outcome Goal 3:

SEISD will increase the percentage of College, Career, and Military Readiness (CCMR) points earned annually by SEHS seniors from 30% in May 2023 to >88% by June 2028 as measured by the A-F Accountability System. See appendix 1 pg. 18.

The Superintendent shall interpret and implement the Board's student outcome goals and, in consultation with the Board, select goal progress measures (GPMs) for each student outcome goal. For any school year during which the Board's student outcome goals are not met, the Superintendent shall make reasonable progress toward meeting the student outcome goals. The Board's student outcome goals shall be the Superintendent's first priority for resource allocation.

## **Board's Constraints for the Superintendent**

In attaining the Board's student outcome goals, the Superintendent shall not:

1. Allow the collaborative partnership between home, school, and community to deteriorate.
2. Allow adult convenience or preference to take priority over the academic progress of our students. The Superintendent shall interpret and implement the Board's Superintendent constraints

## **Theory of Action**

If the district supports all students in reaching their individual educational goals; and if the district commits to all students learning the same standards but when necessary, reach them using differentiated time, resources, and approaches (Walters and Marzano, 2006); and if actions demonstrate leadership is expected from everyone as we support risk-taking and learning from

setbacks in our support of success; and if accountability is defined as being responsible to peers and colleagues in the pursuit of learning (Lambert, 2002), then the district and through campuses, will be able to accomplish the Board's student outcome goals while operating within the Board's constraints.

## **IV. ACCOUNTABILITY AND STRUCTURE POLICIES**

### **The Board's Role**

The Board shall:

1. Ensure creation of a shared **vision** that promotes improved student outcomes. The Board shall accomplish this by incorporating the community's vision and values into student outcome goals and fulfill our mission—all within the constraint.
2. Provide guidance and direction for accomplishing the vision. The Board shall accomplish this by creating a structure for the school system through distinct Board and Superintendent roles and responsibilities, which includes selecting the Superintendent, delegating to the Superintendent the authority and responsibility to implement the Board's goals within law and the Superintendent constraints, and considering and voting on the Superintendent's recommendations.
3. Promote the vision. The Board shall accomplish this by providing **advocacy** for students, families, staff, and stakeholders.
4. Work with the superintendent to lead the school system toward the vision. The Board shall accomplish this by behaving in a manner that demonstrates the **unity** of the Board and the school system.

In carrying out the above activities, the Board shall at all times comply with the Education Code and other laws, as applicable.

### **Superintendent's Role**

The Superintendent, as the Board's sole delegate for managing school system operations, shall be responsible for accomplishing any reasonable interpretation of the Board's student outcome goals within the boundaries provided by the Board and Superintendent constraints and state and federal law.

State and federal law require board adoption of policies on a variety of topics. The Board's adopted policies in the school system's local board operating manual constitute compliance with these legal requirements. In accordance with state law, the Superintendent shall be responsible for preparing recommendations for policies to be adopted by the Board, overseeing implementation of adopted policies, and developing appropriate administrative regulations. In recommending policy for Board adoption, the Superintendent shall identify when the Board is required to adopt policy or has statutory decision-making authority that cannot be delegated to the Superintendent. Required

board policy addressing administrative issues shall be handled by consent agenda, with the Superintendent informing the Board of substantive changes.

Any operational issues not required to be Board adopted shall be addressed in administrative policy/regulations and the Board shall take necessary steps to remove such issues from its local policies.

### **Board's Constraints for the Board**

The Board shall operate within the Board's role, as defined above, and the Board's operating procedures. The Board, either collectively or through the actions of individual Board Members, shall not:

- Deviate from the Board's operating procedures, particularly related to the protocol of communication.
- Deviate from the agenda once it is set 72 hours in advance.

### **Board Self-Evaluation**

The Board shall conduct self-evaluations at least once a year. The Board shall self-evaluate using the TASB - Effective Board Practices: An Inventory for School Boards. See appendix 7 pg. 41.

## **V.      ADVOCACY AND UNITY**

### **Code of Ethics**

As a member of the Board, I shall promote SEISD's best interests as a whole and, to that end, shall adhere to the following ethical standards:

#### *Equity in Attitude*

- I will remain fair, just, and impartial in all my decisions and actions.
- I will treat others with the respect I wish to receive.
- I will foster an environment that encourages diverse opinions and actively listen to others' ideas with an open mind.

#### *Trustworthiness in Stewardship*

- I will uphold accountability to the public by accurately representing the District's programs, priorities, and progress.
- I will engage with the community by inviting their involvement in District affairs and effectively communicating the District's priorities and concerns.
- I will strive to ensure the prudent and responsible use of District resources.
- I will refrain from making personal promises or taking private actions that could compromise my ability to fulfill my responsibilities.

#### *Honor in Conduct*

- I will be truthful in all matters.
- I will share my perspective openly and work toward building consensus.
- I will uphold the majority decision as the official decision of the Board.
- I will make decisions based on facts, not on assumptions, opinions, or public sentiment.
- I will collaborate with my colleagues and resolve any disagreements respectfully through proper channels, in line with Board Policy and established Operating Procedures.
- I will treat my colleagues, District leaders, staff, and community members with courtesy, honesty, and respect at all times, including during Board meetings, one-on-one meetings, conferences, District events, and social gatherings.

### *Integrity of Character*

- I will maintain my independent judgment and not yield to any individual or group if it compromises the best interests of the District as a whole.
- I will consistently adhere to all applicable laws, rules, policies, and governance procedures.
- I will protect confidential information that is legally privileged or could unnecessarily harm the District if disclosed.
- I will acknowledge and respect the integrity of my predecessors and colleagues.

### *Commitment to Service*

- I will focus my attention on fulfilling the Board's responsibilities of goal setting, policymaking and evaluation.
- I will diligently prepare for and attend Board meetings.
- I will seek continuing education that will enhance my ability to fulfill my duties effectively.
- I will comply with all District policies adopted by the Board.

### *Student-Centered Focus*

- I will be continuously guided by what is best for all students of the District.
- I will focus on issues involving Board priorities and policies rather than personalities.

### **Board Member as Parent**

- As a parent, within the District, a Board member shall:
  - Clearly indicate to staff when communicating that they are acting in the capacity of a parent, not as a Board member.
  - Refrain from requesting, expecting, or requiring any extra consideration or preferential treatment for their children due to their position on the Board.

### **A Board member shall not:**

- Make any personal promise or take any private action that may compromise the Board member's performance or responsibilities.

- Text or communicate electronically with others to discuss District business or personal business during Board meetings in closed or open session.
- Record district personnel or board members without their consent.
- Make negative statements regarding the performance of the Superintendent, board members, or staff. Such statements may only be made when acting in an official capacity and in accordance with law and Board Policy.

Board members will execute the SEISD Professional Standards of Conduct attached to these procedures and return the executed document to the Board President who will authorize the Superintendent or Superintendent's designee to maintain such documents on behalf of the Board.

## VI. BOARD MEMBER SOCIAL MEDIA POLICY

1. **Good comportment, especially on social media, is in the District's interest and serves as the best PR.**
2. **Do NOT overshare and verify the truth of your information.** You should be particularly careful about the information you share on social media and make certain that you do not overshare. Remember that a violation of the Open Meetings Act carries criminal penalties that include fines, jail time or both. Likewise, there are legal consequences for communicating false information such defamation or libel suits. Moreover, be mindful of the confidential nature of certain information shared with you and limit the content of your communication to information that San Elizario ISD has previously released to the public.
3. **Speak for yourself, and yourself only.** Although you are free to communicate with others on social media, please do not use your personal social media accounts to speak on behalf of the school board or San Elizario ISD. If you choose to communicate on social media about San Elizario ISD business, please ensure that you specify that you are communicating as an individual and not on behalf of the board or the school district.
4. **Do not communicate with other board members through social media.** In doing so, you run the risk of establishing a quorum and discussing district business outside of a publicly noticed meeting which would violate Open Meetings laws.
5. **Avoid re-creating board meeting events and discussions.** Doing so can lead to unintended contradictions or confusion. Instead, direct the public to key administration, meeting minutes, agendas, publicly available documents, etc.
6. **Don't jump to conclusions and make pre-determinations.** Do not publicly communicate about your consideration or decision-making on matters that have not yet reached the board for possible action Be mindful of the legal processes for certain matters and refrain from even the appearance of making pre-determinations or decisions outside of the established or required process (for example, due process hearings for teacher nonrenewals, employee grievance hearings, adoption of tax rate, etc.).
7. **Refrain from involving yourself as a witness in a matter that may result before the Board.** If

you are approached or contacted with a complaint, redirect the complainant to the appropriate administrator. Be sure to promptly inform the Superintendent and Board President of the matter.

8. **Remember that you are a temporary custodian of records under state law.** Under recent legislative changes to the Public Information Act, board members, public officials, and employees are required to maintain all records pertaining to district business. This includes communication by text, personal email and social media. This means that your social media communications are presumed.
9. **Seek legal advice prior to deleting public comments or blocking participants.** Even if you're using a personal social media account, deleting public comments or blocking persons with whom you disagree have the potential of violating the constitutional tenets of free speech—especially if the communication relates to district business. Check with the district's legal counsel before taking any action, or better yet disable all public comment functions on your account.
10. **Quickly report any possible illegal or criminal activity, to include threats against district employees, students and public officials.** Report the information to the Superintendent, Board President and law enforcement.

## **VII. ROLE & DUTIES OF THE SUPERINTENDENT**

The Superintendent, as the Board's sole delegate for managing school system operations, shall be responsible for implementing the Board's student outcome goals within the limits set by Board and Superintendent constraints, and in compliance with state and federal laws. This includes:

- **Policy and Compliance:**

The Superintendent will recommend policies for Board adoption and oversee their implementation, ensuring the Board's adopted policies meet legal requirements. The Superintendent shall identify policies requiring Board action or statutory decision-making authority that cannot be delegated. All policies addressing administrative issues will be handled via consent agenda, with the Superintendent informing the Board of substantive updates. Administrative issues not requiring Board adoption will be addressed in administrative policy and regulations, with the Board taking steps to remove such items from its local policies.

- **Educational and Operational Leadership**

The Superintendent is tasked with organizing education programs, services, and facilities and providing leadership to improve student performance. This includes assuming responsibility for the assignment, supervision, and evaluation of District personnel, including the authority to initiate termination, suspension, or nonrenewal of employee contracts.

- **District Operations and Budget Management**

The Superintendent manages daily District operations, including implementing and monitoring plans, procedures, programs, and systems to achieve clear results. This includes preparing and administering the District budget, overseeing compliance with facility standards, and ensuring the adoption and enforcement of the student code of conduct and other disciplinary rules.

- **Administrative Organization**

The Superintendent will organize central administration, consult with District-level committees, and develop any necessary administrative regulations.

- **Reporting and Accountability**

The Superintendent will submit required reports in accordance with state and federal law, provide leadership in partnership with the Board, and fulfill any additional contractual duties assigned by the Board.

## **VIII. ROLE OF BOARD OFFICERS AND BOARD MEMBERS**

### **Board President Responsibilities:**

- Preside over all board meetings.
- Call special meetings as needed.
- Sign all legal documents as required by law.
- Fulfill all duties and obligations as outlined by Board Policy, state and federal statutes, and applicable regulations.

### **Board Vice-President Responsibilities:**

- Act in the capacity of Board President in the absence of the Board President.
- Fulfill all duties and obligations as outlined by Board Policy, state and federal statutes, and applicable regulations.

### **Board Secretary Responsibilities:**

- Ensure accurate records are maintained.
- Act as Board President in the absence of both the Board President and Vice-President.

## **IX. EVALUATION OF THE SUPERINTENDENT**

1. Evaluation Instrument: The Board shall approve the evaluation instrument for the School Superintendent, which shall be developed with the input of the Superintendent.

2. Annual Performance Evaluation: The Board shall prepare a comprehensive written evaluation of the Superintendent's performance at least annually, or more frequently if deemed necessary. This evaluation must be completed before the anniversary of the Superintendent's hire date.
3. Evaluation Criteria: The evaluation will utilize a document that includes both general subjective goals and objective performance-related goals. All criteria will align with the Board's mission and goals for academic achievement and overall District performance.
4. Consensus and Discussion: The Board shall reach a consensus on the final evaluation and present it to the Superintendent. The conclusions will be discussed in a closed meeting, unless the Superintendent requests an open discussion.
5. Facilitation and Scheduling: The Board President will facilitate the evaluation process and schedule the presentation during a duly posted Executive Session at least four (4) weeks prior to the Superintendent's annual hire date.
6. Action Based on Evaluation: Any actions resulting from the evaluation will be at the sole discretion of the Board and must be agreed upon by a majority of Board Members in accordance with the Texas Open Meetings Act.
7. Future Criteria Agreement: Within thirty (30) days of completing the evaluation, the Board and the Superintendent shall meet to agree on the specific evaluation criteria for the next year. The Board may revise these criteria at any time with a majority consensus.
8. Performance Reviews: The Board may conduct ongoing reviews of the Superintendent's performance and progress towards meeting established goals. Any resulting actions or adjustments will be at the Board's discretion and require a majority agreement, consistent with the Texas Open Meetings Act. The Board may also conduct oral evaluations at any time to supplement written evaluations.
9. Regulatory Compliance: The Board will ensure that the evaluation process and all related documents adhere to local, state, and national regulations and guidelines.

## **X. BOARD MEMBER CAMPUS VISITS**

- Board members are encouraged to visit any campus, but they must treat administrators and campus personnel with respect to avoid undermining their authority.
- Board members should arrange visits with the Superintendent at least 24 hours in advance, except when attending a scheduled campus activity to which they have been invited.
- As a courtesy, board members will inform the campus principal and the Superintendent's Office of any visit 24 hours in advance whenever possible.

- Board members must check in at the principal's office following District guidelines and present a driver's license or other proof of identification as required. They should wear their District ID badges while on campus.
- All visits are to be escorted or directed by a staff member designated by the principal.
- Board members may communicate with any staff member regarding topics within the scope of their visit, provided that such communication does not interrupt scheduled learning periods or interfere with the learning process. If board members wish to discuss other matters, they must notify the Superintendent in advance of their visit.
- Board members will not assume a supervisory or participatory role with staff or students unless specifically requested by campus staff.
- Visits during the school or business day shall not be permitted if their duration or frequency interferes with the delivery of instruction or District operations.

## **XI. BOARD AND SUPERINTENDENT COLLABORATION**

### **Board Member Concerns About Superintendent Performance**

1. If, at any time, a Board Member becomes concerned that the Superintendent may have (1) breached any term of the Superintendent's contract; (2) violated a state or federal statute; (3) violated a Board Policy or Operating Procedure; or (4) failed within a reasonable amount of time to address a specific issue identified by the Board, the following process will be used:
  - a. The concerned Board Member will meet privately with the Superintendent to discuss their concerns in order to resolve the issue(s). The concerned Board Member may elect to bring their concerns to the Board Chair instead who will assist in resolving the issue(s).
  - b. If the concerned Board Member does not feel that the resolution is satisfactory, the Board Member may request, through the Board Chair, that an item be placed on the next regular meeting agenda as a Closed Meeting item, posted in accordance with Texas Government Code. The concerned Board Member must inform the Board Chair in writing of the specific nature of any concern(s) which prompted the request for a Closed Meeting.
  - c. In addition, the Board Chair may, of their own accord, place an item on a regularly scheduled meeting agenda as a Closed Meeting item to discuss concerns about the professional performance of the Superintendent.
2. In the event that a Closed Meeting is called, the Board must listen to the concern(s) and make a determination if the issue raised is truly cause for concern. Failure to make such a determination shall end the Board Meeting.
3. If the majority of the Board determines that there is a violation or breach of one of the

items listed, the following process will be followed:

- a. The exact nature of the deficiency will be documented and discussed with the Superintendent.
- b. A plan for remediation will be written, to include action(s) to be taken and timelines.
- c. The Board Chair shall monitor the plan for compliance and the results will be made part of the Superintendent's annual performance evaluation.
- d. It shall be the responsibility of the Board Chair to ensure that all documentation relating to performance deficiencies shall be appropriately placed in the Superintendent's personnel file.

### **Board Member Concerns About Employee (other than Superintendent) Performance**

1. Concerns About Employee Performance: When a Board Member has concerns regarding the performance of District employees, they must communicate those concerns directly to the Superintendent and inform the Board Chair. Such concerns should be limited to the following categories:
  - a. Illegal actions;
  - b. Egregious violations of Board policy; or
  - c. Actions that may harm the District's or Board's reputation.
2. Responsibility for Personnel: Board Members should recognize that the management of District personnel is the sole responsibility of the Superintendent, not the Board.
3. Superintendent's Obligations: The Superintendent is required to listen to these concerns, review the relevant matters, and notify the Board of the resolution, as permitted by policy.
4. Safety-Related Concerns: If a Board Member has concerns about the performance of District employees that relate to the safety of employees, students, the Board, or the community, they must notify the Superintendent and, if appropriate, the police department.

## **XII. BOARD TRAVEL/TRAINING**

### **Professional Development:**

Board members shall attend professional development and conferences to assist them in their duties and responsibilities, as well as to acquire continuing education credit. Conferences that board members may attend include:

- TASB Conference
- National School Board Conference
- Far West Texas Association
- Region 19 sessions
- TASB Online training sessions
- MASBA (Mexican American School Board Association)

- NALEO Educational Fund (National Association of Latino Elected and Appointed Officials)

Following any board-approved or paid travel, all traveling board members are required to provide a verbal report in open session at the next board meeting regarding:

- Hours of training completed
- Attendance at all or most sessions offered
- Highlights of any information or training received

**Travel Reimbursement:**

1. Reimbursement: Board members shall be reimbursed for reasonable and allowable travel expenses incurred while carrying out board business at the Board’s request, as well as for expenses incurred while attending meetings and conventions as official representatives of the Board when attendance is authorized and deemed necessary for the conduct of public schools.
2. Spouse Expenses: The District will not pay the travel expenses of spouses or other individuals accompanying a Board Member to Board-related activities unless those individuals have responsibilities or duties to perform for the Board.
3. Payment for Expenses: In accordance with Board Policy BBG (Local), payment for authorized and documented travel expenses will be made in compliance with legal requirements, either through reimbursement (not to exceed allowable rates) or by advancing a set amount. Board members shall coordinate travel to board meetings and conventions, including commercial transportation and lodging, with the District’s designee. If the designee cannot coordinate travel-related expenses, the District shall reimburse the member for incurred expenses, not to exceed allowable rates.
4. Advancements for Expenses: The District may advance a set amount of funds for personal car use, taxi fares, meals, and other incidental expenses. Any excess over allowable expenses shall be refunded to the District.
5. Expense Documentation: For any authorized expenses incurred, board members shall submit a statement documenting actual expenses, with receipts provided to the extent feasible.
6. Additional Policies: For specific policies related to Board Member Travel Reimbursement, refer to Board Policy BBG (Legal) and BBG (Local), available online at TASB Policy.

**XIII. BOARD MEETING GUIDELINES AND PROCEDURES**

**Board Meeting Procedures**

- The San Elizario ISD Board shall meet on a regular monthly business session on the second Wednesday in the Boardroom.

- Changes in the date and / or place to accommodate holidays and special events shall be approved by the Board in advance.
- Additional meetings may be called as needed.
- Anytime four (4) or more Board members are gathered to discuss school district business, it is considered a meeting.
- Failure to post such a meeting is considered a violation of the Texas Open Meetings Act.
- The Board shall observe the parliamentary procedures in Robert's Rules of Order, except as otherwise provided in Board procedural rules or by law.
- Board members are expected to attend and participate in duly called meetings.
- Board member may be permitted to attend a meeting of the Board of Trustees through virtual participation only if the board member is physically unable to attend in person due to illness or other personal emergency.
- Board members should come to the Board meetings prepared to discuss and take action on all items on the agenda. At a minimum, each member is expected to review the board packet provided before the meeting and, when possible, resolve any questions by reaching out to the Superintendent or relevant administrative staff in advance.

### **Board Agenda Procedures**

#### 1. Agenda Creation and Approval

- The Superintendent prepares the agenda in consultation with the Board President, who holds final approval authority over the official agenda.
- Board Members may request that a subject be included on an agenda for a meeting. The Board President must ensure that any topics requested by Board Members for inclusion are either placed on the agenda or scheduled for future deliberation. The Board President cannot remove a requested agenda item without the requesting Board Member's authorization.

#### 2. Focus on Student Outcomes

- Agenda items should align with the Board's goals, with a focus on improving student outcomes and monitoring progress toward adopted goals.

#### 3. Submission Deadlines and Additions

- Items for inclusion on the agenda must be submitted by the fifth working day before regular meetings and the third calendar day before special meetings.

- No item can be added less than 72 hours in advance, except in cases of emergency necessity.
- Additional agenda items after the original posting must comply with state laws.

#### 4. Agenda Notifications and Backup Materials

- Board Members are given notice of regular and special meetings at least 72 hours prior and at least one hour prior for emergency meetings.
- Backup materials for each agenda item are provided at least 72 hours in advance. If this deadline cannot be met, materials should be delivered to the Board as soon as possible before the meeting.
- For action items, relevant information should accompany backup materials. The Board may, by consensus, remove an item from the agenda if adequate backup materials are not available, unless an emergency or urgent necessity exists.

#### 5. Consent Agenda

- Items on the Consent Agenda, determined by the Board President, generally include:
  - routine items,
  - annual contract renewals,
  - budget amendments,
  - tax refunds,
  - donations,
  - financial information,
  - minutes from prior meetings,
  - routine personnel items,
  - routine bid recommendations,
  - policy updates, and
  - construction amendments.
- Board Members may ask questions about consent items before the meeting. If further discussion is required, any member can request that an item be pulled from the Consent Agenda and discussed as an action item.

#### 6. Executive Sessions

Executive Session may be needed according to the Texas Education Code or Texas Open Meetings Act.

- All personnel issues shall be conducted in an executive session unless specifically required by the Texas Open Meetings Law.
- Anything that violates the right to privacy, (Texas Open Meeting Act, Texas Open Records Act) cannot be placed on the open agenda.

- Anything that falls under the Texas Government Code 551.072 such as private consultation with the board's attorney, discussing purchases, exchange, leases, or value of real property, discussing negotiated contracts for prospective gifts or donations, discussing personnel or to hear complaints against personnel, deliberation regarding security devices, considering discipline of a public school child, or complaint or charge against personnel, considering the stands, guidelines, terms or conditions the board will follow, or will instruct its representative to follow, in consultation with representatives of employee groups, excluding witnesses from a hearing.
- Should any final action, decision, or final vote be required in the opinion of the school Board with regard to any matter considered in such closed or executive meeting or session, then the final action, or final vote shall be either in the open meeting covered by the Notice upon the reconvening of the public meeting or at a subsequent public meeting of the School Board upon notice thereof; as the School Board shall determine.
- The Board prohibits the use of technology that has recording capabilities during executive sessions without prior permission from board.
- Discussions during closed sessions shall remain confidential.

#### 7. Questions About the Agenda

- Board Members should follow the procedures herein for making inquiries on agenda items.

### **Board Executive Session Procedures**

#### 1. Conducting Executive Sessions for Personnel and Sensitive Matters

- Personnel matters and issues that could infringe on privacy rights are handled in executive sessions, unless otherwise required by the Texas Open Meetings Act.
- Any topics that involve privacy concerns, as specified by the Texas Open Meeting Act or the Texas Open Records Act, cannot be included on the open agenda, in compliance with the law.

#### 2. Authorized Topics for Executive Session

- The Board may only discuss items listed on the executive session agenda, as prescribed by Texas Government Code Sections 551.071 - 551.076, which cover:
  - Private consultations with the Board's attorney,
  - Discussion of property transactions,
  - Negotiations for prospective gifts or donations,
  - Personnel matters or complaints against personnel,

- Deliberations about security devices, student discipline, and complaints against personnel,
- Considerations of the Board's stance or guidelines for consultations with employee group representatives.

### 3. Confidentiality and Limitations of Executive Sessions

- Discussions and information shared during executive sessions are strictly confidential by law, and all Board Members understand the requirement to uphold this confidentiality.
- The Board prohibits the use of any recording devices in executive sessions unless prior permission is granted.
- If Board Members are approached for information about executive session matters, they will refer to the posted agenda as the extent of public disclosure and will direct further inquiries to the Board President or Superintendent.

### 4. Public Statements Post-Executive Session

- Should a statement regarding discussions or outcomes of an executive session be deemed in the best interest of the district, the Board President will compose an official statement with approval from the Board majority. Such statements must comply with legal restrictions.

### 5. Recessing to Executive Session and Documentation Requirements

- The Board must convene in an open session with appropriate posting before recessing into an executive session. The agenda items for executive session are to be read aloud, specifying the matters to be discussed under Chapter 551 of the Texas Government Code.
- The Board keeps a certified agenda, with minutes attached, documenting each executive session. Only Board Members, regardless of their attendance at the session, may review these minutes without a court order.
- To review executive session minutes, Board Members must contact the Board President to arrange a secure review. The minutes are sealed, stored securely, and remain confidential.

### 6. Actions Following Executive Session

- No action or voting can occur during executive sessions; all Board actions, including final decisions and votes on executive session matters, are conducted in open session per Chapter 551 of the Texas Government Code.

- If any final action, decision, or vote is necessary following an executive session discussion, it must occur in an open session or at a subsequent public meeting with proper notice, as determined by the Board.

## **Participation in Discussion, Debate, and Voting**

### 1. Parliamentary Procedure

- The Board follows *Robert's Rules of Order, Newly Revised* as its parliamentary procedure for meetings, motions, and debates.

### 2. Member Conduct

- All Board Members are expected to act with professionalism, respect, and integrity in alignment with the Board's "Member Conduct at Board Meetings/Public Forums" guidelines.
- No Trustee shall coerce another member to vote in a specific manner or solicit votes in a way that conflicts with the Texas Open Meetings Act.
- Trustees shall not criticize each other's questions, discussions, or votes.

### 3. Recognition and Debate

- The Board President, or the presiding member, will recognize any Board Member wishing to speak on a subject.
- Debate may continue until each Trustee has had sufficient time to ask questions or make comments unless a motion to end debate is adopted.
- Questions or comments must relate directly to the current agenda item.

### 4. Discussion of Motions

- All discussions are limited to the business currently under deliberation as listed on the agenda.
- The Board President is responsible for ensuring that discussions remain focused on the motion at hand and has the authority to halt any off-topic discussions.
- The Board Chair may make motions, second motions, participate in debates, and vote on all matters.

### 5. Voting Protocols

- Board Members are expected to vote on all motions unless there is a legal conflict of interest as defined by law (Policies BBFA and BBFB).
- Members may abstain from voting and are allowed to briefly explain their reason for abstention.
- Members must abstain from voting when such action would violate the Board's policies or federal or state law.
- Voting is conducted by a show of hands or voice vote, and all votes, including dissenting and abstaining votes, will be recorded in the minutes.
- Each Board decision, even when there are dissenting votes, shall be an action by the simple majority of the Board and binding upon each member.
- Individual members are encouraged to express their opinions during the discussion of motions, but following the vote, members shall publicly discuss only the decision of the whole Board.

#### **XIV. BOARD MEMBER REQUESTS FOR INFORMATION, DOCUMENTATION, REPORTS OR REPORTS OTHER THAN AGENDA ITEMS**

##### **Access to Information for Decision-Making**

- Board Members are entitled to the information necessary to make informed decisions on matters before them. Board Members may email or call the Superintendent or designated staff to request information.
- If a request requires significant staff time, the Superintendent and Board Chair will consult with the requesting Board Member to find a reasonable solution.
- Information requested by any Board Member will be shared with all Trustees.
- If a Board Member wishes to request district records in a personal capacity, as opposed to his or her official capacity as a Board Member, the Board Member shall use the Districts procedure for requests under the Public Information Act. SEISD will respond to the request following its standard procedures for all public information requests.

##### **Requesting District Records Outside of Board Meetings**

- When a Board Member, acting in an official capacity, requests specific records maintained by the District outside of a board meeting, the Superintendent will notify the Board Member that the request is tracked under Texas Education Code Section 11.1512 and will provide the necessary tracking form.

- Tracking is not required for requests related to upcoming agenda items made before or during a board meeting.
- If a member requests information that requires an excessive amount of staff time to complete, the Superintendent and Board Chair shall consult with the member to find a reasonable solution. Board members may email or call the Superintendent or his / her staff with information requests.
- When information is requested by a Board member, it will be provided to all Trustees.
- By law, the District must post, in a place convenient to the public, the cost of responding to one or more requests submitted by a board member if the request(s) are for 200 or more pages of material in a 90-day period. The district must report annually to the Texas Education Agency (TEA) the number of requests submitted by a board member during the preceding school year and the total cost to the district of responding to requests during that school year.

### **Access to Confidential Records**

- Board Members may access confidential records only if they are acting in an official capacity and have a legitimate educational interest, as outlined in Board Policy FL. Additional security measures may apply.
- If the Board Member requests information in a personal capacity, the Superintendent will direct them to follow the District's public information request procedures.
- Board Members will recognize students' rights to privacy and SEISD's obligations under the Family Educational Rights and Privacy Act ("FERPA")
- The district may withhold or redact information, documents, or records that are excepted from disclosure or are confidential under the PIA or other law, including FERPA.

### **Timely Response to Information Requests**

- By law, as the general rule, SEISD shall respond to a Board Members' request for information no later than the 20th business day after the date the District receives the request.
- As an exception to the general rule, the district may take a reasonable additional period of time, not to exceed the 30th business day after the date the district receives the request, to respond to a request if compliance by the 20th business day would be unduly burdensome given the amount, age, or location of the requested information. The administration shall inform the requesting Board Member of the reason for the delay in providing the requested information and the date by which the information will be provided.

## **Tracking**

- Tracking is not required by Section 11.1512 when a board member requests records or a report during a board meeting.

## **Prohibition on Requiring New Analyses or Records**

- Board Members may not direct or require District employees to conduct analyses or create new records from existing data. Requests for new reports or analyses should be made through official Board action.

## **XV. BOARD/VENDOR RELATIONS**

### **Vendor Contact Prohibition**

1. **Prohibited Contact:** Vendors and Board Members are prohibited from making oral or written contact with each other individually for the purpose of soliciting a purchase or contract related to District business or discussing an outstanding bid or proposal submitted or to be submitted to the District between the formal release of a request for proposal or bid and the administration's recommendation to the Board.
2. **Consequences of Violation:** If a vendor or Board Member violates this prohibition, consideration of the vendor for award of the bid or proposal shall be invalidated.
3. **Notification of Violations:** Board Members shall be notified of reported or known violations, along with potential actions that may result from the violation.

### **Conflicts of Interest**

1. **Duty of Loyalty:** Board Members owe a duty of loyalty to the District and must avoid any business activities that conflict with the District's interests.
2. **Outside Business Interests:** Board Members' outside business interests, including passive or active investments, must not adversely affect their duty to the District.

### **Affidavit for Substantial Interest:**

- If a Board Member has a substantial interest in a business entity or real property, they must file an affidavit before voting or deciding on matters involving the business or property. The affidavit must disclose the nature and extent of the interest if:
  - (a) For a business entity, the action will have a special economic effect on the business entity, distinguishable from its effect on the public.
  - (b) For real property, it is reasonably foreseeable that the action will affect the value of the property in a way that distinguishes it from the effect on the public.

- Filing with District: The affidavit must be filed with the official records administrator of the District, following Board Policy BBFA (Legal), which is available online at [BBFA\(LEGAL\)](#).

### **Conflicts Disclosure for Vendors:**

- Board Members must file a conflicts disclosure statement if a vendor enters into or is under consideration for a contract with the District and the vendor:
  - (a) Has a business relationship with the Board Member or their family that results in taxable income exceeding \$2,500 during the 12-month period prior to the Board Member becoming aware of the contract.
  - (b) Has given a gift (or multiple gifts) valued at over \$100 during the 12-month period prior to the Board Member becoming aware of the contract.
  - (c) Has a family relationship with the Board Member.
- Exemptions: Gifts accepted as political contributions under the Election Code or food accepted as a guest do not require a conflicts disclosure statement.
- Filing Deadline: Conflicts disclosure statements must be filed with the District's records administrator no later than 5:00 p.m. on the 7th business day after the Board Member becomes aware of the need to file.
- Please See Appendix 8 to review the Local Government Officer Conflicts Disclosure Statement.

### **Appointment Restrictions**

- Appointment of Relatives: A public official may not appoint a person to a position that is directly or indirectly compensated from public funds if:
  - (a) The person is related to the public official by consanguinity (blood) within the third degree or by affinity (marriage) within the second degree.
  - (b) The public official holds appointment or confirmation authority as a member of a local board and the person is related to another member of the board within the prohibited degree.

## **XVI. BOARD MEMBERS' COMMUNICATIONS PROCEDURES**

### **Board Communications**

- The Board is committed to, and encourages, community input through the use of surveys, public forums, the District website, District publications, and on-going communication-forms.

- The Superintendent and Board Chair shall communicate information in a timely manner to all Trustees.
- Unless otherwise approved or authorized by the Board, individual members cannot speak in an official capacity or otherwise represent the views of the Board. The Board Chair and / or his / her designee shall be the official spokesperson for the Board to the media / press on issues of media attention.
- Any Board member may respond to general, factual inquiries. If the Board member is unsure of the correct facts, they should direct the inquiry to the appropriate administrative staff.
- All Board members who receive phone calls from the media should direct them to the Board's spokesperson (Superintendent) and notify the Board Chair and Superintendent of the call.
- The SEISD Board of Trustees encourages input; however, anonymous calls, letters or emails will not receive the Board's attention, discussion or response. The Superintendent will be made aware of the anonymous calls, letters or emails for informational purposes only.

### **Superintendent Communications with the Board**

- The Board President and Superintendent are expected to maintain regular communication.
- The Superintendent will periodically update all Board Members through the Board information packet and respond to information requests within a reasonable time.
- Information requested by the Board President or any Board Member will be shared with all Board Members.
- Significant updates, such as news releases, will be promptly emailed to Board Members.

### **Community Engagement Procedures**

- The board shall listen and discuss the vision and values of students in accordance to the monitoring calendar.
  - At least two board members shall co-lead each session intended to accomplish this objective. All board members are welcome but the Open Meetings Act shall be followed.
  - A presentation slideshow and a written script approved by the board chair shall be used at every session intended to accomplish this objective.
- The board shall listen and discuss the vision and values of families, staff, and community members, in accordance to the monitoring calendar.

- At least two board members shall co-lead each session intended to accomplish this objective. All board members are welcome but the Open Meetings Act shall be followed.
- A presentation slideshow and a written script approved by the board chair shall be used at every session intended to accomplish this objective.
- The board shall host a community meeting to discuss progress toward student outcome goals with low performing campuses at least twice per school year in accordance with the monitoring calendar.

### **Texas Open Meetings Act Compliance**

- To adhere to the Texas Open Meetings Act, Board Members may not communicate with three or more other Board Members to solicit support or opposition on items of business.

### **Board Member Concerns about Another Board Member's Performance**

1. If a Board Member believes that another Board Member has violated the Board Code of Ethics, Board Operating Procedures, Board Policy, State or Federal law, it is the responsibility of the concerned Board Member to discuss the alleged violation with the other Board Member in private prior to taking any other action, unless the nature of the allegation requires immediate escalation to the Board Chair.
2. If, after the concerned Board Member has privately discussed the alleged violation with the other Board Member, the concerned Board Member remains unsatisfied that the alleged violation has been addressed, the concerned Board Member may submit, in writing, the allegation to the Board Chair (arbiter). If the Board Chair is involved in the allegation, the concerned Board Member may instead submit the allegation, in writing, to the Board Vice-Chair or the next most senior Board Member not involved in the allegation who is then obligated to serve as arbiter instead.
  - a. The Board Members involved will conference to discuss the alleged violation. All parties are strongly encouraged not to allow any further escalation of these procedures and the arbiter's duty is to work to avoid such escalation.
3. If, after the conference, the concerned Board Member remains unsatisfied that the alleged violation has been addressed, the Board Chair will call a special meeting of the Board to discuss the alleged violation. The Board Chair may call upon the District's General Counsel or an external legal advisor to investigate the nature of the allegations. The findings of this investigation will be presented at a special meeting of the Board.
4. If, after the special meeting of the Board to discuss the alleged violation, the Board determines that additional consideration of the alleged violation is warranted, the allegation and the investigative findings will be placed on the next regular meeting agenda.

5. In order for the alleged violation to be considered, one of the following three motions must be made and seconded: a motion to dismiss allegations, a motion to admonish or a motion to censure.
  - a. In order to protect the overriding principle of freedom of speech, the Board shall not impose admonition or censure on any of its members for the exercise of their First Amendment rights. In order to ensure the right to a fair jury trial, the Board shall not impose admonition or censure on any of its members for the violation of any law while civil or criminal charges are pending. However, when the civil or criminal proceedings are final, the Board need not be bound by the conclusions of the Court and may again pursue admonition or censure.
  - b. A motion to dismiss allegations concludes these procedures and exonerates the accused Board Member. Once a motion to dismiss allegations has passed concerning a given alleged violation, no other motions concerning that alleged violation are in order. A motion to dismiss allegations requires the simple majority vote of the Board to pass.
  - c. An admonition is a one-time punitive action which serves as a penalty imposed for wrongdoing but carries no fine or suspension of the rights of the Board Member as an elected official. A motion to admonish must be presented in writing and must contain the exact language of the alleged violation and the proposed admonition. A copy of the motion to admonish must be provided to the accused Board Member at least seventy-two (72) hours prior to discussion of the motion. A motion to admonish requires a majority vote to pass.
  - d. A censure is an action that is permanent for the period specified by a majority of the Board. A censure serves as a penalty imposed against a board member for wrongdoing but carries no fine or suspension of the rights of the Board Member as an elected official. A motion to censure must be presented by another board member in writing and must contain the exact language of the alleged violation, the proposed censure, and the period of censure. A copy of the written request to censure must be provided to the accused Board Member at least seventy-two (72) hours prior to the board meeting during which the censure motion will be considered. A motion to censure requires a majority vote to pass.

### **Official Representation Outside Board Meetings**

- Individual Board Members may not speak on behalf of the Board or represent the Board in meetings or public forums without prior Board authorization.
- Board Members may respond to general, factual inquiries, but should direct uncertain queries to the appropriate staff.

### **Board Member Responses to Comments and/or Complaints**

- Board Members will listen respectfully and remain impartial.

- Board Members will ask if the commentator / complainant has followed the District's procedures and / or chain of command.
- If the commentator / complainant does not know the procedures or chain of command, provide the following information / steps:
  - a. The commentator / complainant must first speak with the appropriate staff member. If not satisfied then;
  - b. The commentator / complainant must go to the appropriate administrator in charge of the school or department where the comment/concern arose. If not satisfied, then;
  - c. The commentator / complainant must contact the appropriate central office administrator. If not satisfied, then;
  - d. The commentator / complainant will conference with the Superintendent (or designee).
- The Board Member will inform the Superintendent if an issue has advanced to or beyond Step b and will include the nature of the comment / complaint, the commentator / complainant and to whom the commentator / complainant has been referred.
- The Superintendent will inform the Board Member of the resolution of any referred comment / complaint.
- This procedure shall not be construed to apply to comments / complaints alleging criminal activity.

## **XVII. PUBLIC COMMENT PROCEDURES**

### **Citizen Participation During Board Meetings**

1. Audience Participation: Audience participation at Board meetings is limited to the designated public comment portion of the meeting. At all other times, the audience shall not enter into discussion or debate on matters being considered by the Board unless recognized by the presiding officer.
2. Signing Up for Public Comment: Individuals who wish to speak during the public comment portion must sign up with the presiding officer or designee before the meeting begins. on the day of the meeting. They must indicate the topic they wish to address and provide any other required information.
3. Timing and Duration: Public comments are allowed at the beginning of each Board meeting, with each speaker allocated up to three minutes (five minutes if a translator is required). The

presiding officer may adjust these time limits as necessary, but no speaker will be allowed less than one minute.

4. **Agenda and Non-Agenda Items:** Speakers must indicate the specific agenda item or topic they wish to address. Those who do not specify an agenda item or fail to remain on their identified topic will be given one warning before forfeiting their remaining time.
5. **Public Comment Procedures for Regular and Special Meetings:** At Regular and Special Meetings, public comment is limited to items on the agenda posted with notice of the meeting except for recognitions by school or community organizations that highlights student or employee awards or accomplishments.
6. **Adjustments for Meeting Management:** The presiding officer may adjust public comment procedures for effective meeting management, such as reordering agenda items, continuing certain items to a later meeting, or establishing an overall time limit for public comment.
7. **Expected Conduct:** Speakers are expected to be respectful, courteous, and to demonstrate professionalism, even when expressing differing viewpoints. Disruptive behavior, including but not limited to the use of derogatory language, threatening gestures, or peculiar conduct disrupting the meeting, will result in one warning. Repeated disruptive actions may lead to removal with the assistance of law enforcement if necessary.
8. **Disruptive Conduct:** The Board shall not tolerate disruption of the meeting by members of the audience. Speakers or others who engage in disruptive behavior shall be ruled out of order by the presiding officer. Disruptive behavior and actions include, but are not limited to:
  - (a) Using racial slurs, insulting, profane, threatening, derogatory, or abusive language, making violent or threatening gestures;
  - (b) Wearing clothing with derogatory symbols or language;
  - (c) Strange, curious, odd, outlandish, peculiar, and irrational conduct that is disruptive to the orderly conduct of a board meeting; and
  - (d) Wearing clothing and/or a mask that is intended to, or has the effect of, concealing the identity of the individual. Masks and respirators designed to contain respiratory droplets and breath particles and are worn for health reasons shall be permissible.
9. **Prohibition on Electioneering:** No electioneering, including the distribution of political materials, will be permitted during the meeting.
10. **Signage and Handouts:** Signs, placards, or banners are not allowed inside the Board room. Citizens wishing to distribute printed materials to the Board or audience must submit them for review by 5:00 p.m. prior to the meeting to the Superintendent's Office.. Approved materials will be distributed only before or after the public comment portion.

### **Board Response to Public Comments**

1. **Listening to Comments:** The Board will listen respectfully and remain impartial to public comments. Specific factual information or recitation of existing policy may be furnished in

response to inquiries, but the Board may not deliberate or take action on items not posted on the agenda.

2. Referrals for Further Action: The Board President may direct the administration to investigate issues raised and report back.

### **Handling of Employee/Student Issues in Public Comment**

1. Prohibition of Specific Complaints: Public comment is not intended for the presentation of allegations of employee or student misconduct, requests for employee or student discipline, personal attacks on individuals, shaming or demeaning individuals associated with the District, or disclosing personal information about district employees or students. Complaints about individual personnel or students are not permitted in open session unless required by law. Personal complaints, requests for disciplinary action, and disclosures of private information are inappropriate for public comment.
2. Referrals to Resolution Channels: If an individual makes a complaint or addresses a concern about an individual employee or student, the presiding officer or designee shall immediately interrupt the speaker to determine whether they have attempted to resolve the matter through established administrative channels. If they have not, the speaker will be referred to the appropriate grievance policy (see partial list below) to seek resolution:
  - (a) Employee complaints: DGBA
  - (b) Student or parent complaints: FNG
  - (c) Public complaints: GF
  - (d) Sexual harassment complaints (Employees): DIA
  - (e) Sexual harassment complaints (Students): FFH
  - (f) Complaints against peace officers: CKEA

## **XVIII. BOARD COMPOSITION, LENGTH OF TERMS AND ELIGIBILITY**

The SEISD Board of Trustees is comprised of 7 members, all positions shall be elected by place and each Board member shall be elected for four-year terms in November.

The election for places 1,2, and 3 shall be held in 2025, 2029, 2032, and in four-year intervals thereafter. The election for places 4, 5, 6, and 7 shall be held in 2027, 2031, 2034, and in four-year intervals thereafter.

Board member eligibility and qualifications requirements are set forth in board policy BBB (Legal).

1. Be a United States citizen.
2. Be 18 years of age or older on the first day of the term to be filled at the election or on the date of appointment, as applicable.

3. Have not been determined by a final judgment of a court exercising probate jurisdiction to be totally mentally incapacitated or partially mentally incapacitated without the right to vote.
4. Have not been finally convicted of a felony from which the person has not been pardoned or otherwise released from the resulting disabilities.
5. Have resided continuously in the state for 12 months and in the territory from which the office is elected for six months immediately preceding the following date:
  - (a) For an independent candidate, the date of the regular filing deadline for a candidate's application for a place on the ballot.
  - (b) For a write-in candidate, the date of the election at which the candidate's name is written in.
  - (c) For an appointee to an office, the date the appointment is made.
6. Be registered to vote in the territory from which the office is elected on the date described at item 5, above.

## **XIX. BOARD HEARING OF GRIEVANCES AND COMPLAINTS**

1. Given the serious and delicate nature of employee grievances, each Board Member is responsible for studying Board Policies DGBA (Legal) & DGBA (Local), the policies relating to the process of employee grievances, found here:

<https://pol.tasb.org/PolicyOnline/PolicyDetails?key=439&code=DGBA#legalTabContent>

2. All grievances related materials received by a Board Member must be held in the strictest confidence. A Board Member shall neither share information from that documentation nor what is heard during the actual grievance proceeding. After the grievance proceeding, Board Members must leave all grievance-related documentation with the Superintendent or designee.
3. Board Members may only consider information that is presented during the grievance process; Board Members will not privately seek out information regarding any grievance. If a Board Member knows or learns anything about a grievance case except what is admitted through the grievance documents that might render him/her unable to hear the grievance impartially, then he/she must tell the Superintendent immediately.
4. Any public statements arising from an employee grievance will be made by the Board President.
5. Any Trustee who violates the Board Policy on grievances may be subject to action as outlined in the following Procedure XXII titled "Violation of Board Operating Procedures.

## **XX. VIOLATION OF BOARD OPERATING PROCEDURES**

- Upon inclusion on the agenda and public posting in accordance with the law, the Board may convene in executive session to discuss a violation of these Board Operating Procedures, or other Board policies, so long as the deliberation is confined to the duties, discipline, or complaint against a Board Member.
- The Board Member may request that the deliberation be conducted in open session.
- As a consequence of these deliberations, the Board may elect to do nothing, or may reconvene in open session and vote to:
  - (a) Publicly reprimand the Board Member; or
  - (b) Recommend additional training for the Board Member.

*Note: Nothing provided herein shall be construed to alter, modify, or limit in any way the rights of District personnel and members of the public to file complaints against the Board or Board Members under applicable Board policies.*

## **XXI. ACCESS TO DISTRICT TECHNOLOGY**

- Board members may be issued devices or access to District technology resources, including e-mail accounts, primarily to expedite the performance of their official duties. Limited personal use of District technology is permitted if the use imposes no tangible cost on the District and does not unduly burden the District’s technology resources. Any use of District technology resources requires the Board member’s acceptance of the District’s acceptable use agreement as well as written agreement that the District may monitor the Board member’s use.
- Board members will be familiar with, and comply with, all provisions of Board Policy BBI (Local), regarding use of technology, including compliance with requirements to retain certain records contained on either District or personal technology resources.
- Board members will bear in mind that records created using District technology resources may constitute school district records and may be subject to public disclosure under the Texas Public Information Act.

## **XXII. SEISD BOARD CONFIDENTIALITY AGREEMENT**

Given the legal and sensitive nature of closed/executive sessions conducted by the SEISD. Board, the Members of the Board understand that the law requires that all such sessions are strictly confidential. Please refer to **Appendix 2** to review and sign the SEISD Board Confidentiality Agreement.

## XXIII. BOARD OF TRUSTEES PROFESSIONAL STANDARDS OF CONDUCT

A board member’s civility and professionalism are critical attributes that provide for an effective structure of Board governance, which supports the overall success of SEISD (“District”). As such, as an elected member of the District’s Board of Trustees (“Board”), I pledge to carry out my duties and conduct myself as follows:

- I. In the spirit of maintaining the decorum of meetings and public forums, and as role models for the community, staff and students of the District, I shall refrain from embarrassing or berating other Board Members;
- II. I will listen willingly, even when my opinions differ;
- III. I will cooperate with my colleagues and resolve disagreements respectfully through the appropriate channels, pursuant to Board policy and established Board Operating Procedures;
- IV. I will treat colleagues, District administrators, staff, and members of the community with courtesy, honesty, and respect at all times during Board meetings, individual meetings, conferences, District-sanctioned events, and social events;
- V. I will recognize the integrity of my predecessors and colleagues;
- VI. I will not use my cellphone to text others to discuss District or personal business during Board meetings in closed and open session;
- VII. I will not use my cellphone or any other recording device to record conversations held with District personnel or Board Members during Board meetings in closed session, open session, and individual meetings;
- VIII. I will strictly guard confidential information received or discussed during Board meetings that is protected under applicable law or rule;
- IX. I will provide support for the Superintendent, employees of the District, and my colleagues so they may perform their proper functions on a professional level;
- X. I will express concerns about another member’s performance or conduct in accordance with these Board Operating Procedures;
- XI. I will give these Professional Standards of Conduct the same level of reverence as the Code of Ethics;
- XII. I will comply with all federal, state, and local laws relating to my service as a School Board Member;
- XIII. I will comply with all District policies as adopted by the Board;
- XIV. I will be guided continuously by what is best for all students of the District;

By pledging to abide to the above-referenced Professional Standards of Conduct, I understand that any act or omission that violates the Professional Standards of Conduct may subject me to sanctions and public censure.

Signed this \_\_\_\_\_ day of \_\_\_\_\_ 2024.

\_\_\_\_\_  
[Board Member Printed Name]

\_\_\_\_\_  
[Board Member Signature]

\_\_\_\_\_  
Date

# XXIV. APPENDIX

## Appendix 1: Student Outcome & Goal Progress



### HB 3 Student Outcome Goals and Goal Progress Measures; 2024-2028 Revised June 12, 2024

#### MATHEMATICS

##### Student Outcome Goal 1 (HB 3; 5-year Goal)

- The percentage of all 3<sup>rd</sup> grade students that score at the Approaches level on STAAR mathematics will increase from 58% in June 2022 to  $\geq 85\%$  by June 2028.

##### Goal 1 Annual Targets

2023	2024	2025	2026	2027	2028
64%	69%	73%	77%	81%	85%
(Target met! Actual: 70%)	(Since we already exceeded 69% in 2023, we hope to reach 75% in 2024).				

##### Goal Progress Measure (GPM) 1.1 (District; 1-year Goal)

- The Overall Measure of Math Growth for all Pre-K students (English) will increase from 91% at Wave 3 in January of 2024 (MOY) to  $\geq 93\%$  in January of 2025 (MOY) as measured by the CIRCLE School Average Growth Report.
- The Overall Measure of Math Growth for all Pre-K students (Spanish) will increase from 83% at Wave 3 in January of 2024 (MOY) to  $\geq 87\%$  in January of 2025 (MOY) as measured by the CIRCLE School Average Growth Report.

##### Goal Progress Measure (GPM) 1.2 (District; 1-year Goal)

- The Growth Percentile of all students in grades K-2 on the MAP Mathematics assessment will increase from the 32<sup>nd</sup> percentile in January of 2024 (MOY) to  $\geq 38^{\text{th}}$  percentile in January of 2025 (MOY) as measured by the MAP School Profile Report.

##### Goal Progress Measure (GPM) 1.3 (District; 1-year Goal)

- The Growth Percentile of all 3<sup>rd</sup> graders on the MAP Mathematics assessment will increase from the 40<sup>th</sup> percentile in January of 2024 (MOY) to  $\geq 45^{\text{th}}$  percentile in January of 2025 (MOY) as measured by the MAP School Profile Report.

#### READING

##### Student Outcome Goal 2 (HB 3; 5-year Goal)

The percentage of 3<sup>rd</sup> grade students that score at the Approaches level on STAAR reading will increase from 57% in June 2022 to  $\geq 80\%$  by June 2028.

##### Goal 2 Annual Targets:

2023	2024	2025	2026	2027	2028
60%	64%	68%	72%	76%	80%
(Target met! Actual: 64%)	(Since we already reached 64% in 2023, we hope to reach 69% in 2024).				



**HB 3 Student Outcome Goals and Goal Progress Measures; 2024-2028**  
**Revised June 12, 2024**

**Goal Progress Measure (GPM) 2.1 (District; 1-year Goal)**

- Each of the nine pre-reading skills (English) for all Pre-K students will increase by  $\geq 4\%$  from EOY Wave 3 in May of 2024 to EOY Wave 3 in May of 2025 as measured by the CIRCLE School Average Growth Report.
- Each of the eight pre-reading skills (Spanish) for all Pre-K students will increase by  $\geq 4\%$  from EOY Wave 3 in May of 2024 to EOY Wave 3 in May of 2025 as measured by the CIRCLE School Average Growth Report.

**Goal Progress Measure (GPM) 2.2 (District; 1-year Goal)**

- The Growth Percentile of all students in grades K-2 on the MAP Reading assessment (English) will increase from the 26<sup>th</sup> percentile in January of 2024 (MOY) to  $\geq 32^{\text{nd}}$  percentile in January of 2025 (MOY) as measured by the MAP School Profile Report.
- The Growth Percentile of all students in grades K-2 on the MAP Reading assessment (Spanish) will increase from the 28<sup>th</sup> percentile in January of 2024 (MOY) to  $\geq 34^{\text{th}}$  percentile in January of 2025 (MOY) as measured by the MAP School Profile Report.

**Goal Progress Measure (GPM) 2.3 (District; 1-year Goal)**

- The Growth Percentile of all 3<sup>rd</sup> graders on the MAP Reading assessment (English) will increase from the 41<sup>st</sup> percentile in January of 2024 (MOY) to  $\geq 45^{\text{th}}$  percentile in January of 2025 (MOY) as measured by the MAP School Profile Report.
- The Growth Percentile of all 3<sup>rd</sup> graders on the MAP Reading assessment (Spanish) will increase from the 27<sup>th</sup> percentile in January of 2024 (MOY) to  $\geq 32^{\text{nd}}$  percentile in January of 2025 (MOY) as measured by the MAP School Profile Report.

**CCMR**

**Student Outcome Goal 3 (HB 3; 5-year Goal)**

SEISD will increase the percentage of College, Career, and Military Readiness (CCMR) points earned annually by SEHS seniors from 30% in May 2023 to  $\geq 88\%$  by June 2028 as measured by the A-F Accountability System.

**Goal 3 Annual Targets:**

2023	2024	2025	2026	2027	2028
30% (Target met! Actual: 50%)	40% (Since we already reached 50% in 2023, we hope to reach 60% in 2024).	52%	64%	76%	88%

**Goal Progress Measure (GPM) 3.1 (District; 1-year Goal)**

The percentage of SEHS seniors earning a CCMR point by meeting any of the CCMR criteria will increase from 25% in May of 2024 to  $\geq 40\%$  by May of 2025 as measured by the OnData Suite CCMR Early Warning System.

*GPM 3.1 Note: CCMR points in May are always lower than the final A-F result since credits for point-earning courses haven't posted yet.*

Appendix 2:

**BOARD MEMBER CONFIDENTIALITY AGREEMENT**

Given the legal and sensitive nature of closed/executive sessions conducted by the SEISD. Board, the Members of the Board understand that the law requires that all such sessions are strictly confidential.

Therefore, in accordance with the SEISD Board Operating Procedures, no Board Member shall knowingly, intentionally, or recklessly disclose confidential information gained by reason of attendance during a closed/executive session of the SEISD Board or by reason of his or her capacity as a Board Member.

This includes, but is not limited to, information related to: (1) SEISD schoolchildren or their parents, guardians, or family members; (2) real-estate or property transactions or donations involving SEISD; (3) consultations with the Board’s attorney with respect to pending or contemplated litigation or settlement offers; (4) the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of an SEISD employee; (5) a grievance, complaint, or charge against an SEISD employee; (6) the deployment or specific occasions for implementation of security personnel or devices; or (7) any other item authorized by law to be considered in closed/executive session.

Further, no Board Member shall use information gained by reason of attendance during a closed/executive session of the SEISD Board or by reason of his or her capacity as a Board Member to advance any personal interest, whether financial, employment-related, or otherwise. No Board Member shall engage in any activity where he or she is expected to disclose confidential information gained by reason of serving on the SEISD Board.

Any breach of this Confidentiality Agreement shall be considered inappropriate behavior and a breach of the Board’s code of ethics and shall result in an agenda item specifying “evaluation of individual board member’s performance” being listed at an upcoming Board meeting. The Board Member’s breach of this Confidentiality Agreement shall be discussed in closed/executive session at said meeting, and the Board may act to sanction the Board Member for his or her breach in accordance with the SEISD Board Operating Procedures.

Additionally, the Board Member acknowledges that, in receiving confidential information, they commit to ensuring the continued confidentiality of such information. The Board Member is aware that, in accordance with Texas Government Code §552.352, disclosing confidential information would constitute official misconduct and be considered a misdemeanor punishable by either a fine of up to \$1,000.00, confinement in the county jail for up to six months, or both.

Your signature below indicates that you have read, understand, and agree to abide by this Confidentiality Agreement.

\_\_\_\_\_  
[Board Member Printed Name]

\_\_\_\_\_  
[Board Member Signature]

\_\_\_\_\_  
Date

**Appendix 3: Board Monitoring Calendar**



**Board Monitoring Calendar  
2024-2025**

<b>Month</b>	<b>HB 3 or other Progress Monitoring--District</b>	<b>Campus Progress Monitoring + Campus Happenings Video</b>	<b>Board Information (Dates Subject to Change)</b>
<b>July 2024—No BOT Meeting</b>			
<b>August 2024</b>	<u>Analysis of STAAR/EOC Results from Spring 2024 Testing</u> <ul style="list-style-type: none"> <li>Subgroup data</li> </ul> <u>TELPAS Results from Spring 2024 Testing</u> Subgroup data		Approve Board Operating Procedures; Review & Readopt Vision & Mission Statements; Annual Review of CDA(LOCAL) Investments; Annual Review of FFG(LOCAL) Child Abuse and Neglect; Renew Annually of CNA(LOCAL) Student Transportation
<b>September 2024</b>	<u>Goal 3 (HB 3):</u> <ul style="list-style-type: none"> <li>Overall CCMR Percentages for SEHS</li> </ul> Campus and District Improvement Plans for 2024-2025	SEHS	MASBA   Sept 12-13 TASA/TASB   Sept 27-29
<b>October 2024</b>	A-F Accountability Ratings for 2024		
<b>November 2024</b>	<u>Goal 1 (HB 3):</u> <ul style="list-style-type: none"> <li>Overall Performance in 3<sup>rd</sup> Grade STAAR Math</li> <li>Subgroup data</li> </ul> MAP Predictions for 2024 STAAR Math—Grades 3-12	GEMS	FWTSBA   November 16
<b>December 2024—No BOT Meeting</b>			
<b>January 2025</b>	<u>Goal 2 (HB 3):</u> <ul style="list-style-type: none"> <li>Overall Performance in 3<sup>rd</sup> Grade STAAR Reading</li> <li>Subgroup data</li> </ul> MAP Predictions for 2024 STAAR Reading—Grades 3-12		Review & Update RYHT Advocacy Plan; Review & Update Voting Website
<b>February 2025</b>	<u>GPM 1.1 (HB 3)</u> <ul style="list-style-type: none"> <li>PK--Meeting Wave 2 Math Targets</li> <li>PK--Wave 1 to Wave 2 Math Growth</li> <li>Subgroup data</li> </ul> <u>GPM 1.2 (HB 3):</u> <ul style="list-style-type: none"> <li>K-2--Meeting Math Targets for MOY</li> <li>K-2--BOY to MOY Math Growth</li> <li>Subgroup data</li> </ul>		FWTSBA Team of 8   February 27

Updated November 7, 2024  
Approved February 13, 2024



## Board Monitoring Calendar 2024-2025

Month	HB 3 or other Progress Monitoring--District	Campus Progress Monitoring + Campus Happenings Video	Board Information (Dates Subject to Change)
<b>March 2025</b>	<u>GPM 1.3 (HB 3):</u> <ul style="list-style-type: none"> <li>Grade 3—Meeting MOY Math Targets</li> <li>Grade 3—BOY to MOY Math Growth</li> <li>Subgroup data</li> </ul> <u>Mid-Year Academic Growth Check-in:</u> <ul style="list-style-type: none"> <li>PK-HS reading and math academic growth progress from BOY to MOY based on MAP and CIRCLE assessments to include subgroup data</li> </ul>	Loya Primary	
<b>April 2025</b>	<u>GPM 2.1 (HB 3):</u> <ul style="list-style-type: none"> <li>PK--Meeting Wave 2 Reading Targets</li> <li>PK--Wave 1 to Wave 2 Reading Growth</li> <li>Subgroup data</li> </ul> <u>GPM 2.2 (HB 3):</u> <ul style="list-style-type: none"> <li>K-2--Meeting Reading Targets for MOY</li> <li>K-2--BOY to MOY Reading Growth</li> <li>Subgroup data</li> </ul>	Alarcon Elementary	Review HB3 Student Outcome Goals
<b>May 2025</b>	<u>GPM 2.3 (HB 3):</u> <ul style="list-style-type: none"> <li>Grade 3—Meeting MOY Reading Targets</li> <li>Grade 3--BOY to MOY Reading Growth</li> <li>Subgroup data</li> </ul>	Sambrano Elementary	FWTSBA Spring Workshop   May 6 Hold Budget Workshop Hold Instructional Workshop
<b>June 2025</b>	<u>GPM 3.1 (HB 3):</u> <ul style="list-style-type: none"> <li>Progress towards meeting CCMR criteria for 2025 and 2026 cohorts</li> </ul> <u>End-of-Year Academic Growth Report for 2023-2024:</u> <ul style="list-style-type: none"> <li>PK-HS reading and math academic growth progress from BOY to EOY based on MAP and CIRCLE assessments to include subgroup data</li> </ul>	Borrego Elementary	Conduct Board Self-Evaluation; Annual Review of Board Operating Procedures; Review & Approve DMA(LOCAL) Professional Development; Approve Budget & Update Trustee Badges

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**Appendix 4: Board Member Pledge**

As a duly elected or appointed Board Member, I pledge the following to my colleagues and the San Elizario School District:

- I shall attend professional development training and conferences approved and paid for by the school district with public funds;
- I shall be a good steward of public funds and attend most or all training sessions offered; and
- I further pledge as a representative of the school district to conduct myself in a professional and ethical manner at all times during my sponsored travel.



**Appendix 6: BBFA (Legal) and BBFB (Legal)**

San Elizario ISD 071904	
ETHICS CONFLICT OF INTEREST DISCLOSURES	BBFA (LEGAL)
	<hr/> <b>Note:</b> For information regarding conflicts of interest and depository contracts, see BDAE.  See also CBB for conflict of interest requirements when federal funds are involved. <hr/>
<b>Substantial Interest Affidavit</b>	<p>If a local public official has a substantial interest in a business entity or in real property, the official shall file, before a vote or decision on any matter involving the business entity or the real property, an affidavit stating the nature and extent of the interest and shall abstain from further participation in the matter if:</p> <ol style="list-style-type: none"><li>1. In the case of a substantial interest in a business entity, the action on the matter will have a special economic effect on the business entity that is distinguishable from the effect on the public; or</li><li>2. In the case of a substantial interest in real property, it is reasonably foreseeable that an action on the matter will have a special economic effect on the value of the property, distinguishable from its effect on the public.</li></ol> <p>The affidavit must be filed with the official recordkeeper of the district.</p> <p><i>Local Gov't Code 171.004(a)–(b)</i></p>
<b>Abstention Exception</b>	<p>If a trustee is required to file and does file an affidavit, that trustee shall not be required to abstain from further participation in the matter or matters requiring such an affidavit if a majority of the trustees are likewise required to file and do file affidavits of similar interests on the same official action. <i>Local Gov't Code 171.004(c)</i></p>
<b>Definitions</b> <i>Local Public Official</i>	<p>"Local public official" means a member of the governing body or another officer, whether elected, appointed, paid, or unpaid, of any district (including a school district), central appraisal district, or other local governmental entity who exercises responsibilities beyond those that are advisory in nature. <i>Local Gov't Code 171.001(1)</i></p>
<i>Substantial Interest</i> Business Entity	<p>A person has a substantial interest in a business entity if:</p> <ol style="list-style-type: none"><li>1. The person owns:<ol style="list-style-type: none"><li>a. Ten percent or more of the voting stock or shares of the business entity, or</li><li>b. Either ten percent or more or \$15,000 or more of the fair market value of the business entity; or</li></ol></li></ol>
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2. Funds received by the person from the business entity exceed ten percent of the person's gross income for the previous year.

*Local Gov't Code 171.002(a)*

"Business entity" means a sole proprietorship, partnership, firm, corporation, holding company, joint-stock company, receivership, trust, or any other entity recognized by law. *Local Gov't Code 171.001(2)*

Real Property

A person has a substantial interest in real property if the interest is an equitable or legal ownership with a fair market value of \$2,500 or more. *Local Gov't Code 171.002(b)*

First-Degree  
Relatives

A local public official is considered to have a substantial interest under Local Government Code 171.002 if a person related in the first degree by consanguinity or affinity, as determined under Government Code Chapter 573 [see DBE], has a substantial interest under that section. *Local Gov't Code 171.002(c)*

Separate Vote on  
Budget

The board shall take a separate vote on any budget item specifically dedicated to a contract with a business entity in which a trustee has a substantial interest. Except as provided at Abstention Exception above, the affected trustee may not participate in that separate vote. The trustee may vote on a final budget if the trustee has complied with Local Government Chapter 171 and the matter in which the trustee is concerned has been resolved. *Local Gov't Code 171.005*

Violations

A local public official commits an offense if the official knowingly:

1. Violates Local Government Code 171.004.
2. Acts as surety for a business entity that has work, business, or a contract with the district.
3. Acts as surety on any official bond required of a trustee.

*Local Gov't Code 171.003*

Voidable Actions

The finding by a court of a violation of Local Government Code Chapter 171 does not render an action of the board voidable unless the measure that was the subject of an action involving a conflict of interest would not have passed without the vote of the person who violated the chapter. *Local Gov't Code 171.006*

Private Corporation

It shall be lawful for a local public official to serve as a member of the board of directors of private, nonprofit corporations when such officials receive no compensation or other remuneration from the

nonprofit corporation or other nonprofit entity. *Local Gov't Code 171.009*

**Conflicts Disclosure Statement**

A local government officer shall file a conflicts disclosure statement with respect to a vendor if the vendor enters into a contract with the district or the district is considering entering into a contract with the vendor; and the vendor:

1. Has an employment or other business relationship with the local government officer or a family member of the officer, and the business relationship results in the officer or family member receiving taxable income, other than investment income, that exceeds \$2,500 during the 12-month period preceding the date that the officer becomes aware that:
  - a. A contract between the district and the vendor has been executed; or
  - b. The district is considering entering into a contract with the vendor;
2. Has given to the local government officer or a family member of the officer one or more gifts, and the gift or gifts have an aggregate value of more than \$100 in the 12-month period preceding the date the officer becomes aware that:
  - a. A contract between the district and the vendor has been executed; or
  - b. The district is considering entering into a contract with the vendor; or
3. Has a family relationship with the local government officer.

**Gifts—Exception**

A local government officer is not required to file a conflicts disclosure statement in relation to a gift accepted by the officer or a family member of the officer if the gift is:

1. A political contribution as defined by Election Code Title 15; or
2. Food accepted as a guest.

*Local Gov't Code 176.003(a)–(a-1)*

**Filing Date**

A local government officer shall file the conflicts disclosure statement with the records administrator of the district not later than 5:00 p.m. on the seventh business day after the date on which the officer becomes aware of the facts that require the filing of the statement. *Local Gov't Code 176.003(b)*

**Vendor Questionnaire**

A person who is both a local government officer and a vendor of a district is required to file the required vendor questionnaire only if

the person enters or seeks to enter into a contract with the district or is an agent of a person who enters or seeks to enter into a contract with the district. [See CHE] *Local Gov't Code 176.006(e)*

<b>Definitions</b>	
<i>Agent</i>	"Agent" means a third party who undertakes to transact some business or manage some affair for another person by the authority or on account of the other person. The term includes an employee. <i>Local Gov't Code 176.001(1)</i>
<i>Business Relationship</i>	"Business relationship" means a connection between two or more parties based on commercial activity of one of the parties. The term does not include a connection based on: <ol style="list-style-type: none"><li>1. A transaction that is subject to rate or fee regulation by a federal, state, or local governmental entity or an agency of a federal, state, or local governmental entity;</li><li>2. A transaction conducted at a price and subject to terms available to the public; or</li><li>3. A purchase or lease of goods or services from a person that is chartered by a state or federal agency and that is subject to regular examination by, and reporting to, that agency.</li></ol> <i>Local Gov't Code 176.001(1-a)</i>
<i>Contract</i>	"Contract" means a written agreement for the sale or purchase of real property, goods, or services. <i>Local Gov't Code 176.001(1-d)</i>
<i>Family Member</i>	"Family member" means a person related to another person within the first degree by consanguinity or affinity, as described by Government Code Chapter 573, Subchapter B. [See DBE] <i>Local Gov't Code 176.001(2)</i>
<i>Family Relationship</i>	"Family relationship" means a relationship between a person and another person within the third degree by consanguinity or the second degree by affinity, as those terms are defined by Government Code Chapter 573, Subchapter B. [See DBE] <i>Local Gov't Code 176.001(2-a)</i>
<i>Gift</i>	"Gift" means a benefit offered by a person, including food, lodging, transportation, and entertainment accepted as a guest. The term does not include a benefit offered on account of kinship or a personal, professional, or business relationship independent of the official status of the recipient. <i>Local Gov't Code 176.001(2-b)</i>
<i>Investment Income</i>	"Investment income" means dividends, capital gains, or interest income generated from: <ol style="list-style-type: none"><li>1. A personal or business checking or savings account, share draft or share account, or other similar account;</li></ol>

2. A personal or business investment; or
3. A personal or business loan.

*Local Gov't Code 176.001(2-d)*

*Local  
Government  
Officer*

"Local government officer" means a member of the board, the superintendent, or an agent of the district who exercises discretion in the planning, recommending, selecting, or contracting of a vendor. *Local Gov't Code 176.001(4)*

*Records  
Administrator*

"Records administrator" means the director, superintendent, or other person responsible for maintaining the records of the district or another person designated by the district to maintain statements and questionnaires filed under Local Government Code Chapter 176 and perform related functions. *Local Gov't Code 176.001(5)*

*Vendor*

"Vendor" means a person who enters or seeks to enter into a contract with a district. The term includes an agent of a vendor. The term includes an officer or employee of a state agency when that individual is acting in a private capacity to enter into a contract. The term does not include a state agency except for Texas Correctional Industries. *Local Gov't Code 176.001(7)*

*Duties of Records  
Administrator*

A records administrator shall:

1. Maintain a list of local government officers of the district and shall make that list available to the public and any vendor who may be required to file a conflict of interest questionnaire under Local Government Code 176.006; and
2. Maintain the statements and questionnaires that are required to be filed under Government Code Chapter 176 in accordance with the district's records retention schedule. [See CPC]

*Local Gov't Code 176.0065*

*Internet Posting*

A district that maintains an internet website shall provide access to the statements and to questionnaires required to be filed under Local Government Code Chapter 176 on that website. *Local Gov't Code 176.009*

*Violations*

A local government officer commits an offense if the officer is required to file a conflicts disclosure statement under Local Government Code 176.003 and knowingly fails to file the required conflicts disclosure statement with the appropriate records administrator not later than 5:00 p.m. on the seventh business day after the date on which the officer becomes aware of the facts that require the filing of the statement. It is an exception to the application of this provision that the local government officer filed the required conflicts disclosure statement not later than the seventh business day after

**Affidavit Disclosing  
Interest in Property**

the date the officer received notice from the district of the alleged violation.

A board may reprimand, suspend, or terminate the employment of an employee who knowingly fails to comply with a requirement adopted under Local Government Code 176. [See DF series]

*Local Gov't Code 176.013(a), (d), (f)*

[See CHE for violations by a vendor.]

A public servant who has a legal or equitable interest in property that is to be acquired with public funds shall file an affidavit within ten days before the date on which the property is to be acquired by purchase or condemnation.

The affidavit must be filed with the county clerk of the county in which the public servant resides and the county clerk of each county in which the property is located.

The affidavit must:

1. State the name of the public servant and the public servant's office, public title, or job designation;
2. Fully describe the property;
3. Fully describe the nature, type, and amount of interest in the property, including the percentage of ownership interest;
4. State the date when the person acquired an interest in the property;
5. Include a verification as follows: "I swear that the information in this affidavit is personally known by me to be correct and contains the information required by Section 553.002, Government Code"; and
6. Contain an acknowledgment of the same type required for recording a deed in the deed records of the county.

*Gov't Code 553.002*

Definition

"Public servant" means a person who is elected, appointed, employed, or designated, even if not yet qualified for or having assumed the duties of office, as:

1. A candidate for nomination or election to public office, or
2. An officer of government.

*Gov't Code 553.001*

Violations

A person commits an offense if the person violates Government Code 553.002 and the person has actual notice of the acquisition or intended acquisition of the legal or equitable interest in the property. A person who violates Government Code 553.002 by not filing the required affidavit is presumed to have the intent to commit an offense. *Gov't Code 553.003*

**Trustee Financial Statement**

The board by resolution adopted by majority vote may require each member of the board to file the financial statement required of state officers under Government Code Chapter 572, Subchapter B with the board and the Texas Ethics Commission.

Not later than the 15th day after the date a board adopts this resolution, the board shall deliver a certified copy of the resolution to the Texas Ethics Commission. A resolution applies beginning on January 1 of the second year following the year in which the resolution is adopted. A member of a board that has adopted a resolution is not required to include, in a financial disclosure statement, financial activity occurring before January 1 of the year following the year in which the resolution is adopted.

The commissioner by order shall require the members of the board to file the financial statement required of state officers under Government Code Chapter 572, Subchapter B in the same manner as the members of a board that have adopted a resolution if the commissioner determines that:

1. A board member has failed to comply with filing and recusal requirements applicable to the member under Local Government Code Chapter 171;
2. The district financial accounting practices are not adequate to safeguard state and district funds; or
3. The district has not met a standard set by the commissioner in the financial accountability rating system.

The commissioner may require filing financial statements covering not more than three fiscal years and beginning on January 1 of the second year following the date of the commissioner's order. A member of a board subject to an order issued by the commissioner is not required to include, in a financial disclosure statement, financial activity occurring before January 1 of the year following the year in which the order is issued. The commissioner may renew the requirement if the commissioner determines that a condition described above continues to exist.

Government Code Chapter 572, Subchapter B applies to a trustee subject to these provisions as if the trustee were a state officer, and

Violations

governs the contents, timeliness of filing, and public inspection of a statement filed under these provisions.

A trustee serving in a district that has adopted a resolution or that is subject to an order issued by the commissioner commits an offense if the trustee fails to file the statement required by the resolution or order.

*Education Code 11.064*

**Prohibited Activities  
by Public Servants—  
State Law**

"Public servant" means a person elected, selected, appointed, employed, or otherwise designated as one of the following, even if the person has not yet qualified for office or assumed his or her duties:

1. An officer, employee, or agent of government; or
2. A candidate for nomination or election to public office.

*Penal Code 1.07(a)(41)(A), (E)*

**Bribery**

A person commits an offense if the person intentionally or knowingly offers, confers, or agrees to confer on another, or solicits, accepts, or agrees to accept from another, any benefit:

1. As consideration for the recipient's decision, opinion, recommendation, vote, or other exercise of discretion as a public servant or voter;
2. As consideration for a violation of a duty imposed by law on a public servant; or
3. That is a political contribution as defined by Election Code Title 15 or an expenditure made and reported in accordance with Government Code Chapter 305 (regarding registration of lobbyists), if the benefit was offered, conferred, solicited, accepted, or agreed to pursuant to an express agreement to take or withhold a specific exercise of official discretion, if such exercise of official discretion would not have been taken or withheld but for the benefit.

"Benefit" means anything reasonably regarded as pecuniary gain or pecuniary advantage, including benefit to any other person in whose welfare the beneficiary has a direct and substantial interest.

*Penal Code 36.01(3), .02*

**Illegal Gifts**

A public servant who exercises discretion in connection with contracts, purchases, payments, claims, or other pecuniary transactions of government commits an offense if the public servant solicits, accepts, or agrees to accept any benefit from a person the public servant knows is interested in or likely to become interested in any contract, purchase, payment, claim or transaction involving the exercise of the public servant's discretion. *Penal Code 36.08(d)*

A public servant who receives an unsolicited benefit that the public servant is prohibited from accepting under the provision above may donate the benefit to a governmental entity that has the authority to accept the gift or may donate the benefit to a recognized tax-exempt charitable organization formed for educational, religious, or scientific purposes. *Penal Code 36.08(d), (i)*

*Exceptions*

Illegal Gifts does not apply to:

1. A fee prescribed by law to be received by a public servant or any other benefit to which the public servant is lawfully entitled or for which the public servant gives legitimate consideration in a capacity other than as a public servant;
2. A gift or other benefit conferred on account of kinship or a personal, professional, or business relationship independent of the official status of the recipient;
3. A benefit to a public servant required to file a statement under Government Code Chapter 572, or a report under Election Code Title 15, that is derived from a function in honor or appreciation of the recipient if:
  - a. The benefit and the source of any benefit in excess of \$50 is reported in the statement; and
  - b. The benefit is used solely to defray the expenses that accrue in the performance of duties or activities in connection with the office which are nonreimbursable by the state or political subdivision;
4. A political contribution as defined by Election Code Title 15;
5. An item with a value of less than \$50, excluding cash or a negotiable instrument as described by Business and Commerce Code 3.104;
6. An item issued by a governmental entity that allows the use of property or facilities owned, leased, or operated by the governmental entity; or
7. Food, lodging, transportation, or entertainment accepted as a guest and, if the donee is required by law to report those items, reported by the donee in accordance with that law.

*Penal Code 36.10*

Honoraria and  
Expenses

A public servant commits an offense if the public servant solicits, accepts, or agrees to accept an honorarium in consideration for services that the public servant would not have been requested to provide but for the person's official position or duties. This provision does not prohibit a public servant from accepting transportation and lodging expenses or meals in connection with a conference or similar event in which the public servant renders services, such as addressing an audience or engaging in a seminar, to the extent those services are more than merely perfunctory. *Penal Code 36.07*

ETHICS  
PROHIBITED PRACTICES

BBFB  
(LEGAL)

**Abuse of Official  
Capacity**

A public servant commits an offense if, with intent to obtain a benefit or with intent to harm or defraud another, intentionally or knowingly violates a law relating to the office or employment, or misuses government property, services, personnel, or any other thing of value, belonging to the government that has come into the public servant's custody by virtue of the person's office or employment.  
*Penal Code 39.02(a)*

"Law relating to a public servant's office or employment" means a law that specifically applies to a person acting in the capacity of a public servant and that directly or indirectly imposes a duty on the public servant or governs the conduct of the public servant. *Penal Code 39.01(1)*

"Misuse" means to deal with property contrary to:

1. An agreement under which the public servant holds the property;
2. A contract of employment or oath of office of a public servant;
3. A law, including provisions of the General Appropriations Act specifically relating to government property, that prescribes the manner of custody or disposition of the property; or
4. A limited purpose for which the property is delivered or received.

*Penal Code 39.01(2)*

**Official Oppression**

A public servant acting under color of the public servant's office or employment commits an offense if the public servant intentionally subjects another to sexual harassment.

A public servant acts under color of the public servant's office or employment if the person acts or purports to act in an official capacity or takes advantage of such actual or purported capacity.

"Sexual harassment" means unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature, submission to which is made a term or condition of a person's exercise or enjoyment of any right, privilege, power, or immunity, either explicitly or implicitly.

*Penal Code 39.03(a)(3), (b), (c)*

**Misuse of Official  
Information**

A public servant commits an offense if, in reliance on information to which the public servant has access by virtue of the person's office or employment and that has not been made public, the person:

1. Acquires or aids another to acquire a pecuniary interest in any property, transaction, or enterprise that may be affected by the information;
2. Speculates or aids another to speculate on the basis of the information; or
3. As a public servant, including as a school administrator, coerces another into suppressing or failing to report that information to a law enforcement agency.

A public servant commits an offense if with intent to obtain a benefit or with intent to harm or defraud another, the public servant discloses or uses information for a nongovernmental purpose that:

1. The person has access to by means of the person's office or employment; and
2. Has not been made public.

"Information that has not been made public" means any information to which the public does not generally have access, and that is prohibited from disclosure under Government Code Chapter 552 (the Public Information Act).

*Penal Code 39.06(a), (b), (d)*

**Nepotism**

Except as provided by law, a public official may not appoint, confirm the appointment of, or vote for the appointment or confirmation of the appointment of an individual to a position that is to be directly or indirectly compensated from public funds or fees of office if:

1. The individual is related to the public official within the third degree by consanguinity (blood) or within the second degree by affinity (marriage); or
2. The public official holds the appointment or confirmation authority as a member of a local board and the individual is related to another member of the board within a prohibited degree.

*Gov't Code 573.002, .041 [See DBE]*

"Public official" means:

1. An officer of this state or of a district, county, municipality, precinct, school district, or other political subdivision of this state; or

2. An officer or member of a board of this state or of a district, county, municipality, school district, or other political subdivision of this state.

*Gov't Code 573.001(3)*

The nepotism law governs the hiring of an individual, whether the individual is hired as an employee or an independent contractor.  
*Atty. Gen. Op. DM-76 (1992)*

A public official may not approve an account or draw or authorize the drawing of a warrant or order to pay the compensation of an ineligible individual if the official knows the individual is ineligible.  
*Gov't Code 573.083*

*Counties with  
Population  
35,000 or More*

If, under the district's employment policy [see DC], the board delegates to a superintendent the final authority to select district personnel:

1. The superintendent is a public official for the purposes of the nepotism prohibitions of Government Code Chapter 573 only with respect to a decision made under that delegation of authority; and
2. Each member of the board remains subject to the nepotism prohibitions with respect to all district employees.

For purposes of this provision, a person hired by a district before September 1, 2007, is considered to have been in continuous employment [see DBE] and is not prohibited from continuing employment with the district subject to the abstention requirements.

*Education Code 11.1513(f), (h)*

*Counties with  
Population Less  
Than 35,000*

The provisions at Counties with Population 35,000 or More do not apply to a district that is located:

1. Wholly in a county with a population of less than 35,000; or
2. In more than one county, if the county in which the largest portion of district territory is located has a population of less than 35,000.

*Education Code 11.1513(g)*

A member of a board that has delegated to the superintendent final authority for personnel selection is not a public official with appointment authority for purposes of the nepotism prohibitions of Government Code 573.041. *Atty. Gen. Op. GA-123 (2003)*

	<p>With respect to renewed contracts, however, board members may be the relevant public officials for nepotism purposes. <i>Atty. Gen. Op. GA-177 (2004)</i></p>
<b>Former Board Member Employment</b>	<p>A trustee of a district may not accept employment with the district until the first anniversary of the date the trustee's membership on the board ends. <i>Education Code 11.063</i></p>
<b>Incompatibility of Office</b>	<p>The common law rule of incompatibility prohibits one person from holding two offices if the duties are in conflict or if one is subordinate to the other. Offices are legally incompatible when the faithful and independent exercise of one would necessarily interfere with the faithful and independent exercise of the other. <i>Thomas v. Abernathy County Line Indep. Sch. Dist., 290 S.W. 152 (Tex. Comm. App. 1927); Turner v. Trinity Indep. Sch. Dist., 700 S.W.2d 1 (Tex. Ct. App. 1983); Atty. Gen. Op. JM-634 (1987), MW-450 (1982)</i></p>
<b>Instructional Materials Violations</b>	<p>A trustee commits an offense if the trustee receives any commission or rebate on any instructional materials or technological equipment used in the schools with which the trustee is associated.</p>
Rebates	
Gifts	<p>A trustee commits an offense if the trustee accepts a gift, favor, or service that:</p> <ol style="list-style-type: none"><li>1. Is given to the person or the person's school;</li><li>2. Might reasonably tend to influence a trustee in the selection of instructional material or technological equipment; and</li><li>3. Could not be lawfully purchased with state instructional materials funds.</li></ol> <p>"Gift, favor, or service" does not include staff development, in-service, or teacher training; or ancillary materials, such as maps or worksheets, that convey information to the student or otherwise contribute to the learning process.</p> <p><i>Education Code 31.152</i></p>
Free Materials	<p>A person commits an offense if the person knowingly violates any law providing for the purchase or distribution of free instructional materials for the public schools. <i>Education Code 31.153</i></p>
<b>Prohibited Activities by Public Servants—Federal Law</b>	
Bribery—General	<p>"Public official" includes a person acting for or on behalf of the United States, or any department, agency, or branch thereof, in any official function, under or by authority of any such department, agency, or branch of government. The term includes any person who has been nominated or appointed to be a public official, or has been officially informed that such person will be so nominated or appointed. <i>18 U.S.C. 201(a); Dixon v. U.S., 465 U.S. 482, 499 (1984)</i> ("To be a public official under section 201(a), an individual</p>

*must possess some degree of official responsibility for carrying out a federal program or policy.”); U.S. v. Franco, 632 F.3d 880 (5th Cir. 2011)*

A public official commits an offense if the public official, directly or indirectly, corruptly demands, seeks, receives, accepts, or agrees to receive or accept anything of value personally or for any other person or entity, in return for:

1. Being influenced in the performance of any official act;
2. Being influenced to commit or aid in committing, or to collude in, or allow, any fraud, or make opportunity for the commission of any fraud, on the United States; or
3. Being induced to do or omit to do any act in violation of the official duty of such official or person.

*18 U.S.C. 201(b)(2)*

**Bribery—Federal Programs**

“Agent” means a person authorized to act on behalf of another person or a government and, in the case of a government, includes a servant or employee, and a partner, director, officer, manager, and representative.

“Government agency” means a subdivision of the executive, legislative, judicial, or other branch of government, including a department, independent establishment, commission, administration, authority, board, and bureau, and a corporation or other legal entity established, and subject to control, by a government or governments for the execution of a governmental or intergovernmental program.

If a district receives, in any one year period, benefits in excess of \$10,000 under a federal program involving a grant, contract, subsidy, loan, guarantee, insurance, or other form of federal assistance, an agent of the district commits an offense if the agent:

1. Embezzles, steals, obtains by fraud, or otherwise without authority knowingly converts to the use of any person other than the rightful owner or intentionally misapplies, property that:
  - a. Is valued at \$5,000 or more, and
  - b. Is owned by, or is under the care, custody, or control of the district; or
2. Corruptly solicits or demands for the benefit of any person, or accepts or agrees to accept, anything of value from any person, intending to be influenced or rewarded in connection with

San Elizario ISD  
071904

ETHICS  
PROHIBITED PRACTICES

BBFB  
(LEGAL)

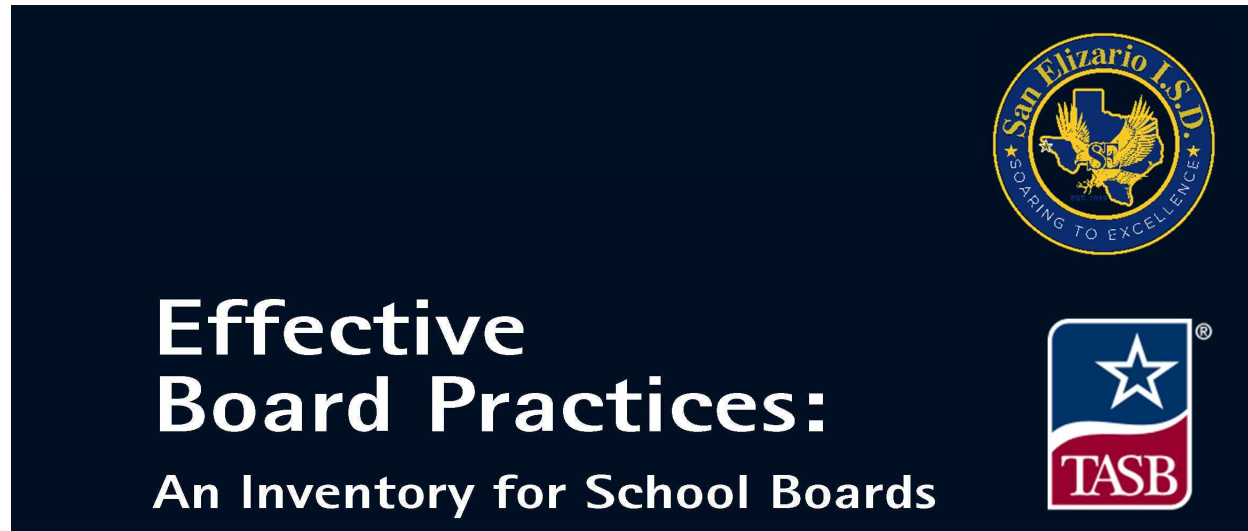
any business, transaction, or series of transactions of the district involving anything of value of \$5,000 or more.

This provision does not apply to bona fide salary, wages, fees, or other compensation paid, or expenses paid or reimbursed, in the usual course of business.

*18 U.S.C. 666*

DATE ISSUED: 12/19/2018  
UPDATE 112  
BBFB(LEGAL)-P

8 of 8



**1. A vision statement is in place for the district.**

1.1 The vision statement meets the criteria for a well-developed vision statement listed in the supporting materials.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Unsure <input type="checkbox"/>
<i>You can check "Yes" for the above item if you check "Yes" to all the criteria below:</i>			
a. Your vision statement is written.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Unsure <input type="checkbox"/>
b. It lists or describes desired qualities for at least each of the following: students of the district, the community, and the schools in the district.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Unsure <input type="checkbox"/>
c. Staff and community input was solicited in some fashion and was considered.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Unsure <input type="checkbox"/>
d. All current members of the board and the superintendent have agreed, in a formal adoption or readoption by the board, to be guided by the vision.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Unsure <input type="checkbox"/>

1.2	The board reviews and readopts the vision through formal board action.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Unsure <input type="checkbox"/>
<i>You can check "Yes" for the above item if you check "Yes" to all the criteria below:</i>				
a.	The board has formally adopted or readopted its vision statement within the last five years.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Unsure <input type="checkbox"/>
b.	The board's annual calendar of activities or another written document clearly specifies when the vision statement will next be considered for review.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Unsure <input type="checkbox"/>
1.3	The vision is disseminated throughout the district.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Unsure <input type="checkbox"/>
<i>You can check "Yes" for the above item if you check "Yes" to all the criteria below:</i>				
a.	The vision statement is clearly posted in the board meeting room or copies are available at each meeting.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Unsure <input type="checkbox"/>
b.	The vision statement is available on all campuses and all staff members have been informed about it.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Unsure <input type="checkbox"/>

**2. A comprehensive statement of goals for the district is in place.**

2.1	The board adopts or reaffirms a comprehensive list of district goals each year through formal board action.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Unsure <input type="checkbox"/>
<i>You can check "Yes" for the above item if you check "Yes" to all the criteria below:</i>				
a.	The board formally adopted or reaffirmed a list of goals within the past 12 months.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Unsure <input type="checkbox"/>
b.	Workshop documents from the goal-setting process indicate the board considered a broad range of district issues and student achievement measures before limiting the goals to those included in its list.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Unsure <input type="checkbox"/>
c.	Each member of the board can state in general terms the substantive content of current goals.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Unsure <input type="checkbox"/>
d.	The board can point to specific, written criteria that will be used to assess whether the district is succeeding in reaching its goals.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Unsure <input type="checkbox"/>

2.2 Mechanisms for disseminating the goals for the district are clearly identified and in writing. **Yes** **No** **Unsure**

*You can check "Yes" for the above item if you check "Yes" to all the criteria below:*

a. Current goals are either posted in the board room or made available to the audience at board meetings. **Yes** **No** **Unsure**

b. The goals are available on all campuses and the district Web site, and all staff members have been informed about them. **Yes** **No** **Unsure**

2.3 The board is familiar with administration's written plans for accomplishing the goals. The plans include time lines for implementation, specific mechanisms for assessing the effectiveness of the plans, and specific times for reporting to the board on progress. **Yes** **No** **Unsure**

*You can check "Yes" for the above item if you check "Yes" to all the criteria below:*

a. The board has looked at copies of, or been formally briefed about, the administration's plans for accomplishing the current district goals. **Yes** **No** **Unsure**

b. The written plans state what results the board will see after implementation and include time lines for implementation, procedures for assessing effectiveness, and a schedule for progress reports to the board. **Yes** **No** **Unsure**

### 3. Board actions reinforce the central importance of the goals to the work of the district.

3.1 Deliberation on major items before the board routinely includes a discussion of the recommended action's impact on meeting district goals. **Yes** **No** **Unsure**

*You can check "Yes" for the above item if you check "Yes" to all the criteria below:*

a. Board agenda materials routinely summarize the impact agenda items will have on the achievement of current goals. **Yes** **No** **Unsure**

b. Board deliberations routinely include an acknowledgement of whether the given agenda item directly or indirectly supports a district goal. **Yes** **No** **Unsure**

3.2 The board's superintendent evaluation instrument and process focus first and foremost on the superintendent's success in addressing the board-adopted goals. Yes  No  Unsure

*You can check "Yes" for the above item if you check "Yes" to all the criteria below:*

- a. Board agenda materials or minutes indicate the board formally adopts written priority performance goals for the superintendent at the beginning of the evaluation cycle. Yes  No  Unsure
- b. The majority of the priority performance goals for the superintendent are clearly derived from current or former district goals. Yes  No  Unsure
- c. The board's regularly scheduled formative and summative evaluation conferences begin with reports by the superintendent on actions taken in support of the priority performance goals or with summaries of reports provided earlier. Yes  No  Unsure

3.3 The board's budget review process specifically identifies how goals are funded in the proposed budget, whether funding is adequate, and whether funding priorities are consistent with board-adopted goals. Yes  No  Unsure

*You can check "Yes" for the above item if you check "Yes" to all the criteria below:*

- a. Board agenda materials or minutes indicate that the board annually discusses budget priorities with the superintendent in advance of the superintendent's budget preparation. Yes  No  Unsure
- b. Budget review materials used in adopting the current district budget clearly identify the funding associated with each district goal. Yes  No  Unsure

**4. The board monitors plan implementation and district success in a formal, scheduled manner.**

4.1 Time lines in the plans for reporting to the board are incorporated into the board's annual activity calendar and included on appropriate monthly agendas. Yes  No  Unsure

*You can check "Yes" for the above item if you check "Yes" to all the criteria below:*

- a. Board agendas or minutes from the past 12 months indicate the board received and formally discussed at least one report of progress on district goals. Yes  No  Unsure
- b. The board's calendar for the coming year lists the months in which reports on goal implementation will be provided. Yes  No  Unsure

## Oversight of Management

### 5. Goals, performance standards, and/or benchmarks have been established for major aspects of district operations.

- 5.1 The board receives information annually from the superintendent on the goals, standards, or benchmarks the administration uses to assess effectiveness for the major areas of district operations. **Yes** **No** **Unsure**

*You can check "Yes" for the above item if you check "Yes" to all the criteria below:*

- a. Board agenda materials or minutes from the past 12 months indicate the board and superintendent formally discussed goals, standards, or benchmarks the superintendent uses in assessing operational effectiveness in major areas. **Yes** **No** **Unsure**
- b. The board can point to a document or documents outlining the measures used by the administration to assess success in at least three major areas of district operations. **Yes** **No** **Unsure**

- 5.2 The board receives regular, scheduled updates on operations effectiveness as measured against standards or benchmarks. **Yes** **No** **Unsure**

*You can check "Yes" for the above item if you check "Yes" to all the criteria below:*

- a. Board agenda materials or minutes indicate that the board received a report on operations success relative to established standards or benchmarks within the last 12 months. **Yes** **No** **Unsure**

### 6. The board is familiar with the broad outlines of the systems the superintendent has put in place to manage district operations.

- 6.1 The board and superintendent have a schedule for periodic updates on major management systems in the district, including presentations on how benchmark data is used to plan improvements. **Yes** **No** **Unsure**

*You can check "Yes" for the above item if you check "Yes" to all the criteria below:*

- a. Board agenda materials or minutes indicate the board received a briefing on at least one major management system within the past 12 months. **Yes** **No** **Unsure**
- b. The board can point to a document with a schedule for briefings on major management systems. **Yes** **No** **Unsure**

7.2 The board has adopted and annually reaffirms an ethics statement or code of conduct for board members. Yes No Unsure

*You can check "Yes" for the above item if you check "Yes" to all the criteria below:*

a. The board can point to a code of conduct or ethics statement that has been formally adopted by the board. Yes No Unsure

b. Board agenda materials or minutes indicate the statement has been affirmed by all current members of the board, or the board's calendar of activities includes reaffirmation of the ethics statement or code of conduct as an agenda item within the next six months. Yes No Unsure

**8. Written operating procedures for the board and superintendent are in place.**

8.1 A written annual calendar of board events, outlining major board activities by month, is in place. Yes No Unsure

*You can check "Yes" for the above item if you check "Yes" to all the criteria below:*

a. All members of the board have copies of a written, 12-month calendar on which major board responsibilities have been scheduled. Yes No Unsure

b. At least 75 percent of the board tasks on the calendar for the past 12 months were performed in the months scheduled or were rescheduled on the calendar for another specific time. Yes No Unsure

8.2 Operating procedures are codified in a written board-superintendent procedures document; new board members are oriented to operating procedures within the first 60 days of service. Yes No Unsure

*You can check "Yes" for the above item if you check "Yes" to all the criteria below:*

a. The board can point to written board operating procedures. Yes No Unsure

b. The operating procedures are stated in terms of observable actions: what the board, trustee, or superintendent is actually expected to do or not do. Yes No Unsure

c. Any members who have joined the board-superintendent team within the last 12 months have copies of all written board operating procedures. Yes No Unsure

8.3 An annual review of operating procedures is included on the board activity calendar. **Yes** **No** **Unsure**

*You can check "Yes" for the above item if you check "Yes" to all the criteria below:*

a. Board agenda materials, minutes, or other documents indicate the board and superintendent have formally discussed operating procedures within the past 12 months. **Yes** **No** **Unsure**

b. The review of operating procedures usually occurs in the same month each year. **Yes** **No** **Unsure**

## Advocacy

### 9. The board is an active advocate for the district within the community.

9.1 The board has an active plan for its generating support for the district, its vision, and its goals with patrons, the business community, and other organizations in the area. **Yes** **No** **Unsure**

*You can check "Yes" for the above item if you check "Yes" to all the criteria below:*

a. The plan is written and reviewed each year. **Yes** **No** **Unsure**

b. The plan lists activities the board members themselves or the board as a whole will do to generate support and partnerships within the community. **Yes** **No** **Unsure**

9.2 The board reviews board and board member success in generating support for the district annually. **Yes** **No** **Unsure**

*You can check "Yes" for the above item if you check "Yes" to all the criteria below:*

a. The board's activity calendar includes a month in which this review takes place. **Yes** **No** **Unsure**

b. Agenda materials, workshop materials, or minutes from the last 12 months indicate that board discussed the success of its plan and its efforts. **Yes** **No** **Unsure**

**10. The board is an active advocate for the district with other elected officials.**

10.1 The board has an active plan for advocating for the district's interest with legislators and other elected public officials. **Yes** **No** **Unsure**

*You can check "Yes" for the above item if you check "Yes" to all the criteria below:*

a. The plan is written and reviewed at least every two years. **Yes** **No** **Unsure**

b. The plan lists activities the board members themselves or the board as a whole will do to support the district's interest before legislators and other elected public officials. **Yes** **No** **Unsure**

10.2 Every two years, the board reviews board and board member success in advocating for the district with legislators and other elected officials. **Yes** **No** **Unsure**

*You can check "Yes" for the above item if you check "Yes" to all the criteria below:*

a. The board's activity calendar includes a month in which this review takes place. **Yes** **No** **Unsure**

b. Agenda materials, workshop materials, or minutes from the last 24 months indicate that board discussed the success of its plan and its efforts. **Yes** **No** **Unsure**

- 6.2 The board's evaluation of the superintendent's performance as a manager focuses on the superintendent's establishing appropriate measures and standards of performance for major district operations, monitoring success, and using data for improvement. Yes No Unsure

*You can check "Yes" for the above item if you check "Yes" to all the criteria below:*

- a. Items on the board's evaluation instrument that assess management skills focus on whether appropriate performance standards are in place for major areas of district operations, whether the standards are being monitored, and whether they are being met. Yes No Unsure

### Board-Superintendent Team Operations

#### 7. The board and superintendent team regularly checks expectations and assesses board-superintendent operations.

- 7.1 The board and superintendent participate in an annual team-building activity. Yes No Unsure

*You can check "Yes" for the above item if you check "Yes" to all the criteria below:*

- a. Board agenda materials or minutes indicate the board and superintendent participated together in a team-building session or self-assessment discussion during the past 12 months. Yes No Unsure
- b. Written documents or reports from the team-building session indicate the session included review of actual board practices and behaviors and resulted in agreements about future operations. Yes No Unsure
- c. Board agenda materials, board minutes, or documents related to the most recent team-building session indicate the board formally discussed continuing education needs as a part of its team-building activity. Yes No Unsure
- d. The board can point to written plans for continuing education for its members that include, at a minimum, the topics to be addressed. Yes No Unsure

**Appendix 8: Local Government Officer Conflicts Disclosure Statement**

<b>LOCAL GOVERNMENT OFFICER CONFLICTS DISCLOSURE STATEMENT</b> <small>(Instructions for completing and filing this form are provided on the next page.)</small>		<b>FORM CIS</b>
<p>This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.</p> <p>This is the notice to the appropriate local governmental entity that the following local government officer has become aware of facts that require the officer to file this statement in accordance with Chapter 176, Local Government Code.</p>	<b>OFFICE USE ONLY</b>	
<p><b>1 Name of Local Government Officer</b></p>	<p>Date Received _____</p>	
<p><b>2 Office Held</b></p>		
<p><b>3 Name of vendor described by Sections 176.001(7) and 176.003(a), Local Government Code</b></p>		
<p><b>4 Description of the nature and extent of each employment or other business relationship and each family relationship with vendor named in item 3.</b></p>		
<p><b>5 List gifts accepted by the local government officer and any family member, if aggregate value of the gifts accepted from vendor named in item 3 exceeds \$100 during the 12-month period described by Section 176.003(a)(2)(B).</b></p> <p>Date Gift Accepted _____ Description of Gift _____</p> <p>Date Gift Accepted _____ Description of Gift _____</p> <p>Date Gift Accepted _____ Description of Gift _____</p> <p style="text-align: center;">(attach additional forms as necessary)</p>		
<p><b>6 SIGNATURE</b> I swear under penalty of perjury that the above statement is true and correct. I acknowledge that the disclosure applies to each family member (as defined by Section 176.001(2), Local Government Code) of this local government officer. I also acknowledge that this statement covers the 12-month period described by Section 176.003(a)(2)(B), Local Government Code.</p> <p style="text-align: right;">_____</p> <p style="text-align: right;">Signature of Local Government Officer</p> <p style="text-align: center;"><b>Please complete either option below:</b></p> <p><b>(1) Affidavit</b></p> <p style="text-align: center;">NOTARY STAMP/SEAL</p> <p>Sworn to and subscribed before me by _____ this the _____ day of _____, 20_____, to certify which, witness my hand and seal of office.</p> <p>Signature of officer administering oath                      Printed name of officer administering oath                      Title of officer administering oath</p> <p style="text-align: center;"><b>OR</b></p> <p><b>(2) Unsworn Declaration</b></p> <p>My name is _____, and my date of birth is _____.</p> <p>My address is _____, _____, _____, _____, _____.</p> <p style="text-align: center;">(street)    (city)                      (state)                      (zip code)                      (country)</p> <p>Executed in _____ County, State of _____, on the _____ day of _____, 20_____,</p> <p style="text-align: center;">(month)    (year)</p> <p style="text-align: right;">_____</p> <p style="text-align: right;">Signature of Local Government Officer (Declarant)</p>		

## LOCAL GOVERNMENT OFFICER CONFLICTS DISCLOSURE STATEMENT

Section 176.003 of the Local Government Code requires certain local government officers to file this form. A "local government officer" is defined as a member of the governing body of a local governmental entity; a director, superintendent, administrator, president, or other person designated as the executive officer of a local governmental entity; or an agent of a local governmental entity who exercises discretion in the planning, recommending, selecting, or contracting of a vendor. This form is required to be filed with the records administrator of the local governmental entity not later than 5 p.m. on the seventh business day after the date on which the officer becomes aware of the facts that require the filing of this statement.

A local government officer commits an offense if the officer knowingly violates Section 176.003, Local Government Code. An offense under this section is a misdemeanor.

Refer to chapter 176 of the Local Government Code for detailed information regarding the requirement to file this form.

### INSTRUCTIONS FOR COMPLETING THIS FORM

*The following numbers correspond to the numbered boxes on the other side.*

- 1. Name of Local Government Officer.** Enter the name of the local government officer filing this statement.
- 2. Office Held.** Enter the name of the office held by the local government officer filing this statement.
- 3. Name of vendor described by Sections 176.001(7) and 176.003(a), Local Government Code.** Enter the name of the vendor described by Section 176.001(7), Local Government Code, if the vendor: a) has an employment or other business relationship with the local government officer or a family member of the officer as described by Section 176.003(a)(2)(A), Local Government Code; b) has given to the local government officer or a family member of the officer one or more gifts as described by Section 176.003(a)(2)(B), Local Government Code; or c) has a family relationship with the local government officer as defined by Section 176.001(2-a), Local Government Code.
- 4. Description of the nature and extent of each employment or other business relationship and each family relationship with vendor named in item 3.** Describe the nature and extent of the employment or other business relationship the vendor has with the local government officer or a family member of the officer as described by Section 176.003(a)(2)(A), Local Government Code, and each family relationship the vendor has with the local government officer as defined by Section 176.001(2-a), Local Government Code.
- 5. List gifts accepted, if the aggregate value of the gifts accepted from vendor named in item 3 exceeds \$100.** List gifts accepted during the 12-month period (described by Section 176.003(a)(2)(B), Local Government Code) by the local government officer or family member of the officer from the vendor named in item 3 that in the aggregate exceed \$100 in value.
- 6. Signature.** Signature of local government officer. Complete this section after you finish the rest of this report. You have the option to either: (1) take the completed form to a notary public where you will sign above the first line that says "Signature of Local Government Officer" (an electronic signature is not acceptable) and your signature will be notarized, or (2) sign above both lines that say "Signature of Local Government Officer (Declarant)" (an electronic signature is not acceptable), and fill out the unsworn declaration section.

---

**Local Government Code § 176.001(2-a):** "Family relationship" means a relationship between a person and another person within the third degree by consanguinity or the second degree by affinity, as those terms are defined by Subchapter B, Chapter 573, Government Code.

**Local Government Code § 176.003(a)(2)(A):**

- (a) A local government officer shall file a conflicts disclosure statement with respect to a vendor if:

\*\*\*

- (2) the vendor:

(A) has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income, other than investment income, that exceeds \$2,500 during the 12-month period preceding the date that the officer becomes aware that:

- (i) a contract between the local governmental entity and vendor has been executed; or
- (ii) the local governmental entity is considering entering into a contract with the vendor.



San Elizario ISD  
P.O. Box 920  
San Elizario, TX 79849  
Phone: 915.872.3900  
Fax: 915.872.3903

## MEMORANDUM

**To:** Members of the Board of Trustees  
**From:** Gina Ramirez, Executive Director – Human Resources  
**Subject:** 2025-2026 Employee Appreciation Resolution  
**Date:** July 18, 2025

**HISTORY:** Administration would like to continue recognizing employees for their contributions to the San Elizario Independent School District. To remain in compliance with the gift of public funds provisions, the administration has created an Employee Appreciation Resolution for consideration.

**RATIONALE:** The Texas Supreme Court has established a three part test to determine whether a payment violates Article III, Section 52: (1) The purpose of the payment is to accomplish a public purpose, not benefit a private party; (2) The entity must retain public control over the funds to ensure the public purpose is accomplished and the public’s investment is protected; and (3) The entity must ensure that it receives a net benefit. The Employee Appreciation Resolution accomplishes all three parts of the legal test as the appreciation of employees via the different activities/items stated on the resolution, serve the public purpose of maintaining morale, reducing turnover, and increase employee retention.

**BUDGET IMPACT:** Not to exceed \$18,988.00

**ADMINISTRATIVE RECOMMENDATION:** The administrative recommendation is for the Board of Trustees to approve the Employee Appreciation Resolution for the 2025-2026 year as presented.

**For Approval?**  Yes  No

**If no, please check one:**  Presentation  Report  Information

**Please check if applicable:**  Attachment Included

The mission of the San Elizario Independent School District is to graduate students with innovative skills for 21st-century careers by focusing on academic and social skills, fostering transformative practices, and building community support through positive relationships between home and school.



EMPLOYEE APPRECIATION RESOLUTION  
SAN ELIZARIO INDEPENDENT SCHOOL DISTRICT

**WHEREAS**, every student has the right to access high-quality educational programs to further their academic and personal success; and

**WHEREAS**, quality educational programs are only made possible thanks to the dedicated, talented, innovative, and hardworking educators and classified staff at the San Elizario Independent School District, who use their extensive skills and compassion to provide educational opportunities and support for students;

**WHEREAS**, the San Elizario Independent School District recognizes our staff has gone above and beyond in responding to the needs of students and their families, and of the community at large; and

**WHEREAS**, classified employees support the smooth operation of offices, the safety and maintenance of buildings and property, and the safe transportation, healthy nutrition, and direct instruction of students; and

**WHEREAS**, the San Elizario Independent School District believes that our employees' response in serving children during these challenging times serves as an example of selfless public service and pride in our community; and

**WHEREAS**, now, more than ever, teachers, administrators, and classified staff serving our schools deserve the gratitude, respect, and recognition of the San Elizario Independent School District, students, parents, and the entire community.

**WHEREAS**, the Board of Trustees conclude that providing employee appreciation items and activities, including but not limited to any district spirit gear or clothing, promotional items, and refreshments during employee appreciation events, plaques, etc., to all regular full-time, part-time, or substitute employees actually employed by the district serves the public purpose of maintaining morale, reducing turnover, and increase employee retention; and

**WHEREAS**, pursuant to Policy CE (Local), the adopted budget provides authority to expend funds for the purposes indicated and in accordance with state law, Board policy,



EMPLOYEE APPRECIATION RESOLUTION  
SAN ELIZARIO INDEPENDENT SCHOOL DISTRICT

and the district's approved purchasing procedures. The expenditure of funds shall be under the direction of the Superintendent or designee, who shall ensure that funds are expended in accordance with the adopted budget.

**NOW, THEREFORE, BE IT RESOLVED** that the San Elizario Independent School District Board of Trustees authorizes the purchase of employee retention items and activities for the 2025-2026 school year; and

**BE IT FURTHER RESOLVED** that employee appreciation items and activities as provided in this resolution serve the public purposes of maintaining morale, reducing turnover, and increasing employee retention; and

**BE IT FURTHER RESOLVED** that the amount budgeted for the employee appreciation items and activities provided in this resolution should not exceed \$18,988.00 during the period of July 1, 2025, through June 30, 2026.

Amended this 18<sup>th</sup> of June, 2025

Signed

\_\_\_\_\_  
Eduardo Chavez, Board President

\_\_\_\_\_  
Sandra Licon, Board Secretary

\_\_\_\_\_  
Dr. Jeannie Meza-Chavez, Superintendent



San Elizario ISD  
 P.O. Box 920  
 San Elizario, TX 79849  
 Phone: 915.872.3900  
 Fax: 915.872.3903

**MEMORANDUM**

**To:** Members of the Board of Trustees  
**From:** Nancy Tinoco, Purchasing Specialist  
**Subject:** Consider and possible Board action to approve Request for Competitive Sealed Proposals for Voluntary Fully Insured, Vision and Disability Benefits (RFCSP# 25-1167)  
**Date:** June 18, 2025

**HISTORY:**

The District’s current three-year contract for voluntary vision and voluntary disability insurance was originally awarded on June 15, 2020. As this agreement approaches its expiration, the District initiated a competitive procurement process by soliciting proposals from qualified firms capable of providing these voluntary insurance services. The District intends to award a new initial contract for a three-year term, effective September 1, 2025, through August 31, 2028. Furthermore, the District shall retain the option to renew the contract for up to two (2) additional one-year terms.

**RATIONALE:**

Request for Competitive Sealed Proposals (RFCSP) No. 25-1167 solicited responses for a new three-year contract for voluntary vision and disability insurance services. A total of four (4) carrier proposals were received across both service lines. However, two (2) of the submissions were disqualified due to incomplete documentation. Summaries of the remaining qualified proposals are provided below for reference; however, the terms and conditions outlined in the actual submitted proposals shall prevail. Pricing details are included in the attachment labeled *Table 1*.

**Vendor Responses**

Vendor	Broker/TPA	General Information	Financial Information	Customer Service	References	Implementation	Vision	Disability
Ochs	TEB Benefits Group	Not Considered - Did not include electronic copy within submission						
The Hartford	TEB Benefits Group	Not Considered - RFP submission was not sealed						
The Standard	TEB Benefits Group	X	X	X	X	X	X	X
Versant (Superior Vision)	TEB Benefits Group	X	X	X	X	X	X	Did Not Quote

Subsequently, a Best and Final Offer (BAFO) was requested solely from The Standard for disability insurance. The Standard agreed to match the District’s current rates as their BAFO, with a three-year rate guarantee. Additionally, The Standard agreed to align the Return-to-Work Incentive with the

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current plan design as part of their final offer. These details are included in the attachment labeled *Table 2*.

The evaluation committee consisted of the following staff members:

Stephanie Ruiz – Coordinator, Human Resources
Edna Garcia – Accountant
Jasmine Lozano – Counselor, Secondary, SEHS

The evaluation criteria used for this request for proposals was as follows:

The purchase price	40
The reputation of the vendor and the vendor’s goods or services	15
The quality of the vendor’s goods or services	10
The extent to which the goods or services meet the District’s needs	10
The vendors past relationship with the District	5
The impact on the ability of the district to comply with laws relating to historically underutilized businesses	5
The total long-term cost to the district to acquire the services	5
For a contract that is not for goods and services related to telecommunications and information services, building construction and maintenance, or instructional materials, whether the vendor or the vendor’s ultimate parent company or majority owner has its principal place of business in this state or employs at least 500 persons in this state.	5
SEISD Questionnaire response	5
Total	100

**BUDGET IMPACT:**

There is no budget impact associated with these proposal awards since these are voluntary benefits directly paid by employees.

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**ADMINISTRATIVE RECOMMENDATION:**

The evaluation committee recommends awarding the voluntary vision insurance contract to Versant Health (Superior Vision), based on the evaluation of submitted proposals. For the voluntary disability insurance, the committee recommends accepting the Best and Final Offer submitted by The Standard.

**For Approval?**  Yes  No

**If no, please check one:**  Presentation  Report  Information

**Please check if applicable:**  Attachment Included

---

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# Vision Benefits & Fees

## Table 1

VISION BENEFITS	Superior Vision (Current)		The Standard		Versant Health (Superior Vision)	
	Low	High	Low	High	Low	High
Annual Eye Exam In-Network	Covered in Full after \$10 Copay	Covered in Full after \$10 Copay	Covered in Full after \$10 Copay	Covered in Full after \$10 Copay	Covered in Full after \$10 Copay	Covered in Full after \$10 Copay
Non-Network	Up to \$35	Up to \$35	Up to \$35	Up to \$35	Up to \$35	Up to \$35
Retinal Imaging	N/A	N/A	N/A	N/A	N/A	N/A
Frames / Lenses*						
Single Vision - Network/Non-Network	Covered / Up to \$25	Covered / Up to \$25	Covered / Up to \$25	Covered / Up to \$25	Covered / Up to \$25	Covered / Up to \$25
Bifocal Lenses - Network/Non-Network	Covered / Up to \$40	Covered / Up to \$40	Covered / Up to \$40	Covered / Up to \$40	Covered / Up to \$40	Covered / Up to \$40
Trifocal Lenses - Network/Non-Network	Covered / Up to \$45	Covered / Up to \$45	Covered / Up to \$55	Covered / Up to \$55	Covered / Up to \$45	Covered / Up to \$45
Progressive Lenses - Network/Non-Network	Covered in full up to Standard Progressive / Up to \$45	Covered in full up to Standard Progressive / Up to \$45	Standard: \$65 + ded Premium: \$85+ ded / \$95+ ded / \$110+ ded / \$65+ 80% of charge less \$120 allowance Non-Network: Not covered	Standard: \$65 + ded Premium: \$85+ ded / \$95+ ded / \$110+ ded / \$65+ 80% of charge less \$120 allowance Non-Network: Not covered	Allowance at Standard Trifocal level / Up to \$45	Allowance at Standard Trifocal level / Up to \$45
Frames - Network/Non-Network	\$10 Copay	\$10 Copay	Covered after \$10 Copay	Covered after \$10 Copay	\$10 Copay	\$10 Copay
Retail Frame Allowance	\$150 Retail Frame Allowance / Up to \$60	\$150 Retail Frame Allowance / Up to \$60	\$150 / Up to \$75	\$150 / Up to \$75	\$150 Retail Frame Allowance / Up to \$70	\$150 Retail Frame Allowance / Up to \$70
Contacts	Contact Lenses in lieu of Glasses	Contact Lenses in lieu of Glasses	Contact Lenses in lieu of Glasses	Contact Lenses in lieu of Glasses	Contact Lenses in lieu of Glasses	Contact Lenses in lieu of Glasses
Network						
Medically Necessary	Covered in Full	Covered in Full	Covered in Full	Covered in Full	Covered in Full	Covered in Full
Elective	\$150 Allowance	\$150 Allowance	Up to \$150	Up to \$150	\$150 Allowance	\$150 Allowance
Non-Network						
Medically Necessary	Up to \$150	Up to \$150	Up to \$200	Up to \$200	Up to \$150	Up to \$150
Elective	Up to \$65	Up to \$80	Up to \$120	Up to \$120	Up to \$80	Up to \$80
Standard Contact Lens Fitting Fee	N/A	N/A	Standard: Participant cost up to \$40 (In-network only)	Standard: Participant cost up to \$40 (In-network only)	N/A	N/A
Specialty Contact Lens Fitting Fee	N/A	N/A	Premium: 10% off of retail (In-network only)	Premium: 10% off of retail (In-network only)	N/A	N/A
Contact Lens Allowance Unused Funds	N/A	N/A	Forfeited	Forfeited	N/A	N/A
Lasik Benefit	\$200 Retail Allowance	\$200 Retail Allowance	Average discount of 15% off retail price or 5% off promotional price at US Laser Network participating providers.	Average discount of 15% off retail price or 5% off promotional price at US Laser Network participating providers.	\$200 Retail Allowance	\$200 Retail Allowance
Exam Frequency	12 Months	12 Months	12 Months	12 Months	12 Months	12 Months
Lens Frequency	12 Months	12 Months	12 Months	12 Months	12 Months	12 Months
Frames Frequency	24 Months	12 Months	24 Months	12 Months	24 Months	12 Months
Contacts + Glasses in Same Benefit Period	N/A	N/A	N/A	N/A	N/A	N/A
COST						
Employee Only	\$6.36	\$8.11	\$6.04	\$7.70	\$5.91	\$7.54
Employee + 1	\$10.85	\$13.80	\$10.30	\$13.10	\$10.09	\$12.83
Employee + 2	\$15.95	\$20.30	\$15.15	\$19.28	\$14.83	\$18.88
Estimated Monthly Premium	\$476.42	\$2,037.05	\$452.43	\$1,934.26	\$442.84	\$1,894.16
Estimated Annual Premium	\$5,717.04	\$24,444.60	\$5,429.16	\$23,211.12	\$5,314.08	\$22,729.92
Effective Date		9/1/2024		9/1/2025		9/1/2025
Rate Guarantee		N/A		2 Years		4 Years

# Disability Benefits & Fees - BAFO

## Table 2

LTD BENEFITS	New York Life		The Standard BAFO	
	Option A - To age 65 for both accident and sickness	Option B - To age 65 for accident, 3 years for sickness	Option A - To age 65 for both accident and sickness	Option B - To age 65 for accident, 3 years for sickness
Class Description	All FTE	All FTE	All FTE	All FTE
Definition of Earnings	Annual Earnings - Not including bonus, OT, commissions	Annual Earnings - Not including bonus, OT, commissions	Annual Earnings - Not including bonus, OT, commissions	Annual Earnings - Not including bonus, OT, commissions
Benefit Schedule	Choice of benefit amount in multiples of \$100, from \$200 to \$8,000	Choice of benefit amount in multiples of \$100, from \$200 to \$8,000	Choice of benefit amount in multiples of \$100, from \$200 to \$8,000	Choice of benefit amount in multiples of \$100, from \$200 to \$8,000
Maximum Monthly Benefit	Not to exceed 70% of monthly earnings	Not to exceed 70% of monthly earnings	Not to exceed 70% of monthly earnings	Not to exceed 70% of monthly earnings
Minimum Monthly Benefit	25% of maximum gross benefit	25% of maximum gross benefit	25% of maximum gross benefit	25% of maximum gross benefit
Benefit Waiting Period Accident/ Illness	Choice of 0/7, 14/14, 30/30, 60/60, 90/90 or 180/180 Days	Choice of 0/7, 14/14, 30/30, 60/60, 90/90 or 180/180 Days	Choice of 0/7, 14/14, 30/30, 60/60, 90/90 or 180/180 Days	Choice of 0/7, 14/14, 30/30, 60/60, 90/90 or 180/180 Days
Maximum Benefit Period	Option A - To age 65 for both accident and sickness	Option B - To age 65 for accident, 3 years for sickness	Option A - To age 65 for both accident and sickness	Option B - To age 65 for accident, 3 years for sickness
Guarantee Issue Amount	Full Benefit	Full Benefit	Full Benefit	Full Benefit
Employer Contribution	0%	0%	0%	0%
Minimum Participation	Greater of 25% or 25 lives	Greater of 25% or 25 lives	Greater of 25% or 25 lives	Greater of 25% or 25 lives
Taxability of Benefits	Non-Taxable Benefit	Non-Taxable Benefit	Non-Taxable Benefit	Non-Taxable Benefit
Own Occupation Period	24 Months	24 Months	24 Months	24 Months
Partial/ Residual Disability	Included	Included	Included	Included
Preexisting Condition Period	3/12 - 90 day pre-ex exclusion	3/12 - 90 day pre-ex exclusion	3/12 - 90 day pre-ex exclusion	3/12 - 90 day pre-ex exclusion
Mental & Nervous Limitation	24 months	24 months	24 months	24 months
Substance Abuse Limitation	24 months	24 months	24 months	24 months
Drug & Alcohol Limitation	24 months	24 months	24 months	24 months
Other Limited Conditions	24 months	24 months	24 months	24 months
Musculoskeletal/Connective Tissue Limitation	N/A	N/A	N/A	N/A
Return to Work Incentive	24 months	24 months	24 Months	24 Months
Employee Assistance Program	N/A	N/A	Included: 3 face-to-face	Included: 3 face-to-face
<b>FINANCIALS</b>				
0/7	2.75%	2.07%	2.75%	2.07%
14/14	2.35%	1.63%	2.35%	1.63%
30/30	1.94%	1.32%	1.94%	1.32%
60/60	1.37%	1.17%	1.37%	1.17%
90/90	1.16%	0.99%	1.16%	0.99%
180/180	0.86%	0.73%	0.86%	0.73%
<b>Annual Premium</b>	<b>\$78,529</b>	<b>\$25,393</b>	<b>\$78,529</b>	<b>\$25,393</b>
Effective Date			9/1/2025	
Rate Guarantee	N/A		3 Years	
AM Best Rating			A	

- The Standard has agreed to match current rates as their best and final offer with a 3-year rate guarantee. Updated rates are illustrated above.
- The Standard has agreed to match the Return to Work Incentive to current as their best and final offer.



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## MEMORANDUM

**To:** Members of the Board of Trustees  
**From:** Gina Ramirez, Executive Director of Human Resources  
**Subject:** Specialist – Nutrition Services Support\_Pay Scale Revision  
**Date:** June 18, 2025

---

### HISTORY:

The Child Nutrition Services (CNS) position of Specialist – Nutrition Services Support at (federally funded) pay grade 5 has served the SEISD since its last update on June 12, 2020.

### RATIONALE:

Due to the district's right-sizing and recent vacancy of the Specialist – Nutrition Services Support position, the job description has been updated to reflect duties resulting from the various right-sizing changes over the past years. The position is responsible for supporting the food service operations on each campus to ensure they have the food, supplies, staff, and materials needed for daily operations. This position also contributes to the program's financial integrity by properly managing cash and deposits. Additionally, the position administers and complies with USDA donated foods program rules, coordinates catering events, and provides training and technical assistance on applications and nutrition software. The position aligns with the level 6 group required education/certification and experience.

### BUDGET IMPACT:

Federally funded position.

### ADMINISTRATIVE RECOMMENDATION:

The administrative recommendation is that the Board of Trustees approve the pay grade of the federally funded position of Specialist—Nutrition Services Support, administrative technical pay scale 6. When calculated at the midpoint on pay grade 6, the projected budget for federal funds is \$41,040.00. The difference from the administrative technical pay scale 5 to 6 is approximately \$3,727.80 at the midpoint.

**For Approval?**  Yes  No

**If no, please check one:**  Presentation  Report  Information

**Please check if applicable:**  Attachment Included

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# SAN ELIZARIO INDEPENDENT SCHOOL DISTRICT

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## Human Resources Department

### 2024-2025 Administrative Technical Pay Scale

Pay Grade	Job Title	Calendar	HOURLY		
			Minimum	Midpoint	Maximum
1	Clerk-General Office	190	\$12.00	\$14.79	\$17.47
2	Caseworker-Special Education	168	\$13.89	\$17.16	\$20.27
	Clerk-Attendance ES	163			
	Clerk-Attendance MS	163			
	Clerk-Attendance HS	163			
	Clerk-Campus Clerk	190			
	Clerk-Special Education Campus	190			
3	Clerk II-Attendance/PEIMS ES	184	\$15.00	\$18.53	\$21.89
	Registrar MS	184			
	Registrar PS	184			
4	Clerk-Student Services	190	\$16.30	\$20.01	\$23.54
	Registrar HS	190			
	Secretary-Campus ES	184			
	Secretary-Campus MS	184			
	Secretary-Campus PS	184			
5	Secretary-Department	190	\$17.78	\$21.82	\$25.67
	Secretary-High School	190			
	Specialist-Accounts Payable	190			
	Specialist-Nutrition Services Support	190			
6	Specialist-HR	190	\$19.67	\$24.00	\$28.12
	Specialist-Payroll	190			
7	Specialist-IT Field	190	\$23.23	\$28.33	\$33.19
8	Secretary-Superintendent	190	\$24.78	\$30.03	\$35.03
	Specialist-IT Support	190			
	Specialist-IT Systems	190			

Current Scale

New Scale

This salary plan is for the 2024-2025 school year only. Future salaries cannot be predicted from this schedule.



**SAN ELIZARIO INDEPENDENT SCHOOL DISTRICT**

**JOB DESCRIPTION**

<b>JOB TITLE:</b>	Specialist – Nutrition Services Support	<b>WAGE/HR STATUS:</b>	Non – Exempt <i>(Federally Funded)</i>
<b>REPORTS TO:</b>	Director – Child Nutrition Services	<b>PAY GRADE:</b>	Administrative Technical 6
<b>DEPT/CAMPUS:</b>	Child Nutrition Services Department	<b>DATE APPROVED/REVISED:</b>	May 27, 2025

---

**PRIMARY PURPOSE:**

This position is to provide support to the food service operations in each campus to ensure they have the foods, supplies, staff, and materials needed for daily operations. This position also contributes to the financial integrity of the program by ensuring the proper management of cash and deposits. Administer and comply with rules pertaining to the USDA donated foods program. Coordinates catering events, provides training and technical assistance on applications, and nutrition software.

**QUALIFICATIONS**

**EDUCATION/CERTIFICATION:**

- High school diploma or GED
- Thirty semester hours of college coursework preferred
- Food Management Certification
- Professional Standards Hours (or obtain within 30 days of hire)

**SPECIAL KNOWLEDGE/SKILLS**

- Strong organizational, communication, and interpersonal skills
- Ability to obtain quality service from vendors by using persuasion and negotiation skills.
- Ability to assess problems and determine solutions
- Ability to collect and analyze detailed information
- Basic math and accounting skills
- Skilled in the use of Microsoft Office products and nutrition software
- Good public relations skills
- Basic knowledge of the TEAMS System
- Knowledge of menu planning, food purchasing, and USDA guidelines

**PREFERRED EXPERIENCE**

Three (3) years administrative experience.

**MAJOR RESPONSIBILITIES AND DUTIES**

1. Evaluates selected food samples before purchase for acceptability, assuring that nutrient guideline standards are met.
2. Participates in professional development, training, and conducts orientation for guest workers.
3. Communicates with campus-based Nutrition Services staff to identify food items and supplies needed to prepare meals.
4. Reviews orders for food and supplies for each campus to ensure the requests are appropriate and necessary.
5. Collaborates with the Nutrition Services Courier to manage campus inventory levels and allocate USDA foods.
6. Determines the best vending source by reviewing bid information.
7. Places orders for food and supplies with a wide variety of vendors.
8. Contacts vendors to resolve problems related to the purchase and delivery of food and supplies.
9. Identifies and utilizes alternate vendors as needed to ensure availability of food and supplies.
10. Checks invoices to ensure accurate pricing and charges; routes invoices to appropriate departments for payment.

11. Checks a sample of completed transactions to ensure payment agrees with the invoice.
12. Tabulates all Nutrition Services invoices to provide real-time information on expenditures.
13. Receives, coordinates, and processes catering requests. Determines charges assigns to district cafeterias, participates in the setup of catering events.
14. Tracks the delivery of catering services and ensures payment is received, recorded and deposited.
15. Collects unpaid debts.
16. Processes money bags and deposits for each cafeteria to ensure accuracy and adherence with established procedures.
17. Provides technical assistance to managers and cashiers with daily deposits.
18. Posts Nutrition Services deposits to allocate the income to a specific campus.
19. Creates and inputs purchase orders.
20. Communicates regularly with the Nutrition Services Director to provide program information.
21. Upholds and adhere to safety rules and policies of the SEISD safety program.
22. Supports the goals and objectives of the school district and follows all district policies.
23. Performs any other assignments made by the supervisor.

## EQUIPMENT USED

Computer, printer, copier, calculator, cash register, and telephone system

## WORKING CONDITIONS

### Physical Demands:

Extended time sitting; limited stooping, walking, interruptions, and occasional lifting up to 50 lbs

### Environment:

Well lit, air-conditioned office with customary sounds of telephones, computer, printer, file drawers, conversation, low outside noise, and occasional exposure to campus kitchens

**TERMS OF EMPLOYMENT:** 190 days

**FUNDING SOURCE:** 101-35-6129-XX-XXX-XX

**EVALUATION:** Performance of this job will be evaluated in accordance with the provisions of board policy.

The above statements are intended to describe the general purpose and responsibilities assigned to this job and are not intended to represent an exhaustive list of all responsibilities, duties, and skills required.

*In the event school operations are disrupted or modified, your job location, duties and responsibilities along with related tools and equipment may also be modified as necessary at the discretion of the district. Any such modifications are a condition to continued employment with the district.*

I HAVE READ AND UNDERSTAND THIS BOARD-APPROVED JOB DESCRIPTION. I ALSO UNDERSTAND THAT MY PERFORMANCE EVALUATION WILL BE BASED ON THESE DUTIES AND RESPONSIBILITIES.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date



San Elizario ISD  
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Phone 915.872.3900  
Fax 915.872.3903

## MEMORANDUM

**To:** Members of the Board of Trustees  
**From:** Elizabeth Perez, Chief Financial Officer  
**Subject:** Public notice of federal grant applications for fiscal year 2026  
**Date:** June 18, 2025

---

**HISTORY:** The district receives various entitlements for federal funding and submits applications for those grants accordingly.

**RATIONALE:** The purpose of this agenda item is to provide public notice of federal grant applications through an information item at a Board meeting and to make available opportunities for public input in accordance with policy CB(Legal).

In addition, you will find the following documents attached to this memo:

- Public notice published in the West Texas County Courier
- Agenda and sign-in sheet for public meeting
- Presentation provided during public meeting in English and Spanish

**BUDGET IMPACT:** There is no budget impact associated with this item.

**ADMINISTRATIVE RECOMMENDATION:** This report is for information only.

**Please check one:**     For approval     Report / Information only     Recognition only

*San Elizario ISD's mission is to graduate students with skills to meet the demands of a changing world by promoting student success as non-negotiable, channeling resources to match learning needs of students, employ and retain a quality staff so that San Elizario is a proud, innovative and academically superior district*

# SISD

From Page 2

SISD for long-term success.

Miranda has been a dedicated educator for 12 years. She encourages her students to maintain a positive attitude, even when faced with challenges. She could not wait to share the good news with her students on Monday morning that she was named Elementary Teacher of the Year.

“Oh, my babies are going to be so excited,” Miranda said. “They’re four years old, five years old. They just knew I was coming to a celebration, and they were like ‘Ms. Miranda, have so much fun! We’ll see you Monday!’ So, they’ll be excited.”

Neff has ten years of experience as a teacher and coach. Whether in academics or athletics, he motivates his students to

reach their full potential and achieve outstanding results. He said being named Secondary Teacher was a bit overwhelming, but he was proud to receive the honor.

“It’s a big responsibility to carry on my shoulders being representative of the entire school district and to represent my awesome Montwood community and feeder pattern, I mean I’m just so grateful for the opportunity,” Neff said.

Both winners were awarded a glass sculpture in the shape of a flame, symbolizing the energy and spirit of curiosity that every student possesses. The trophy honors the unwavering dedication of SISD’s teachers as guardians of the flame.

The Teacher of the Year award is one of the highest accolades that an educator can receive. The winners move on to the regional level, where they have the opportunity to advance to the state level.

## Strange BUT TRUE

By Lucie Winborne

- In 2010, a group of 15 monkeys escaped from a Japanese research institute by using trees to catapult themselves over a 17-foot-high electrical fence.

- Mike Tyson would KO sparring partners quickly so he could get home in time to watch “Tom & Jerry.”

- Casting for Quentin Tarantino’s “Jackie Brown” was partly done by Jaki Brown, and Lee Daniels’ “The Butler” was cast by Leah Daniels-Butler.

- While most parents do what they can to prevent or stop their babies from crying, in Japan a 400-year-

old tradition holds that if a sumo wrestler can make your baby cry, it will live a healthy life. During a special ceremony, parents hand over their infants to wrestlers who bounce the tots and sometimes even roar in their faces to get the tears going.

- It would only cost you in the neighborhood of \$140 per year to eat ramen for every meal.

- Neurologists claim that every time you resist acting on your anger, you are actually rewiring your brain to be calmer and more loving.

- In 1923, a jockey Frank Hayes suffered a fatal heart attack mid-race. His horse, Sweet Kiss, finished and won the race making Hayes the only jockey to win a race after death.

- Born in 1924, a horse called Lady Wonder was considered

by many to be psychic. Not only did she make predictions and answer questions for over 30 years and more than 150,000 people, she was credited with helping to solve several crimes.

- Leonardo da Vinci was the first person to observe the curvature of the human spine.

- During WWII, Winston Churchill wore a specially designed onesie that he called his “siren suit.”

- Don Gorske earned a spot in the Guinness World Records in 2016 for the gastric feat of consuming his 28,788th Big Mac.

Thought for the Day: “Not all paths offer a vista. But every path offers a lesson.”

– Toni Sorenson

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## San Elizario Independent School District PUBLIC NOTICE

### Public Meeting to Review Federally Funded Programs

The San Elizario Independent School District will conduct a public information meeting to review the following SEISD Programs funded by Federal funds:

- Title I, Part A – Improving Basic Programs
- Title I, Part C – Education of Migratory Children
- Title I, Part C - Perkins V: Strengthening Career and Technical Education for the 21st Century
- Title II, Part A – Supporting Effective Instruction
- Title III, Part A – English Language Acquisition (ELA) and Immigrant
- Title IV, Part A – Subpart 1 Student Support and Academic Enrichment
- Special Education Grant – IDEA-B Formula and IDEA-B Preschool

The meeting will be held:

**Friday, May 23, 2025 at 9:00 a.m. in the Administration Offices, Board Room. 1050 Chicken Ranch Rd. San Elizario, TX 79849.**

SEISD does not discriminate against any individual with regard to race, color, national origin, age, religion, sex, marital or veteran status, the presence of a medical condition, disability, or any other legally protected status. 42 U.S.C. 2000e-2(a); 20U.S.C. 1681: Labor Code 21-051.

## San Elizario Independent School District AVISO PÚBLICO

### La Junta Pública para Revisar los Programas de Fondos Federales

El Distrito Escolar Independiente de San Elizario llevará a cabo una junta pública para revisar los siguientes programas, fondos federales:

- Título I, Parte A – Mejorando Programas Básicos
- Título I, Parte C – Educación de niños migrantes
- Título I, Parte C – Perkins V: Fortalecimiento de las carreras y educación técnica para el siglo XXI
- Título II, Parte A – Apoyando la instrucción eficaz
- Título III, Parte A – Adquisición del idioma inglés (ELA) e inmigrante
- Título IV Parte A – Subparte 1 Apoyo estudiantil y enriquecimiento académico
- Beca de educación especial – IDEA-B formula y IDEA-B preescolar

La junta se llevará acabo:

**Viernes, 23 de mayo del 2025 a 9:00 a.m. en el salón de juntas en las oficinas de administración. 1050 Chicken Ranch Rd. San Elizario, TX 79849.**

SEISD no discrimina a ningún individuo a causa de su raza, de su color, de su nacionalidad, de sus creencias religiosas, de su género, de su estado legal, o de veterano, ninguna condición médica o incapacidad, o ningún otro estado legal. 42 U.S.C 2000e-2(a); 20 U.S.C. 1681: Labor Code 21-051.

WTCC: 05-15-25

## Clint Independent School District Public Notice

**Child Find –** All children with disabilities residing in the state who are in need of special education and related services, including those attending private schools, must be identified, located, and evaluated. This process, known as Child Find, is the responsibility of Clint Independent School District if your child’s private or home school is located within its boundaries. For additional information, please contact the Special Education Department at [lorraine.martinez@clint.net](mailto:lorraine.martinez@clint.net).

### Adviso Público

**En Busca de Niño –** Cada niño con una discapacidad que reside en el estado y necesita servicios de educación especial, incluyendo aquellos que asisten a escuelas privadas, debe ser identificado, localizado y evaluado. Este proceso, conocido como “En Busca del Niño”, es responsabilidad del Distrito Escolar Independiente de Clint si la escuela privada o en el hogar de su hijo se encuentra dentro de los límites del distrito. Para más información, comuníquese con el Departamento de Educación Especial al correo electrónico [lorraine.martinez@clint.net](mailto:lorraine.martinez@clint.net).

WTCC: 05-15-25



## CryptoQuip Answer

If Russian spacewalkers need to tie off ropes, what do you think they will make? Cosmo-knots.



1	+	7	×	6	=	48
+		+		+		
8	+	4	÷	3	=	4
÷		×		+		
9	-	2	×	5	=	35
=		=		=		
1		22		14		



# SAN ELIZARIO INDEPENDENT SCHOOL DISTRICT

*A Proud Community of Champions – Soaring to Excellence*



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## SAN ELIZARIO INDEPENDENT SCHOOL DISTRICT

**Soaring To Excellence  
Public Meeting**

### **Federally Funded Programs**

**Friday, May 23, 2025, at 9:00 a.m.**

**Administrative Offices, Mission Trail Board Room**

- A. Welcome: Elizabeth Perez, Chief Financial Officer & Gina Shutt, Business Specialist
- B. Introductions: Flor Sanchez-Reza, District Parent Liaison
- C. Federally Funded Programs.
  - Title I, Part A - Improving Basic Programs: Elizabeth Perez, Chief Financial Officer & Gina Shutt, Business Specialist
  - Title I, Part C - Education of Migratory Children: Elizabeth Perez, Chief Financial Officer & Gina Shutt, Business Specialist
  - Title I, Part C - Perkins V: Strengthening Career and Technical Education for the 21<sup>st</sup> Century: Sandra Sanchez, Career and Technical Education Administrator
  - Title II, Part A - Supporting Effective Instruction: Elizabeth Perez, Chief Financial Officer & Gina Shutt, Business Specialist
  - Title III, Part A - English Language Acquisition (ELA) and Immigrant: Blanca Cruz, Associate Superintendent
  - Title IV, Part A - Subpart 1 Student Support and Academic Enrichment: Elizabeth Perez, Chief Financial Officer & Gina Shutt, Business Specialist
  - Special Education Grant- IDEA-B Formula and IDEA-B Preschool: April Marioni, Special Education Director
- D. Q & A Section
- E. Evaluations



# STAFF DEVELOPMENT DOCUMENTATION FORM

(IN ORDER TO MEET TEA COMPLIANCE RULES & REGULATIONS, ALL COLUMNS MUST BE COMPLETED)

CHAIRPERSON/PRESENTER ELIZABETH PEREZ, CFO, GEORGINA SHUTT BUSINESS ESPECIALIST DATE MAY 23, 2025

TIMES: 9:00 A.M. Check one:  Less than 3 hours  3-6 hours  7-10 hours

NAME OF ACTIVITY: PUBLIC NOTICE MEETING

- Check one:
- |   |  |  |  |
|---|--|--|--|
| <input type="checkbox"/> Reading                | <input type="checkbox"/> Writing               | <input type="checkbox"/> Math          | <input type="checkbox"/> Science                       |
| <input type="checkbox"/> History/Social Studies | <input type="checkbox"/> Fine Arts             | <input type="checkbox"/> Technology    | <input checked="" type="checkbox"/> Parent Involvement |
| <input type="checkbox"/> Career & Technology    | <input type="checkbox"/> Lang. Other than Eng. | <input type="checkbox"/> Data Analysis | <input type="checkbox"/> Assessment                    |
| <input type="checkbox"/> Gifted & Talented      | <input type="checkbox"/> Special Education     | <input type="checkbox"/> Other         |  |
| <input type="checkbox"/> District Initiative    |  |  |  |

PARENT NAME	STUDENT NAME	PHONE NUMBER	EMAIL ADDRESS	GRADE LEVEL	CAMPUS
1 Casey Garcia	Jason & Jacob Garcia	915-261-4535			<input type="checkbox"/> ALARCON <input type="checkbox"/> BORREGO <input checked="" type="checkbox"/> SAMBRANO <input checked="" type="checkbox"/> LOYA <input type="checkbox"/> GEMS <input type="checkbox"/> SEHS
2 Yusai Arambula	Janae & Enrique Berned	915-710-3842			<input type="checkbox"/> ALARCON <input type="checkbox"/> BORREGO <input type="checkbox"/> SAMBRANO <input checked="" type="checkbox"/> LOYA <input type="checkbox"/> GEMS <input type="checkbox"/> SEHS
3 Cristina Garcia	Dangela Garcia Danizla Terrazas	915-2820541		K 8	<input type="checkbox"/> ALARCON <input type="checkbox"/> BORREGO <input type="checkbox"/> SAMBRANO <input type="checkbox"/> LOYA <input checked="" type="checkbox"/> GEMS <input type="checkbox"/> SEHS
4 Alma Sanchez	Eli D Sanchez	(915) 202-8987		5	<input type="checkbox"/> ALARCON <input checked="" type="checkbox"/> BORREGO <input type="checkbox"/> SAMBRANO <input type="checkbox"/> LOYA <input type="checkbox"/> GEMS <input type="checkbox"/> SEHS
5 Norma Arcaiza	Victorioria Castillo	(915) 940-4103			<input type="checkbox"/> ALARCON <input type="checkbox"/> BORREGO <input checked="" type="checkbox"/> SAMBRANO <input type="checkbox"/> LOYA <input type="checkbox"/> GEMS <input type="checkbox"/> SEHS
6 <del>Victoria Lopez</del> Xiomara Lopez	Victoria Lopez	915-271-2660			<input type="checkbox"/> ALARCON <input type="checkbox"/> BORREGO <input checked="" type="checkbox"/> SAMBRANO <input type="checkbox"/> LOYA <input type="checkbox"/> GEMS <input checked="" type="checkbox"/> SEHS
7 Martha Sanchez	Adriel/Javier Alvarez	150 9154071279		K 3	<input type="checkbox"/> ALARCON <input checked="" type="checkbox"/> BORREGO <input checked="" type="checkbox"/> SAMBRANO <input type="checkbox"/> LOYA <input type="checkbox"/> GEMS <input type="checkbox"/> SEHS

PARENT NAME	STUDENT NAME	PHONE NUMBER	EMAIL ADDRESS	GRADE LEVEL	CAMPUS
8 Norma Ovalle	Nobun Vazquez Caet Ovalle	915 2508752		3 9	<input checked="" type="checkbox"/> ALARCON <input type="checkbox"/> BORREGO <input type="checkbox"/> SAMBRANO <input type="checkbox"/> LOYA <input type="checkbox"/> GEMS <input checked="" type="checkbox"/> SEHS
9 Maira Diosdado	Brandon Briseida Diosdado.	(915) 851-1289		2 7	<input type="checkbox"/> ALARCON <input type="checkbox"/> BORREGO <input checked="" type="checkbox"/> SAMBRANO <input type="checkbox"/> LOYA <input checked="" type="checkbox"/> GEMS <input type="checkbox"/> SEHS
10 Cristina Lira	Rene Lira	915 (593-9073)		5to	<input checked="" type="checkbox"/> ALARCON <input type="checkbox"/> BORREGO <input type="checkbox"/> SAMBRANO <input type="checkbox"/> LOYA <input type="checkbox"/> GEMS <input type="checkbox"/> SEHS
11 Yisel Adame	Camila, Zoe, Braulio Estrada	(915) 296-0973			<input type="checkbox"/> ALARCON <input checked="" type="checkbox"/> BORREGO <input type="checkbox"/> SAMBRANO <input type="checkbox"/> LOYA <input checked="" type="checkbox"/> GEMS <input type="checkbox"/> SEHS
12					<input type="checkbox"/> ALARCON <input type="checkbox"/> BORREGO <input type="checkbox"/> SAMBRANO <input type="checkbox"/> LOYA <input type="checkbox"/> GEMS <input type="checkbox"/> SEHS
13					<input type="checkbox"/> ALARCON <input type="checkbox"/> BORREGO <input type="checkbox"/> SAMBRANO <input type="checkbox"/> LOYA <input type="checkbox"/> GEMS <input type="checkbox"/> SEHS
14					<input type="checkbox"/> ALARCON <input type="checkbox"/> BORREGO <input type="checkbox"/> SAMBRANO <input type="checkbox"/> LOYA <input type="checkbox"/> GEMS <input type="checkbox"/> SEHS
15					<input type="checkbox"/> ALARCON <input type="checkbox"/> BORREGO <input type="checkbox"/> SAMBRANO <input type="checkbox"/> LOYA <input type="checkbox"/> GEMS <input type="checkbox"/> SEHS
16					<input type="checkbox"/> ALARCON <input type="checkbox"/> BORREGO <input type="checkbox"/> SAMBRANO <input type="checkbox"/> LOYA <input type="checkbox"/> GEMS <input type="checkbox"/> SEHS
17					<input type="checkbox"/> ALARCON <input type="checkbox"/> BORREGO <input type="checkbox"/> SAMBRANO <input type="checkbox"/> LOYA <input type="checkbox"/> GEMS <input type="checkbox"/> SEHS
18		151			<input type="checkbox"/> ALARCON <input type="checkbox"/> BORREGO <input type="checkbox"/> SAMBRANO <input type="checkbox"/> LOYA <input type="checkbox"/> GEMS <input type="checkbox"/> SEHS



# Federally Funded Programs

*Public Meeting: Friday, May 23, 2025, at 9:00 a.m.*

*Presented by:*

*Elizabeth Perez, Chief Financial Officer*

*Blanca Cruz, Associate Superintendent*

*Sandra Sanchez, Career & Technology Administrator*

*April Marioni, Special Education Director*

*Gina Shutt, Business Specialist*

# Agenda

## Federally Funded Programs

- Title I, Part A - Improving Basic Program
- Title I, Part C – Education of Migratory Children
- Title I, Part C – Perkins V: Strengthening Career and Technical Education for the 21<sup>st</sup> Century
- Title II, Part A – Supporting Effective Instruction
- Title III, Part A – English Language Acquisition (ELA) & Immigrant
- Title IV, Part A- Subpart 1 Student Support and Academic Enrichment
- Special Education Grant- IDEA-B Formula and IDEA-B Preschool

# **Title I, Part A**

## **Improving Basic Programs**

### **Intent and Purpose**

- The purpose of Title I of ESSA is to provide all children significant opportunity to receive a fair, equitable, and high-quality education, and to close educational achievement gaps. Title I, Part A, supports campuses in implementing either a schoolwide program (SWP) or a targeted assistance program (TAP).

### **Intended Program Beneficiaries**

- The intended and program beneficiaries are students who experience difficulties mastering the State's challenging academic standards.

# Title I, Part A

## Improving Basic Programs

### Allowable Use of Funds

- Title I, Part A, funds must be expended for programs, activities, and strategies that are scientifically based on research and meet needs (identified in the campus' comprehensive needs assessment process) that are listed in the CIP.
- Funds may be used to increase the per-pupil amount allocated to each Title I, Part A, campus or to serve new Title I, Part A, campuses. Regardless, a campus with a lower low-income percentage may not receive a higher per-pupil allocation than a campus with a higher low-income percentage.

# Title I, Part A

## Improving Basic Programs

<b>Activities Conducted with Reserved Funds</b>	
District-wide Parental Involvement Activities	3.90%
Services to Homeless Students	1.16%
Administration of Title I, Part A Programs	16.25%
District Professional Development Activities	3.48%
Foster Care Transportation	0.05%
<b>Total Reserved Funds</b>	<b>24.84%</b>

# Title I, Part A - Improving Basic Programs

## Proposed Expenditures 2025-2026

Object Code	Description	Title I, Part A 2023-2024	Title I, Part A 2024-2025	Title I, Part A 2025-2026 *
6100	Payroll Cost - FTE's	1,551,581	1,179,694	1,169,934
		(22 FTE's)	(28 FTE's)	(28 FTE's)
6200	Professional & Contracted Services	83,710	157,296	52,968
6300	Supplies & Materials	154,184	547,878	389,157
6400	Other Operating Cost	25,713	20,571	7,316
6500	Debt Service	-	-	-
Indirect Cost		101,246	105,859	89,980
<b>Total Budgeted Cost</b>		<b>\$1,916,434</b>	<b>\$2,011,298</b>	<b>1,709,355</b>

# **Title I, Part C**

## **Education of Migratory Children**

### **Intent and Purpose**

- Support high-quality and comprehensive educational programs and services during the school year and, as applicable, during the summer or intersession periods, that address the unique educational needs of migratory children.
- Ensure that migratory children who move among the states are not penalized in any manner by disparities among the states in curriculum, graduation requirements, and state academic content and student academic achievement standards.
- Ensure that migratory children receive full and appropriate opportunities to meet the same challenging state academic standards that all children are expected to meet.

# **Title I, Part C**

## **Education of Migratory Children**

### **Continued Intent and Purpose**

- Design programs to help migratory children overcome educational disruption, cultural and language barriers, social isolation, various health-related problems, and other factors that inhibit the ability of such children to succeed in school.
- Ensure that migratory children benefit from state and local systemic reforms (ESSA Title I, Part C).

### **Intended Program Beneficiaries**

- Intended program beneficiaries are migratory children, ages 0 through 21, and their families.

# **Title I, Part C**

## **Education of Migratory Children**

### **Allowable Use of Funds**

- Recipients of MEP funds will perform all state-identified program functions, such as identification and recruitment, data collection into the NGS, and establishment of a migrant PAC.

### **Title I, Part C, Migrant Statute Requires the Following:**

- The activities and services your organization funds must align with the results of the statewide comprehensive needs assessment and the requirements of the statewide service delivery plan.
- We must first use MEP funds to meet the identified needs of migrant children that result from their migratory lifestyle and to permit these children to participate effectively in school.
- We must use MEP funds to meet the unique needs of migrant children that are not addressed by services available from other federal or nonfederal programs.

# Title I, Part C - Education of Migratory Children Proposed Expenditures 2025-2026

Object Code	Description	Title I, Part C 2023-2024	Title I, Part C 2024-2025	Title I, Part C 2025-2026 *
6100	Payroll Cost - FTE's (1)	16,889	1,461	7,652
6200	Professional & Contracted Services	8,595	22,000	4,666
6300	Supplies & Materials	5,249	1,000	9,936
6400	Other Operating Cost	6,537	2,000	3,286
6500	Debt Service	-	-	-
Indirect Cost		892	1,463	1,419
<b>Total Budgeted Cost</b>		<b>\$38,163</b>	<b>\$27,924</b>	<b>\$26,959</b>

\* 2025-2026 Proposed Expenditures are based on TEA planning amount guidance as of 05/14/25.

# Title I, Part C

## Perkins V: Strengthening Career and Technical Education for 21<sup>st</sup> Century

### Intent and Purpose

- Purpose of career and technical education (CTE) is to develop more fully the academic knowledge and technical and employability skills of secondary education students and postsecondary education students who elect to enroll in career and technical education programs and programs of study.
- LEAs must demonstrate that they are fulfilling requirements for use of funds with Perkins grant award or a combination of Perkins grant award and other funds.

### Intended Program Beneficiaries

- The intended program beneficiaries are all students in middle grades and up who express an interest in exploring various career opportunities or who wish to follow one of the LEA provided career pathways or programs of study.

# Title I, Part C

## Perkins V: Strengthening Career and Technical Education for 21<sup>st</sup> Century

### Allowable Use of Funds

**Carl Perkins funds shall be used to provide CTE programs that:**

- Develop academic knowledge and technical employability skills.
- Support CTE programs of sufficient size, scope and quality to be effective.
- Provide career exploration and career development activities;
- Provide professional development for a wide variety of CTE professionals.
- Provide within CTE the skills necessary to pursue high-skill, high-wage, or in-demand industry sectors or occupations.
- Support integration of academic skills into CTE programs.
- Plan and carry out elements that support implementation of CTE programs and programs of study that result in increased student achievement.
- Develop and implement evaluations of the activities funded by Perkins.

# Title I, Part C – Perkins V: Proposed Expenditures 2025-2026

Object Code	Description	Title I, Part C 2023-2024	Title I, Part C 2024-2025	Title I, Part C 2025-2026 *
6100	Payroll Cost	-	-	-
6200	Professional & Contracted Services	16,271	16,800	12,265
6300	Supplies & Materials	30,220	54,970	21,435
6400	Other Operating Cost	7,268	3,000	2,190
6500	Debt Service	-	-	-
6600	Capital Outlay	21,963	-	6,717
Indirect Cost		3,172	3,071	2,242
<b>Total Budgeted Cost</b>		<b>\$78,893</b>	<b>\$77,841</b>	<b>\$44,850</b>

\* 2025-2026 Proposed Expenditures are based on TEA planning amount guidance as of 05/14/25.

# **Title II, Part A**

## **Supporting Effective Instruction**

### **Intent and Purpose**

- Increase student achievement consistent with the challenging State academic standards.
- Improve the quality and effectiveness of teachers, principals, and other school leaders.
- Increase the number of teachers, principals and other school leaders who are effective in improving student academic achievement in schools.
- Provide low-income and minority students greater access to effective teachers, principals, and other school leaders.

### **Intended Program Beneficiaries**

- Intended beneficiaries are teachers, principals, and other school leaders.

# Title II, Part A

## Support Effective Instruction

### Allowable Use of Funds

- LEAs must use Title II, Part A, funds to implement one or more of the following allowable activities specifically authorized in statute:
- Developing or improving a rigorous, transparent, and fair evaluation and support system for teachers, principals, or other school leaders.
- Developing and implementing initiatives to assist in recruiting, hiring, and retaining effective teachers in high-need schools.
- Recruiting qualified individuals from other fields to become teachers, principals, or other school leaders.
- Reducing class size to a level that is evidence based and used to improve student achievement through the recruiting and hiring of additional effective teachers.
- Providing high-quality, personalized professional development that is evidence-based for teachers, instructional leadership teams, principals, or other school leaders, that is focused on improving teaching and student learning and achievement.

# Title II, Part A

## Support Effective Instruction

### Continued Allowable Use of Funds

- Developing programs and activities that increase the ability of teachers to effectively teach children with disabilities, including children with significant cognitive disabilities and English learners.
- Providing programs and activities to increase the knowledge base of teachers, principals, or other school leaders on instruction in the early grades and on strategies to measure whether young children (through age 8) are progressing.
- Providing training, technical assistance, and capacity-building to assist teachers, principals, or other school leaders with the selection, design and data analysis of assessments as tied to improving student instruction and academic achievement.
- Carrying out in-service training for school personnel to meet the mental health needs of students.
- Providing training to support the identification of students who are gifted and talented.

# **Title II, Part A**

## **Support Effective Instruction**

### **Continued Allowable Use of Funds**

- Supporting the instructional services provided by effective school library programs.
- Providing training for all school personnel regarding how to prevent and recognize child sexual abuse.
- Developing and providing professional development and other comprehensive systems of support to promote high-quality instruction and instructional leadership in science, technology, engineering, and mathematics (STEM) subjects.
- Developing feedback mechanisms to improve campus working conditions.
- Providing high-quality professional development on effective strategies to integrate rigorous academic content, career and technical education, and work-based learning (if appropriate).
- Carrying out other activities that are evidence-based.

# Title II, Part A - Supporting Effective Instruction Proposed Expenditures 2025-2026

Object Code	Description	Title II, Part A	Title II, Part A	Title II, Part A
		2023-2024	2024-2025	2025-2026 *
6100	Payroll Cost - FTE's (2)	206,057	195,634	196,071
6200	Professional & Contracted Services	6,000	-	2,114
6300	Supplies & Materials	2,907	2,300	-
6400	Other Operating Cost	4,093	11,380	4,850
6500	Debt Service	-	-	-
Indirect Cost		12,106	11,631	11,282
<b>Total Budgeted Cost</b>		<b>\$231,163</b>	<b>\$220,945</b>	<b>\$214,317</b>

\* 2025-2026 Proposed Expenditures are based on TEA planning amount guidance as of 05/14/25.

# **Title III, Part A**

## **English Language Acquisition (ELA) and Immigrant**

### **Intent and Purpose**

- Title III, Part A, provides supplemental resources to LEAs to help ensure that children who are English learners, including immigrant children and youth, attain English proficiency at high levels in academic subjects and can meet the same challenging State academic standards that all children are expected to meet.

### **Intended Program Beneficiaries**

- Intended beneficiaries are English learners, including immigrant children and youth.

# **Title III, Part A**

## **English Language Acquisition (ELA)**

### **and Immigrant**

#### **Allowable Use of Funds**

- An LEA receiving Title III, Part A, funds must use the funds to do the following:
- Increase the English proficiency of LEP children by providing high-quality language-instruction educational programs that are based on scientifically based research demonstrating the effectiveness of the programs in increasing English proficiency and student academic achievement in the core academic subjects.
- Provide effective professional development to classroom teachers (including teachers in classroom settings that are not the settings of language-instruction educational programs), principals and other school leaders, administrators, and other school or community-based organizational personnel.

# Title III, Part A – ELA and Immigrant Proposed Expenditures 2025-2026

Object Code	Description	Title III, Part A	Title III, Part A	Title III, Part A
		2023-2024	2024-2025	2025-2026 *
6100	Payroll Cost - FTE's (1)	104,623	111,307	148,944
6200	Professional & Contracted Services	4,924	12,195	7,275
6300	Supplies & Materials	80,296	40,297	5,482
6400	Other Operating Cost	4,818	5,250	970
6500	Debt Service	-	-	-
Indirect Cost (2%)		3,946	3,621	3,512
<b>Total Budgeted Cost</b>		<b>\$198,606</b>	<b>\$172,670</b>	<b>\$166,184</b>

# **Title IV, Part A, Subpart 1**

## **Student Support and Academic Enrichment**

### **Intent and Purpose**

- Title IV, Part A, Subpart 1, Student Support and Academic Enrichment grants are designed to improve the academic achievement of all students by increasing the capacity of LEAs, schools, and communities.

### **Intended Program Beneficiaries**

- Intended program beneficiaries are local education agencies that receive funds under Title I, Part A.

# **Title IV, Part A, Subpart 1**

## **Student Support and Academic Enrichment**

### **General Allowable Activities and Use of Funds**

- Well Rounded Education: Provides an enriched curriculum and educational experience to all students.
- Healthy and Safe School Environment: Improve school conditions for student learning.
- Effective Use of Data and Technology: Improve the use of technology to enhance academic outcomes and digital literacy of students.

# Title IV, Part A, Subpart 1

## Proposed Expenditures 2025-2026

Object Code	Description	Title IV, Part A	Title, IV Part A	Title, IV Part A
		2023-2024	2024-2025	2025-2026 *
6100	Payroll Cost	-	10,500	-
6200	Professional & Contracted Services	-	16,752	970
6300	Supplies & Materials	136,517	112,993	135,003
6400	Other Operating Cost	95	-	-
6500	Debt Service	-	-	-
Indirect Cost		7,549	2,861	2,775
<b>Total Budgeted Cost</b>		<b>\$144,161</b>	<b>\$143,105</b>	<b>\$138,748</b>

\* 2025-2026 Proposed Expenditures are based on TEA planning amount guidance as of 05/14/25.

# Special Education Grant

## IDEA-B Formula and IDEA-B Preschool

### Intent and Purpose:

- Specially designed instruction to students with disabilities to include instructional and related services.
- Free and appropriate public education in the least restrictive environment to all children with disabilities.

# Special Education Grant

## IDEA-B Formula and IDEA-B Preschool

### **Proposed Expenditure:**

- Employment of 10 special education teachers & 6 special education paraprofessionals.

### **Allowable Activities:**

- Include anything supplementary to general education. Maintenance of effort from state and local funds must be maintained.

# Special Education Grant IDEA-B Formula Proposed Expenditure 2025-2026

Object Code	Description	IDEA-B Formula	IDEA-B Formula	IDEA-B Formula
		2023-2024	2024-2025	2025-2026 *
6100	Payroll Cost- FTE's (15)	667,474	635,906	575,553
6200	Professional & Contracted Services	-	-	-
6300	Supplies & Materials	-	-	-
6400	Other Operating Cost	-	-	-
6500	Debt Services	-	-	-
Indirect Cost		32,768	30,212	30,297
<b>Total Budgeted Cost</b>		<b>\$700,242</b>	<b>\$666,118</b>	<b>\$605,850</b>

\* 2025-2026 Proposed Expenditures are based on TEA planning amount guidance as of 05/14/25.

# Special Education Grant IDEA-B Preschool Proposed Expenditure 2025-2026

Object Code	Description	IDEA-B Preschool 2023-2024	IDEA-B Preschool 2024-2025	IDEA-B Preschool 2025-2026 *
6100	Payroll Cost- FTE's (1)	8,620	8,265	7,858
6200	Professional & Contracted Services	-	-	-
6300	Supplies & Materials	-	-	-
6400	Other Operating Cost	-	-	-
6500	Debt Services	-	-	-
Indirect Cost		461	423	413
<b>Total Budgeted Cost</b>		<b>\$9,081</b>	<b>\$8,688</b>	<b>\$8,271</b>

\* 2025-2026 Proposed Expenditures are based on TEA planning amount guidance as of 05/14/25.

# Questions?



**Blanca Cruz**  
**Associate**  
**Superintendent**  
**915-872-3900**  
**Ext. 3562**  
**[bcruz@seisd.net](mailto:bcruz@seisd.net)**

**Sandra Sanchez**  
**Career & Technology**  
**Administrator**  
**915-872-3900 Ext. 3844**  
**[ssanchez@seisd.net](mailto:ssanchez@seisd.net)**

**Elizabeth Perez**  
**Chief Financial Officer**  
**915-872-3900**  
**Ext. 3533**  
**[eperez@seisd.net](mailto:eperez@seisd.net)**

**April Marioni**  
**Special Education**  
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# Programas Financiados Federalmente

*Reunión pública: Viernes, 23 de mayo del 2025 a 9:00 a.m.*

*Presentado por:*

*Elizabeth Perez, directora financiera*

*Blanca Cruz, Superintendente Asociado*

*Sandra Sanchez, Administrador de Programas de Educación de Carreras Técnicas*

*April Marioni, directora de Programa de Educación Especial*

*Gina Shutt, especialista en negocios*

# Agenda

## Programas Financiados Federalmente

- Título I, Parte A – Mejorando el programa básico
- Título I, Parte C – Educación de niños migrantes
- Título I, Parte C – Perkins V: fortalecimiento de las carreras y educación técnica para el siglo XXI
- Título II, Parte A – Apoyando la instrucción eficaz
- Título III, Parte A – Adquisición del idioma inglés (ELA) e inmigrante
- Título IV, Parte A – Subparte 1 Apoyo estudiantil y enriquecimiento académico
- Beca de Educación Especial – IDEA B-formula e IDEA-B Preescolar

# Título I, Parte A

## Mejoramiento de Programas Básicos

### Intención y Propósito

- El propósito del Título I de ESSA es brindar a todos los niños oportunidades significativas de recibir una educación justa, equitativa y de alta calidad, y cerrar las brechas de rendimiento educativo. El Título I, Parte A, apoya a las escuelas en la implementación de un programa para toda la escuela (SWP) o un programa de asistencia específica (TAP).

### Beneficiarios del programa previsto

- Los beneficiarios previstos y del programa son los estudiantes que experimentan dificultades para dominar los estándares de rendimiento académico del estado.

# Título I, Parte A

## Mejoramiento de Programas Básicos

### Uso permitido de fondos

- Los fondos del Título I, Parte A, se deben gastar para programas, actividades y estrategias que se basan científicamente en la investigación y satisfacen las necesidades (identificadas en el proceso de evaluación integral de necesidades de las escuelas) que se enumeran en el plan escolar CIP.
- Los fondos se pueden usar para aumentar la cantidad por alumno asignada a cada escuela del Título I, Parte A, o para prestar servicios a nuevas escuelas del Título I, Parte A. Sin embargo, una escuela con un porcentaje de bajos ingresos más bajo no puede recibir una asignación más alta por alumno que una escuela con un porcentaje más alto de bajos ingresos.

# Título I, Parte A

## Mejoramiento de Programas Básicos

<b>Actividades realizadas con fondos reservados</b>	
Actividades de participación de los padres en todo el distrito	3.90%
Servicios para estudiantes sin hogar	1.16%
Administración de Programas Título I, Parte A	16.25%
Actividades de Desarrollo Profesional del Distrito	3.48%
Transportación para estudiantes de cuidado y respaldo (crianza temporal)	0.05%
<b>Total de fondos reservados</b>	<b>24.84%</b>

# Título I, Parte A

## Mejoramiento de Programas Básicos

### Presupuesto Gastos Propuestos 2025-2026

Código de objeto	Descripción	Título I, Parte A 2023-2024	Título I, Parte A 2024-2025	Título I, Parte A 2025-2026 *
6100	Costo de nómina- FTE's	1,551,581	1,179,694	1,169,934
		(22 FTE's)	(28 FTE's)	(28 FTE's)
6200	Servicios profesionales y contratados	83,710	157,296	52,968
6300	Suministros y materiales	154,184	547,878	389,157
6400	Otros costos de operación	25,713	20,571	7,316
6500	Servicios de deuda	-	-	-
Costo Indirecto		101,246	105,859	89,980
<b>Costo total presupuestado</b>		<b>\$1,916,434</b>	<b>\$2,011,298</b>	<b>1,709,355</b>

# Título I, Parte C

## Educación de Niños Migrantes

### Intento y propósito

- Apoyar programas y servicios educativos integrales y de alta calidad durante el año escolar, según corresponda, durante el verano o los períodos entre sesiones, que aborden las necesidades educativas únicas de los niños migrantes.
- Asegurar que los niños migrantes que se mueven entre los estados no sean penalizados de ninguna manera por las disparidades entre los estados en el plan de estudios, los requisitos de graduación y el contenido académico estatal y los estándares de rendimiento académico de los estudiantes.
- Asegurar que los niños migrantes reciban oportunidades completas y apropiadas para cumplir con los mismos estándares académicos estatales desafiantes que se espera que cumplan todos los niños.

# Título I, Parte C

## Educación de Niños Migrantes

### **Continuación de intento y propósito**

- Diseñar programas para ayudar a los niños migrantes a superar la interrupción educativa, las barreras culturales y lingüísticas, el aislamiento social, varios problemas relacionados con la salud y otros actores que inhiben la capacidad de dichos niños para tener éxito en la escuela.
- Asegurar que los niños migrantes se beneficien de las reformas sistémicas estatales y locales (ESSA Título I, Parte C).

### **Beneficiarios previstos del programa**

- Los beneficiarios previstos del programa son los niños migrantes, de 0 a 21 años, y sus familias.

# Título I, Parte C

## Educación de Niños Migrantes

### Uso permitido de fondos

- Los destinatarios de fondos del MEP realizarán todas las funciones del programa identificadas por el estado, como la identificación y el reclutamiento, la recopilación de datos en el NGS y el establecimiento de un PAC (un concilio de padres) migrante.

### Título I, Parte C, el estatuto migratorio requiere lo siguiente:

- Las actividades y servicios que financia su organización deben alinearse con los resultados de la evaluación integral y los requisitos del plan de presentación de servicios a nivel estatal.
- Primero debemos usar los fondos del MEP para satisfacer las necesidades identificadas de los niños migrantes que resultan de su estilo de vida migratorio y para permitir que los niños participen de manera efectiva en la escuela.
- Debemos utilizar los fondos del MEP para satisfacer las necesidades únicas de los niños migrantes que no son abordadas por los servicios disponibles de otros programas federales o no federales.

# Título I, Parte C

## Educación de Niños Migrantes

### Presupuesto Gastos Propuestos 2025-2026

Código de Objeto	Descripción	Título I, Parte C 2023-2024	Título I, Parte C 2024-2025	Título I, Parte C 2025-2026 *
6100	Costo de nómina- FTE's (1)	16,889	1,461	7,652
6200	Servicios profesionales y contratados	8,595	22,000	4,666
6300	Suministros y materiales	5,249	1,000	9,936
6400	Otros costos de operación	6,537	2,000	3,286
6500	Servicios de deuda	-	-	-
Costo Indirecto		892	1,463	1,419
<b>Costo total presupuestado</b>		<b>\$38,163</b>	<b>\$27,924</b>	<b>\$26,959</b>

\* Los gastos propuestos para 2025-2026 se basan en la guía de montos de planificación de la TEA al 14/05/25.

# Título I, Parte C

## Perkins V: fortalecimiento de las carreras y educación técnica para el siglo XXI

### Intención y propósito

- El propósito de la educación profesional y técnica (CTE) es desarrollar más plenamente el conocimiento académico y las habilidades técnicas y de empleabilidad de los estudiantes de educación secundaria y los estudiantes de educación postsecundaria que eligen inscribirse en la educación profesional y técnica programas y programas de estudio.
- Las LEAs deben demostrar que cumplen con los requisitos para el uso de fondos con el Premio de subvención Perkins o una combinación de la subvención Perkins y otros fondos.

### Beneficiarios del programa previstos

- Los beneficiarios del programa previstos son todos los estudiantes en grados medios y los estudiantes que expresan un interés en la exploración de varias oportunidades de carrera o que deseen seguir una de las LEA proporcionó trayectorias profesionales o programas de estudio.

# Título I, Parte C

## Perkins V: fortalecimiento de las carreras y educación técnica para el siglo XXI

### Uso permitido de fondos

#### Los fondos se utilizarán para proporcionar programas CTE que:

- Desarrollar conocimientos académicos y habilidades técnicas de empleabilidad.
- Apoyar programas CTE de tamaño, alcance y calidad suficientes para ser efectivos.
- Proporcionar actividades de exploración profesional y desarrollo profesional.
- Proporcionar desarrollo profesional para una amplia variedad de profesionales del CTE.
- Proveer dentro de la CTE las habilidades necesarias para perseguir sectores o ocupaciones de alta cualificación, altos salarios o en la demanda.
- Apoyar la integración de las habilidades académicas en los programas CTE.
- Planear y llevar a cabo elementos que apoyen la implementación de programas y programas de estudio del CTE que resulten en un mayor logro estudiantil.
- Desarrollar e implementar evaluaciones de las actividades financiadas por el programa.

# Título I, Parte C - Perkins V: Presupuesto Gastos Propuestos 2025-2026

Código de Objeto	Descripción	Título I, Parte C 2023-2024	Título I, Parte C 2024-2025	Título I, Parte C 2025-2026 *
6100	Costo de nómina	-	-	-
6200	Servicios profesionales y contratados	16,271	16,800	12,265
6300	Suministros y materiales	30,220	54,970	21,435
6400	Otros costos de operación	7,268	3,000	2,190
6500	Servicios de deuda	-	-	-
6600	Gastos de capital	21,963	-	6,717
Costo Indirecto		3,172	3,071	2,242
<b>Costo total presupuestado</b>		<b>\$78,893</b>	<b>\$77,841</b>	<b>\$44,850</b>

# Título II, Parte A

## Apoyando la Instrucción Eficaz

### Intención y propósito

- Aumentar el rendimiento estudiantil de acuerdo con los exigentes estándares académicos estatales.
- Mejorar la calidad y eficacia de los maestros, directores y otros líderes escolares.
- Aumentar el número de maestros, directores y otros líderes escolares que son efectivos en mejorar el rendimiento académico de los estudiantes en las escuelas.
- Proporcionar a los estudiantes de minorías y de bajos ingresos un mayor acceso a maestros, directores y otros líderes escolares eficaces.

### Beneficiarios del programa previsto

- Los beneficiarios previstos son maestros, directores, y otros líderes escolares.

# Título II, Parte A

## Apoyando la Instrucción Eficaz

### Uso permitido de fondos

- Las LEA deben usar los fondos Título II, Parte A, para implementar una o más de las siguientes actividades permitidas específicamente autorizadas en el estatuto.
- Desarrollar o mejorar un sistema de apoyo y evaluación riguroso, transparente y justo para maestros, directores u otros líderes escolares.
- Desarrollar e implementar iniciativas para ayudar a reclutar, contratar y retener maestros efectivos en escuelas de alta necesidad.
- Reclutar personas calificadas de otros campos para que se conviertan en maestros, directores u otros líderes escolares.
- Reducir el tamaño de la clase en un nivel que se base en la evidencia y se utilice para mejorar el rendimiento de los estudiantes mediante el reclutamiento y la contratación de maestros efectivos adicionales.
- Brindar desarrollo profesional personalizado y de alta calidad basado en evidencia para maestros, equipos de liderazgo educativo, directores u otros líderes escolares, que se centre en mejorar la enseñanza y el aprendizaje y el rendimiento de los estudiantes.

# Título II, Parte A

## Apoyando la Instrucción Eficaz

### Continuación del uso permitido de fondos

- Desarrollar programas y actividades que aumenten la capacidad de los maestros para enseñar eficazmente a los niños con discapacidades cognitivas importantes y los estudiantes de inglés.
- Proporcionar programas y actividades para aumentar la base de conocimientos de los maestros, directores u otros líderes escolares sobre la instrucción en los primeros grados y las estrategias para medir si los niños pequeños (hasta los 8 años) están progresando.
- Brindar capacitación asistencia técnica y desarrollo de capacidades para ayudar a los maestros, directores u otros líderes escolares con la selección, diseño y análisis de datos de evaluaciones vinculadas a mejorar a instrucción y el rendimiento académico de los estudiantes.
- Realización de capacitación en servicio para el personal escolar para satisfacer las necesidades de salud mental de los estudiantes.
- Proporcionar capacitación para <sup>197</sup>apoyar la identificación de estudiantes dotados y talentosos.

# Título II, Parte A

## Apoyando la Instrucción Eficaz

### Continuación del uso permitido de fondos

- Apoyar los servicios educativos proporcionados por programas eficaces de biblioteca escolar.
- Proporcionar capacitación a todo el personal de la escuela sobre cómo prevenir y reconocer el abuso sexual infantil.
- Desarrollar y proporcionar desarrollo profesional y otros sistemas integrales de apoyo para promover instrucción de alta calidad y liderazgo instructivo en materias de ciencia, tecnología, y matemáticas (STEM).
- Desarrollo mecanismos de retroinformación para mejorar las condiciones de trabajo en las escuelas.
- Proporcionar desarrollo profesional de alta calidad sobre estrategias efectivas para integrar contenido académico riguroso, educación técnica y profesional y aprendizaje basado en el trabajo (si corresponde).
- Realización de otras actividades basadas en evidencias.

# Título II, Parte A

## Apoyando la Instrucción Eficaz

### Presupuesto Gastos Propuestos 2025-2026

Código de Objeto	Descripción	Título II, Parte A	Título II, Parte A	Título II, Parte A
		2023-2024	2024-2025	2025-2026 *
6100	Costo de nómina- FTE's (2)	206,057	195,634	196,071
6200	Servicios profesionales y contratados	6,000	-	2,114
6300	Suministros y materiales	2,907	2,300	-
6400	Otros costos de operación	4,093	11,380	4,850
6500	Servicios de deuda	-	-	-
Costo Indirecto		12,106	11,631	11,282
<b>Costo total presupuestado</b>		<b>\$231,163</b>	<b>\$220,945</b>	<b>\$214,317</b>

\* Los gastos propuestos para 2025-2026 se basan en la guía de montos de planificación de la TEA al 14/05/25.

# Título III, Parte A

## Adquisición del idioma inglés (ELA) e Inmigrante

### Intención y propósito

- Título III, Parte A proporciona recursos suplementarios a las agencias locales de educación para ayudar a garantizar que los niños que aprenden inglés incluidos los niños jóvenes inmigrantes alcancen el dominio del inglés en niveles altos en materias académicas y puedan cumplir con los mismos estándares académicos estatales desafiantes que se espera de todos los niños.

### Beneficiarios previstos del program

- Los beneficiarios previstos son los estudiantes de inglés, incluidos los niños y jóvenes inmigrantes.

# Título III, Parte A

## Adquisición del idioma inglés (ELA) e Inmigrante

### Uso permitido de fondos

- Una agencia local de educación (LEA) que recibe fondos del Título III, Parte A, debe usar los fondos para hacer lo siguiente:
- Aumentar el dominio del inglés de los niños LEP al proporcionar programas educativos de alta calidad basados en investigaciones científicas que demuestren la efectividad de los programas para aumentar el dominio del inglés y el rendimiento académico de los estudiantes en las asignaturas académicas principales.
- Proporcionar desarrollo profesional de alta calidad a los maestros (incluidos los maestros en las aulas que no son la configuración de los programas educativos de instrucción de idiomas), directores, administradores y otro personal de la organización basado en la escuela o la comunidad, que cumple con lo siguiente.

# Título III, Parte A - ELA e Inmigrante

## Presupuesto Gastos Propuestos 2025-2026

Código de Objeto	Descripción	Título III, Parte A	Título III, Parte A	Título III, Parte A
		2023-2024	2024-2025	2025-2026 *
6100	Costo de nómina- FTE's (1)	104,623	111,307	148,944
6200	Servicios profesionales y contratados	4,924	12,195	7,275
6300	Suministros y materiales	80,296	40,297	5,482
6400	Otros costos de operación	4,818	5,250	970
6500	Servicios de deuda	-	-	-
Costo Indirecto (2%)		3,946	3,621	3,512
<b>Costo total presupuestado</b>		<b>\$198,606</b>	<b>\$172,670</b>	<b>\$166,184</b>

# **Título IV, Parte A, Subparte 1**

## **Apoyo estudiantil y enriquecimiento académico**

### **Intento y propósito**

- Las subvenciones Título IV, Parte A, Subparte 1, Apoyo estudiantil y Enriquecimiento académico están diseñadas para mejorar el rendimiento académico de todos los estudiantes al aumentar la capacidad de las LEA, escuelas y comunidades.

### **Beneficiarios del programa previsto**

- Los beneficiarios previstos del programa son agencias locales de educación que reciben fondos bajo el Título I, Parte A.

# **Título IV, Parte A, Subparte 1**

## **Apoyo estudiantil y enriquecimiento académico**

### **Actividades generales permitidas y uso de fondos**

- Educación bien redondeada/completa: proporcionar a todos los estudiantes acceso a una educación integral.
- Ambiente escolar sano y seguro: mejorar las condiciones escolares para el aprendizaje de los estudiantes.
- Uso efectivo de datos y tecnología: mejorar el uso de la tecnología para mejorar los resultados académicos y la alfabetización digital de los estudiantes.

# Título IV, Parte A, Subparte 1

## Presupuesto Gastos Propuestos 2025-2026

Código de Objeto	Descripción	Título IV, Parte A	Título IV, Parte A	Título IV, Parte A
		2023-2024	2024-2025	2025-2026 *
6100	Costo de nómina	-	10,500	-
6200	Servicios profesionales y contratados	-	16,752	970
6300	Suministros y materiales	136,517	112,993	135,003
6400	Otros costos de operación	95	-	-
6500	Servicios de deuda	-	-	-
Costo Indirecto		7,549	2,861	2,775
<b>Costo total presupuestado</b>		<b>\$144,161</b>	<b>\$143,105</b>	<b>\$138,748</b>

# Beca de Educación Especial

## IDEA-B formula e IDEA-B preescolar

### Intento y propósito:

- Instrucciones especialmente diseñadas para que los estudiantes con discapacidades incluyan servicios instructivos y relacionados.
- Educación pública gratuita y apropiada en el entorno menos restrictivo para todos los niños con discapacidades.

# Beca de Educación Especial

## IDEA-B formula e IDEA-B preescolar

### **Gastos propuestos:**

- Empleo de 10 profesores de educación especial y 6 para profesionales de educación especial.

### **Uso permitido de fondos:**

- Las actividades permitidas incluyen cualquier cosa complementaria a la educación general. Se debe mantener el esfuerzo de mantenimiento de los fondos estatales y locales.

# Beca de Educación Especial IDEA-B formula

## Presupuesto Gastos Propuestos 2025-2026

Código de Objeto	Descripción	IDEA-B Formula	IDEA-B Formula	IDEA-B Formula
		2023-2024	2024-2025	2025-2026 *
6100	Costo de nomina FTE's (15)	667,474	635,906	575,553
6200	Servicios profesionales y contratados	-	-	-
6300	Suministros y materiales	-	-	-
6400	Otros costos de operación	-	-	-
6500	Servicios de deuda	-	-	-
Costo Indirecto		32,768	30,212	30,297
<b>Costo total presupuestado</b>		<b>\$700,242</b>	<b>\$666,118</b>	<b>\$605,850</b>

# Beca de Educación Especial IDEA-B preescolar Presupuesto Gastos Propuestos 2025-2026

Código de Objeto	Descripción	IDEA-B Preschool 2023-2024	IDEA-B Preschool 2024-2025	IDEA-B Preschool 2025-2026 *
6100	Costo de nomina- FTE's (1)	8,620	8,265	7,858
6200	Servicios profesionales y contratados	-	-	-
6300	Suministros y materiales	-	-	-
6400	Otros costos de operación	-	-	-
6500	Servicios de deuda	-	-	-
Costo Indirecto		461	423	413
<b>Costo total presupuestado</b>		<b>\$9,081</b>	<b>\$8,688</b>	<b>\$8,271</b>

\* Los gastos propuestos para 2025-2026 se basan en la guía de montos de planificación de la TEA al 14/05/25.

# ¿ Preguntas ?



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## MEMORANDUM

**To:** Members of the Board of Trustees  
**From:** Elizabeth Perez, Chief Financial Officer  
**Subject:** Federally Funded Positions 2025-2026  
**Date:** June 18, 2025

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**HISTORY:** The district receives monetary assistance from the Federal Government which is supplemental to the district's operating budget. These funds are used to fund various instructional programs and positions, which would not be possible in the absence of federal funding. The grants received include: Child Nutrition Grant; Title I, Part A; Title I, Part C; Title II, Part A; Title III, Part A; IDEA-B; IDEA-B Pre-K; and Carl T. Perkins.

**RATIONALE:** The positions list provided are positions that are funded with federal funds and are supplemental to the overall educational program. All federally funded positions must be approved by the respective grant.

**BUDGET IMPACT:** As per assigned pay grade - Federally Funded

**ADMINISTRATIVE RECOMMENDATION:** None needed; this report is for information purposes only.

**Please check one:**     For approval     Report / Information only     Recognition only

*San Elizario ISD's mission is to graduate students with skills to meet the demands of a changing world by promoting student success as non-negotiable, channeling resources to match learning needs of students, employ and retain a quality staff so that San Elizario is a proud, innovative and academically superior district*

**Position Account Listing As of: May 14, 2025**

<b>Fund</b>	<b>Entitlement Name</b>	<b>Role Name</b>
211	Title I, Part A	Aide-Library Elementary
211	Title I, Part A	Aide-Title I
211	Title I, Part A	Autism Specialist
211	Title I, Part A	Campus Career and College Readiness Specialist
211	Title I, Part A	Campus Instructional Specialist-Elementary
211	Title I, Part A	Librarian
211	Title I, Part A	Librarian-High School
211	Title I, Part A	Officer-Instructional
211	Title I, Part A	Parent Liaison
211	Title I, Part A	Social Worker
211	Title I, Part A	Speech Language Pathologist
211	Title I, Part A	Teacher-Elementary
211	Title I, Part A	Teacher-High School
224	IDEA-B Formula	Aide-Special Ed II
224	IDEA-B Formula	Teacher-Elementary Special Education
224	IDEA-B Formula	Teacher-High School Special Education
224	IDEA-B Formula	Teacher-Middle School Special Education
225	IDEA-B Preschool	Aide-Special Ed II
255	Title II, Part A	Officer-Instructional
263	Title III, Part A	Officer-Instructional

# SAVE THE DATES

## **FAR WEST TEXAS SCHOOL BOARDS ASSOCIATION MEETING**

*TOPICS: ONBOARDING NEW BOARD MEMBERS, ACCOUNTABILITY, SAFETY, MENTAL HEALTH*

SATURDAY, NOVEMBER 16, 2024

8:30 A.M.— 4:30 P.M.

PASO DEL NORTE CONFERENCE ROOM 1 & 2

BREAKFAST AND LUNCH WILL BE PROVIDED

## **FAR WEST TEXAS SCHOOL BOARDS ASSOCIATION MEETING**

*TOPICS: TEAM BUILDING-TEAM OF 8*

THURSDAY, FEBRUARY 27, 2025

5:30 P.M.— 8:30 P.M.

STARLIGHT EVENT CENTER—SCENIC DRIVE ROOM

DINNER WILL BE PROVIDED

## **FAR WEST TEXAS SCHOOL BOARDS ASSOCIATION SPRING WORKSHOP**

*TOPICS: TBD*

TUESDAY, MAY 6, 2025

5:00 — 9:00 P.M.

PASO DEL NORTE CONFERENCE ROOM 1 & 2

DINNER WILL BE PROVIDED

## **FAR WEST TEXAS SCHOOL BOARDS ASSOCIATION MEETING**

*TOPICS: TBD*

THURSDAY, JULY 12, 2025

TIME AND LOCATION TBD



# txEDCON25

Sept. 11-14 at the George R. Brown Convention Center, Houston, TX.



# 2025 MASBA NATIONAL CONFERENCE

Oct 2, 2025 - Oct 3, 2025

The Westin Riverwalk, San Antonio





## Save the Date — Registration & Housing Opens August 2025

This national event that brings together education leaders from across the country, offering a unique opportunity to learn about best governance practices, gain insights into child development, and explore cutting-edge programs and technology to enrich student learning. Join us in San Antonio for an empowering experience of national school board leadership learning and networking with like-minded professionals.