



## BOARD BUSINESS MEETING

**Monday, December 11, 2023**

**5:30 PM**

**Board Room**

**514 W. Quincy Street  
San Antonio, TX 78212**

### AGENDA

#### 1. Meeting Called to Order

A. Roll Call of Board Members Present and Declaration of Quorum Present \_\_\_\_\_

Absent \_\_\_\_\_

1. Mrs. Christina Martinez
2. Ms. Alicia Sebastian
3. Mr. Arthur Valdez
4. Mr. Ed Garza
5. Ms. Leticia Ozuna
6. Mrs. Sarah Sorensen
7. Mrs. Stephanie Torres

B. Recording of Superintendent Present

1. Dr. Jaime Aquino

C. Pledge of Allegiance to the U. S. Flag

D. Salute to the Texas Flag - "Honor the Texas Flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible."

E. Citizens' Presentations - 60-minute total time limit for this item

#### 2. Governance

A. Approval of an Amendment to the District's Code of Ethics related to Section 1.4, Clarifying Reference to the Board's Operating Procedures 4

#### 3. Consent Agenda

A. Ratification of Naming of the Athletic Field at Harris Middle School to "Moszee Field" 10

### BOARD OF TRUSTEES

Alicia Sebastian | PRESIDENT

Jacob Ramos | SECRETARY

Stephanie Torres | TRUSTEE

Mike Villarreal, Ph.D. | TRUSTEE

Christina Martinez | VICE PRESIDENT

Ed Garza | TRUSTEE

Arthur V. Valdez | TRUSTEE

Jaime R. Aquino, Ph.D. | SUPERINTENDENT



B. Approval of the Grievance Process Review as Recommended by the Audit Committee	12
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D. Approval of the Clinical Student Internship Agreement (Agreement) Between SAISD and The University of West Florida Services	16
E. Approval of the Educational Program Affiliation Agreement (Agreement) Between SAISD and the University of Texas Rio Grande Valley	25
F. Approval of the Memorandum of Understanding (MOU) Between SAISD and Louisiana State University	31
G. Approval of Monthly Budget Reports and Amendments for December 2023	38
H. Approval of Procurement Services' Recommendations for Bids, Proposals, and Awards	46
I. Approval of Minutes for the following meetings:	
1. November 9, 2023 Special Board Meeting	80
2. November 13, 2023 Board Business Meeting	82
<b>4. Closed Session</b>	
A. The Board will convene in Closed Session as authorized by the Texas Government Code Chapter 551, et. Seq. (TGC 551.071, TGC 551.072, TGC 551.074, and TGC 551.076)	
1. Deliberation regarding the purchase, exchange, lease or value of real estate, including legal issues on the acquisition process. (TGC 551.071 and TGC 551.072)	
2. Deliberation regarding personnel matters, including but not limited to employment, duties, discipline, reassignment, resignation, retirement, reclassification, and dismissal of an employee. (TGC 551.071 and TGC 551.074)	
3. Consultation with legal counsel and discussion regarding pursuing sanctions against educators who have abandoned their contract pursuant to TEC 21.210 and 19 TAC 249.14. (TGC 551.071 and TGC 551.074)	
4. Consultation with Superintendent and discussion regarding the hiring of the candidates for the position of Assistant Superintendent, Family and Community Engagement subject to the Superintendent's authority to reassign. (TGC 551.074)	
5. Approval of termination of probationary contract teacher(s) for good cause pursuant to TEC 21.104 (TGC 551.071 and TGC 551.074)	
6. Consultation with Superintendent and discussion regarding application to Texas Education Agency for a one year Certification Waiver for Principal as Instructional Leader (TGC 551.074)	

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Christina Martinez | VICE PRESIDENT      Ed Garza | TRUSTEE      Arthur V. Valdez | TRUSTEE      Jaime R. Aquino, Ph.D. | SUPERINTENDENT



- 7. Consultation with legal counsel and discuss and consider Superintendent’s evaluation and employment contract. (TGC 551.071 & TGC 551.074)
- 8. Consultation with legal counsel regarding a billing dispute and mediation issues with AT&T (TGC 551.071)
- 9. Consultation with legal counsel and discussion regarding a security audit for the District. (TGC 551.071 and TGC 551.076)
- 10. Consultation with legal counsel on legal issues related to the audit plan and related audit matters. (TGC 551.071)
- 11. Consultation with legal counsel regarding pending litigation related to face covering and vaccination requirements. (TGC 551.071)
- 12. Consultation with legal counsel regarding contractual and legal issues related to 1882 partnerships. (TGC 551.071)
- B. The Board will reconvene in Open Session and take appropriate action on items discussed in Closed Session.
- 5. Adjournment
  - A. Adjournment

**NOTICE:**

- 1. The Board may go into executive session at any time during the meeting for personnel, real estate, security, school children, negotiated contracts for prospective gifts or donations, consultation and/or legal issues, or as otherwise permitted under the Open Meetings Act, as set out in Subchapter 551 of Title 5 of the Texas Government Code.
- 2. Recess: The Board of Trustees may recess the meeting at any time and reconvene the meeting within 24 hours. The reconvened meeting will occur at the same location as the original meeting and will address the original agenda without the need for reposting.

Any individual in need of services for the visually-impaired, the hearing-impaired, and/or non-English speakers should call the Board Services Office at (210) 554-2289 by 12:00 p.m. on the date of the meeting.

**BOARD OF TRUSTEES**



Alicia Sebastian   PRESIDENT	Jacob Ramos   SECRETARY	Stephanie Torres   TRUSTEE	Mike Villarreal, Ph.D.   TRUSTEE
Christina Martinez   VICE PRESIDENT	Ed Garza   TRUSTEE	Arthur V. Valdez   TRUSTEE	Jaime R. Aquino, Ph.D.   SUPERINTENDENT

## SAISD BOARD AGENDA SUMMARY FORM

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**AGENDA TITLE:** Approval of an Amendment to the District’s Code of Ethics related to Section 1.4, Clarifying Reference to the Board’s Operating Procedures

**PURPOSE:**         PRESENTATION/DISCUSSION  
                          DISCUSSION/ACTION

**REQUESTED BY:** Christina Martinez, Board President

**PRESENTER:**        Christina Martinez

**MEETING DATE:** December 11, 2023

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### **I. DESCRIPTION OF ITEM FOR DISCUSSION AND/OR APPROVAL**

On September 18, 2023, the Board of Trustees approved four amendments to the District’s Code of Ethics. They were, an affirmation of receipt and understanding of the contents of the code of ethics, a commitment not to give operational advice or instruction to staff members, a commitment to represent student interests district-wide and not act provincially as to students in each of the trustee’s single member districts, and that trustees recuse and abstain from matters involving individual or organizations that have contributed to the trustees’ electoral campaigns.

At the October 16, 2023 meeting, the Board discussed the Board’s Quarterly Self-Assessment. This last amendment caused concern because of the onerous effect it imposes on all Trustees and especially Trustees who have received political contributions when serving in other elected offices.

An amendment was developed to provide more specificity and reflective of the reality of political contributions while at the same time maintaining and respecting the intent of the amendment.

At the November 13, 2023 meeting, the Board further amended the political contributions provisions of the District’s Code of Ethics by requesting that the paragraph found in (C)(1)(A)(1) titled, Political Contribution Prohibition for the Term of a Contract, be removed. The Board further directed that the language in (C)(1)(B), titled, Individuals who or Entities that Seek to Hold District Contracts, be amended to conform the District’s “no contact” prohibitions in the existing terms and conditions in all solicitations for goods and services. The requested amendments have been made to this most current and attached proposed amendment to the District’s Code of Ethics.

Attached are the proposed amendments to the District’s Code of Ethics as they pertain to political contributions. The proposed amendments track certain aspects of the City of San Antonio’s Political Contributions Finance Code, but not all. Secondly, the City of San Antonio is statutorily empowered with certain policing powers that an independent school district does not have.

The proposed language that drafted must by necessity go beyond applicability to sitting trustees but must also include candidates to the position of trustee and political action committees.

Otherwise, only trustees would be subject to the rule established by this amendment and leave open and available prohibited political contributions to candidates and political action committees.

The amendments attached apply to three provisions of the District’s Code of Ethics. The first part is the amend to the section of the District’s Code of Ethics that requires recusal, declaration and abstention by trustees of action taken in support of a pending contract where the proposer has made political contributions to the trustee. It also addresses sanctions if the trustee fails to recuse, declare and abstain, as required by the Code of Ethics, in applicable circumstances. By necessity, this amendment also addresses the conduct of individuals and entities who currently hold a contract or are applying to obtain a contract with the District and the consequences of making prohibited political contributions to sitting trustees, candidates running for election to a seat on the board and to political action committees that make contributions to support or oppose candidates, notwithstanding whether the candidate is an incumbent or one running to challenge and incumbent or to fill a vacant school board seat.

The second provision is an amendment to the Definitions section of the District Code of Ethics. A section of definitions was developed to provide clarity as to the new terms introduced in the first provision.

The third provision is a technical amendment to bring the inline and incorporate the first provision above, with the existing section of the District’s Code of Ethics requiring recusal, declaration and abstention where conflicts exist for Trustees.

## **II. RECOMMENDATION AND/OR ALTERNATIVES CONSIDERED**

Be it resolved that the Board approve the amendments to the Code of Ethics as presented.

## **III. BUDGET CODE NUMBER, DESCRIPTION AND AMOUNT**

N/A

## **IV. 2023 - 2024 DISTRICT GOALS/GUARDRAILS (CHECK ALL THAT APPLY)**

- Improve Reading and Writing Outcomes for all Students** - We will increase the percentage of all students who are Meets grade level in reading across all grades from 35% in August 2022, to 50% in August 2027.
- Improve Math Outcomes for Black Students** - We will increase the percentage of Black students who are Meets grade level in math across all grades from 16% in August 2022, to 50% in August 2027.
- Improve College Readiness for Students with Disabilities** - We will increase the percentage of students with IEPs receiving instruction and services in the general education setting who meet the TSI College-Ready Standard in reading and math from 4% in August 2022, to 30% in August 2027.
- Improve Social Emotional Readiness in all Students** - We will increase by 25% the percentage of all students who meet the “to be determined” SAISD Standard for Social Emotional Readiness from the August 2024 baseline, to baseline +25% in August 2027.

**The following Board Guardrails were designed to represent the community values that must be protected while in pursuit of the Board Goals. (CHECK ALL THAT APPLY)**

- Embrace Our Community** - The Superintendent will not implement major decisions of the board without authentic community engagement, including students, staff, families, and community.
- Support Excellent Schools in Every Neighborhood** - The Superintendent will not allow any neighborhood to be without a high-quality school.
- Create Safe Environments** - The Superintendent will not allow students, staff, and families to learn and work in an environment that is not physically and emotionally safe.
- Ensure Equitable Funding** - The Superintendent will not allow any school to be funded at a level that is inadequate to produce transformational learning in all students.

**AMENDMENTS TO THE CODE OF ETHICS**  
**POLITICAL CONTRIBUTIONS**

**PART 1.**

Section 1.4 is amended by deleting subsection (1) of section (c) and replacing it with the following language:

1.4 Gifts.

(c) Campaign contribution exception. The general rule stated in Subsection (a) does not apply to a campaign contribution made pursuant to the Texas Election Code.

~~(1) Board Members are required to recuse from discussion and abstain from voting on matters involving individuals who or organizations that have made campaign contributions to them.~~

**(1) Prohibited Political Campaign Contributions to Trustees.**

**A. Individuals Who or Entities That Hold District Contracts.**

**1. Pre-and-Post Political Contribution Election Cycle.**

Individuals or entities that hold a contract with the district may not make a political campaign contribution to a sitting trustee or a candidate for a position on the District's school board or a political action committee that support or oppose a sitting trustee or candidates for a position on the District's board of trustees during the pre-election contribution cycle. The pre-election contribution cycle begins on July 1, of the calendar year before the date of the general trustee election and ends on the day after the general trustee election. The pre-election cycle for a special election begins on the day the election is called and ends on the day after the special trustee election.

Political contributions are permitted by individuals who or entities that have a contract with the district to sitting trustees during the post-elections cycle that begins on the day after the general or special trustee election and ends on June 30 of the calendar year before the next general trustee election.

**B. Individuals Who or Entities That Seek to Hold District Contracts.**

An individual or entity seeking a discretionary contract with the District is prohibited from making a political contribution to a sitting trustee, a candidate for election to a position on the District's board of trustees or to a political action committee that supports or opposes a sitting trustee or candidates for a position on the District's board of trustees, beginning on the day after a bid, request for proposals or qualifications or any other type of solicitation or method of procurement has been posted by the District, or for a contract for which no competitive solicitation or method of

procurement has been issued but from the time the District begins negotiations or discussions to renew or, otherwise, enter into a contract with such individual or entity, and ending on the day the bid, request for proposals or qualifications or any other type of solicitation or method of procurement has been awarded by the District pursuant to its policies.

**C. Trustee Recusal, Disclosure and Abstention.**

A Trustee who has knowingly received a political contribution in violation of this section of the Code of Ethics must follow the procedures outlined in section 1.2 (b) of the Code of Ethics, titled, Recusal, Disclosure and Abstention for Board Members.

**D. Sanctions as to Trustees.**

A Trustee who knowingly accepts or who mistakenly accepts and does not return the prohibited contributions or who refuses to adhere to the provisions of section 1.2 (b) of the Code of Ethics, shall be subject to the restorative practices and possible sanctions listed in the current version of the Board's Operating Procedures titled, Board Member Concerns about Board Member Performance.

**E. Sanctions as to Individuals or Entities.**

Individuals or entities who violate these political campaign prohibitions, shall either be removed or precluded from consideration for a contract with the District for a period of one year from the date of the violation or lose their existing contract with the District.

The details and notice of sanctions directed at individuals or entities who violate the prohibition against political contributions under this Code of Ethics, shall be published in all of the District's Terms and Conditions for Bids and Requests for Proposals and qualifications, in all District contracts and agreements and in all other published public solicitations for goods and services to the District.

(2) Board Members are required to recuse from discussion and abstain from voting on matters involving individuals who or organizations that have been responsible for the appointment of the Board Member to a public office.

## PART 2.

The Section on **Definitions** of the Code of Ethics shall be amended by adding the following definitions:

**Candidate** is an individual who takes affirmative action to be elected or appointed to public office in Texas and as further defined in Section 251.001(1) of the Texas Election Code.

**Contract** is a written agreement enforceable by law.

**Discretionary Contract** means any contract other than those which by law must be awarded on a low or high qualified bid process. Not included, are contracts subject to Section 252.022 (a) (7) [Sole Source] of the Texas Local Government Code or those contracts not involving and exercise of judgement or choice.

**Entity** is any business, organization, or individual that is required to meet legal obligations as set by local, state and federal laws.

**General Trustee Election** is the election of trustees from single-member districts held biennially on the first Saturday in May of odd-numbered years for four-year terms.

**Individual** is a natural person.

**Political Action Committee** is defined in Texas Election Code §251.001.

**Political Campaign Contributions** is defined in the Texas Election Code §251.001.

**Sitting Trustee** is an individual who has been duly elected and duly sworn to hold a position on the SAISD Board of Trustees subject to the laws of the State of Texas.

**Special Trustee Election** is the election of trustees when a vacancy occurs in one or more of the seven single member district board seats.

## PART 3.

Section 1.2 (b) of the Code of Ethics titled, Recusal, Disclosure and Abstention for Board Members, shall be amended by adding the following language:

(1) A Board Member whose conduct would otherwise violate section (a) **and section 1.4 (c) (1) and (2)** must recuse himself or herself.

## SAISD BOARD AGENDA SUMMARY FORM

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**AGENDA TITLE:** Ratification of Naming of the Athletic Field at Harris Middle School to “Moszee Field”

**PURPOSE:**         PRESENTATION/DISCUSSION  
                          DISCUSSION/ACTION

**REQUESTED BY:** Dr. Kenneth Thompson, Deputy Superintendent Operations

**PRESENTER:**     Yvonne Little, Senior Executive Director for Construction & Development Services  
                         John K. Hilliard, Principal

**MEETING DATE:** December 11, 2023

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### **I. DESCRIPTION OF ITEM FOR DISCUSSION AND/OR APPROVAL**

The Board is requested to ratify the naming of the athletic field at Harris Middle School to ‘Moszee Field’. A recently installed scoreboard shows the new name, and a dedication ceremony was conducted on September 23<sup>rd</sup>. This initiative was led by retired Principal Dr. Carol Velazquez and by Principal Hilliard. Board Policy CW(LOCAL) specifies that the Board retains the right to name or rename individual District facilities. Such facilities, include, but not limited to, a school building, a campus, an installation, a complex, a venue, wings of a building, libraries, computer labs, or auditoriums. The Policy also provides the general guidelines for naming a facility after an individual. “As determined by the Board, the individual must:

- Be recognized and widely respected, regardless of political affiliation;
- Embody exemplary human qualities that can serve as a model of excellence for students who will attend the District-wide or the individual facility;
- Have a background of service to adults and children of the community, state, or nation;
- The individual may be living or deceased; however, greater deference shall be given to names of deceased individuals.”

Robert Moszee, a district alumnus, has been an integral part of Harris Middle School for three decades, all of them spent as an in-school suspension teacher and a coach. He saw a lot of the district in his youth. He attended first, second and third grade at Washington Elementary; fourth, fifth and sixth at Herff Elementary; seventh at Poe Middle School; and eighth and ninth at Page Middle School before attending Brackenridge High School and graduating in 1974. At Brackenridge, he excelled in both football and track.

Based on this athletic skill, he accepted a full scholarship to New Mexico Highlands University, where he was an all-conference defensive back all four years. He was inducted into the Highlands University Football Hall of Fame in 2019.

In his time at Harris, there have been many successes. His teams have won seven zone championships in football, eight in cross country, five in basketball, nine in track, and one in soccer. Harris has also won 21 district golf championships in a row.

Coach Moszee has made a difference in the lives of so many at Harris Middle School, he vows to stay there until he finally decides to retire. He commits to continue to do what he has done for the past 31 years, motivating and inspiring students at Harris Middle School to be a success in life.

## **II. RECOMMENDATION AND/OR ALTERNATIVES CONSIDERED**

Be it resolved that the Board ratify the naming of the athletic field at Harris Middle School to 'Moszee Field'.

## **III. BUDGET CODE NUMBER, DESCRIPTION AND AMOUNT**

N/A

## **IV. 2023 - 2024 DISTRICT GOALS/GUARDRAILS (CHECK ALL THAT APPLY)**

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## SAISD BOARD AGENDA SUMMARY FORM

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**AGENDA TITLE:** Approval of the Grievance Process Review as Recommended by the Audit Committee

**PURPOSE:**         PRESENTATION/DISCUSSION  
                          DISCUSSION/ACTION

**REQUESTED BY:** Ed Garza, Audit Committee Chairperson

**PRESENTER:**        Lourdes Martinez, Chief Internal Auditor, Internal Audit Department

**MEETING DATE:** December 11, 2023

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### **I. DESCRIPTION OF ITEM FOR DISCUSSION AND/OR APPROVAL**

The Board is requested to accept the draft report for the grievance process review as recommended by the Audit Committee. The request is part of the guidelines approved by the Board on November 18, 2019, by which the Internal Audit Department communicates audit findings to the Board. Please note, draft audit reports are provided to the Board under separate cover due to findings of confidentiality.

### **II. RECOMMENDATION AND/OR ALTERNATIVES CONSIDERED**

Be it resolved that the Board accept the draft report for grievance process review as presented.

### **III. BUDGET CODE NUMBER, DESCRIPTION AND AMOUNT**

N/A

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## SAISD BOARD AGENDA SUMMARY FORM

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**AGENDA TITLE:** Approval of the Carvajal Elementary School Special Project Report as Recommended by the Audit Committee

**PURPOSE:**         PRESENTATION/DISCUSSION  
                          DISCUSSION/ACTION

**REQUESTED BY:** Ed Garza, Audit Committee Chairperson

**PRESENTER:**        Lourdes Martinez, Chief Internal Auditor, Internal Audit Department

**MEETING DATE:** December 11, 2023

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### **I. DESCRIPTION OF ITEM FOR DISCUSSION AND/OR APPROVAL**

The Board is requested to accept the draft special project report for Carvajal Elementary School as recommended by the Audit Committee. The request is part of the guidelines approved by the Board on November 18, 2019, by which the Internal Audit Department communicates audit findings to the Board. Please note, draft audit reports are provided to the Board under separate cover due to findings of confidentiality.

### **II. RECOMMENDATION AND/OR ALTERNATIVES CONSIDERED**

Be it resolved that the Board accept the draft special project report for Carvajal Elementary School as presented.

### **III. BUDGET CODE NUMBER, DESCRIPTION AND AMOUNT**

N/A

### **IV. 2022 - 2023 DISTRICT GOALS/GUARDRAILS (CHECK ALL THAT APPLY)**

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## SAISD BOARD AGENDA SUMMARY FORM

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**AGENDA TITLE:** Approval of the Clinical Student Internship Agreement (Agreement) Between SAISD and The University of West Florida

**PURPOSE:**         PRESENTATION/DISCUSSION  
                          DISCUSSION/ACTION

**REQUESTED BY:** Patti Salzmann, Deputy Superintendent

**PRESENTER:** Victoria Bustos, Executive Director, Student and Academic Support Services

**MEETING DATE:** December 11, 2023

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### **I. DESCRIPTION OF ITEM FOR DISCUSSION AND/OR APPROVAL**

The Board is requested to approve the Clinical Student Internship Agreement (Agreement) between SAISD and the University of West Florida in support of social work interns. The partnership will provide critical, professional experience, and learning opportunities for direct practice in individual, family, group work, and macro level skill building. The partnership is designed to expand family and student support services district-wide.

### **II. RECOMMENDATION AND/OR ALTERNATIVES CONSIDERED**

Be it resolved that the Board approves the Agreement between SAISD and The University of West Florida as presented.

### **III. BUDGET CODE NUMBER, DESCRIPTION AND AMOUNT**

Services are provided at no cost to the District and are valued at approximately \$6,300 annually for BSW interns and \$17,500 annually for MSW interns.

### **IV. 2023 - 2024 DISTRICT GOALS/GUARDRAILS (CHECK ALL THAT APPLY)**

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**CLINICAL STUDENT INTERNSHIP AGREEMENT  
for UWF Students to Work in Outside Agencies  
FORM B**

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**I. Parties**

This Clinical Student Internship Agreement (the “Agreement”) is entered into by and between The University of West Florida Board of Trustees, a public body corporate (please select: College, School or Department) of \_\_\_\_\_ (“UWF” or “University”) and \_\_\_\_\_ (“Agency”), (collectively, “the parties”).

**II. Purpose**

WHEREAS, the parties have determined that they have a mutual interest in providing student learning experiences at Agency.

WHEREAS, UWF has determined that student placements in Agency are consistent with the goals and objectives of the curriculum and will enhance the program of study.

WHEREAS, the services contemplated herein are of mutual interest and benefit to UWF and Agency, and will further the instructional, research, and public service objectives of UWF in a manner consistent with its status as a public educational institution.

NOW, THEREFORE, in exchange of the mutual promises contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, UWF and Agency agree as follows:

**III. Term**

- A. This Agreement shall commence on the date last executed below (the “Commencement Date”) and shall continue for a period of five (5) years (the “Term”). The Parties agree to review this Agreement at least every five (5) years to ensure that no updates or revisions are required.
- B. This Agreement may be terminated by either party without cause upon written notice to a party of at least ninety (90) days. In the event that this Agreement is terminated, the parties will make all reasonable efforts to allow Participating Students to complete their learning experience at the Agency.
- C. This Agreement may be terminated by either party with cause upon written notice to a party that the other has breached the Agreement, or that a Participating Student has engaged in serious misconduct, as mutually determined by UWF and the Agency of at least ninety (90) days’ notice. Serious misconduct shall include: violation of safety rules about which a Participating Student has been appropriately and adequately trained and/or repeated failure of Participating Student to meet performance standards, as outlined in Exhibit A. Both parties agree that in the event conflicts or problems arise related to the Participating Student, the Agency shall immediately contact the UWF Coordinator. In the event that disagreements are not resolved by the Participating Student(s) and the coordinators, then the Dean of the College and the chief executive officer of the Agency or its designee shall resolve the matter.

- D. Agency reserves the right to request the University to withdraw any Student from its facilities whose conduct or work with patients or personnel is not in accordance with the policies and procedures of the Agency. In such event, the student's participation in the program at the Agency shall immediately cease. It is understood that only the University can dismiss a Participating Student from the Program.

#### **IV. Compliance with UWF and Agency Policies**

- A. Students working in Agency will remain subject to the UWF Student Code of Conduct and Student Code of Academic Conduct, copies of which will be provided to Agency by the UWF Coordinator upon request. Students are also required to comply with all federal and state laws.
- B. Agency may require student participating in Agency activities to comply with all of its operational policies and procedures, including but not limited to a dress code.
- C. Students shall arrange for all transportation requirements for the Program.

#### **V. Special Additional Conditions where Agency is a Private, "For Profit" Entity**

*(See U.S. D.O.L. Fact Sheet #71 Internship Programs Under the Fair Labor Standards Act January 2018)*

Where the Agency is a private, "for profit" entity, and it is contemplated that the student will not be compensated in compliance with the wage and hour provisions of the Fair Labor Standards Act (e.g., at least minimum hourly wage, time and a half for overtime, etc.), then Agency agrees that the student will not be an employee, as contemplated by the : "primary beneficiary test" described in the above referenced fact sheet published by the U.S. Department of Labor.

#### **VI. Number of Placements**

Agency and UWF will mutually determine the number of students to be placed at Agency for a given term. Agency and UWF may decide to have no active placements for a period of time without affecting the continuation of this Agreement.

#### **VII. Intellectual Property**

Neither party transfers by operation of this Agreement any intellectual property rights owned by either party now or hereafter acquired in connection with its performance under this Agreement. Should any invention potential arise during the Term, the parties shall execute a mutually agreeable Sponsored Research Agreement ("SRA").

#### **VIII. Scholarly Publications**

UWF shall have the right to publish scholarly articles based on the results obtained from its provision of the Services, using data only in the aggregate and adhering to accepted professional standards of anonymity and confidentiality.

#### **IX. Independent Contractor**

Nothing herein is intended or shall be construed to establish any partnership, or joint venture between Agency and UWF. Neither party shall have the power to bind the other party or contract in the name of the other party. All persons employed by a party in connection with operations under this Agreement shall be considered employees of that party and shall in no way, either directly or indirectly, be considered employees or agents of the other party.

**X. FERPA and GDPR**

UWF has determined that Agency is a school official with a legitimate educational interest under the Family Educational Rights and Privacy Act (“FERPA”). If UWF provides Agency with Participating Student(s) “educational record” as defined by FERPA, 34 CFR §99.3 or “personally identifiable information” as defined by the European Union General Data Protection Regulation (“GDPR), the Agency hereby certifies that collection of this information from UWF is necessary for Agency’s duties and responsibilities under this Agreement. Agency further certifies that it shall maintain the confidential status of the education records in their custody, and that it shall maintain the personally identifiable information as directed by FERPA. Failure to abide by legally applicable UWF measures and disclosure restrictions may result in the interruption, suspension and/or termination of the relationship with Agency for a period of at least five (5) years from the date of the violation. If Agency experiences a breach relating to this information or if Agency re-discloses this information, Agency shall immediately notify UWF. To the fullest extent of the law, Agency shall indemnify UWF for any breach of confidentiality or failure of its responsibilities to protect confidential information. Specifically, these costs may include, but are not limited to, the cost of notification of affected persons because of its unauthorized release of UWF data provided to Agency pursuant to this Agreement.

**XI. Nondiscrimination**

There shall be no discrimination on the basis of race, color, religion, gender, sex, sexual orientation, gender identity, marital status, national origin, age, disability, genetic information, or veteran status in either the selection of students for the student internship or as to any aspect of the student internship experience; provided, however, that with respect to disability, the disability must not be such as would, even with reasonable accommodation, in and of itself preclude the student's effective participation in the program. Each party shall be responsible for their compliance with applicable state and federal laws, rules and regulations prohibiting discrimination and/or harassment.

**XII. Liability**

Each party assumes responsibility for any and all liabilities, actions, damages, suits, proceedings, and judgments from claims arising or resulting from, or attributable to, the negligent acts or omissions of that party and its officers, employees and other agents while acting within the course and scope of their employment or agency. Nothing contained in this Agreement shall be construed or interpreted as denying the University or other state entity: (1) any remedy or defense available under the laws of the State of Florida; or (2) sovereign immunity. UWF’s sole liability for bodily injury, property damage, or any other matter sounding in tort is determined in accordance with the provisions, procedures, and limits of Florida Statute Section 768.28 and UWF’s assertion of sovereign immunity.

**XIII. Notices**

The University and Agency shall designate a person(s) to coordinate and act as preceptor or liaison with the other party. All notices shall be hand delivered, sent by private overnight mail service, or sent by registered or certified U.S. mail and addressed to the coordinator of each party to receive such notice at the address given below, or such other address as may hereafter be designated by notice in writing:

If to UWF:  
Contact: \_\_\_\_\_  
(UWF Coordinator)  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Telephone No.: \_\_\_\_\_

If to Agency:  
Contact: \_\_\_\_\_  
(Agency Coordinator)  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Telephone No.: \_\_\_\_\_

**XIV. Entire Agreement**

This Agreement represents the entire agreement between the parties and may not be modified without the written consent of both parties. In witness whereof, the parties hereto have caused this Agreement to be signed by their respective authorized representatives.

**XV. Severability**

Should any provision of this Agreement be declared illegal, void, or unenforceable under Florida law, or shall be considered severable, the Agreement shall remain in force and be binding upon the parties hereto as though the said provision had never been included.

IN WITNESS THEREOF, the parties have executed this Agreement effective the day and year last written below.

The University of West Florida

Agency

By: \_\_\_\_\_  
Signature

By: \_\_\_\_\_  
Signature

Print Name: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_  
Signature

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_  
Signature

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**EXHIBIT A**  
**Student Internship Learning Expectations for a Clinical Setting**

The following are the mutually agreed terms and conditions of supervised learning experiences to be performed at Agency.

**Professional Responsibilities of the Parties**

A. UWF shall:

1. Notify students of appropriate placement opportunities for the experiential learning activity;
2. Facilitate and approve placement site and learning objectives;
3. Select and register students for placement and provide the Agency with a list of Participating Students at least ten (10) days before each program is to start;
4. Identify a Coordinator, the primary contact for specified learning activities and who will act as a liaison with the appropriate Agency personnel;
5. Participate in planning and evaluation regarding learning activities;
6. Provide Agency with evaluation forms and deadlines;
7. Provide Agency with the UWF academic calendar;
8. Notify students of Agency requirements, policies and procedures as provided to UWF by Agency (i.e., Agency's requirement that a Student provide a criminal background check, drug test, or immunization record; placement specific rules and policies; the date and time of a placement specific orientation) prior to Student's beginning their assignment with the Agency;
9. University will maintain and/or cause its Participating Students to maintain medical professional liability insurance with limits of One Million Dollars (\$1,000,000.00) per occurrence and Three Million Dollars (\$3,000,000.00) aggregate per policy year, to provide liability coverage for claims arising from any negligent act or omission of Students participating in activities which are part of and a requirement of the Program. Such coverage shall be in effect for the entire duration of this Agreement;
10. Advise Students of UWF's expectation that they:
  - a. Attend orientation sessions regarding learning activity;
  - b. Comply with all applicable policies and operational procedures of Agency;
  - c. Comply with all federal and state laws and University policies and procedures including the Student Code of Academic Conduct and the Student Code of Conduct;
  - d. Give prior notice of absence to appropriate UWF and Agency personnel;
  - e. Obtain and maintain health insurance and professional liability insurance with minimum limits of \$1,000,000.00 per occurrence and Three Million Dollars (\$3,000,000) aggregate per policy year if the Universities insurance does not cover claims arising from any negligent act or omission of Students participating in activities which are part of and a requirement of the Program.
  - f. UWF will provide to Agency copies of certificates of insurance;
  - g. Maintain professional standards of confidentiality. Each participating student shall obtain the Agency's written approval prior to publication of confidential or proprietary information related to the learning experience or Agency's operations. Confidential or proprietary information is defined as all patient care and patient identifying information, as well as all business information covering unique hospital specific operations, strategic planning, personnel, financial and information management systems information;
  - h. Participate in all individual or group meetings associated with learning activity.

11. Compliance with Bloodborne Pathogens Standard: UWF shall provide training to students in universal precautions prior to assigning a student to participate in a learning experience at Agency. Agency will be responsible for providing appropriate personal protective equipment required to comply with OSHA Standards as such compliance relates to the performance of this Agreement. UWF shall provide documentation to the Agency that each participating student has received the hepatitis B vaccine or has declined such vaccine in writing.

B. Agency shall:

1. Provide opportunities for student observation and/or participation on Agency premises;
2. Provide a safe environment in compliance with all federal and state laws and inform UWF and students of hazardous conditions;
3. Designate a coordinator to act as the liaison with University in this Agreement. The Agency Coordinator has the responsibility of selecting, planning, and evaluating the work of the Students and such selecting, planning and evaluating shall be accomplished in accordance and consistent with the policies and programs of the University Coordinator;
4. Provide to University Coordinator and students written policies and operational procedures to which students are expected to adhere while they are at the Agency and provide an appropriate orientation to Participating Students concerning these policies and procedures;
5. Provide to University Coordinator a list of duties or job description for student placements, including any specific requisite skills or abilities, and the essential functions of the position;
6. Participate in planning and evaluation sessions with students and, where appropriate, with UWF faculty;
7. Identify the Agency personnel primarily responsible for supervising learning activity at Agency;
8. Provide onsite supervision and guidance to the student;
9. Provide timely final evaluation of student performance in the manner specified by UWF;
10. Conduct exit interviews with students that will include discussion of Agency's final evaluation;
11. Notify University Coordinator of unsatisfactory performance or misconduct of a student and provide related documentation to University Coordinator;
12. Request the University to withdraw any Student from its facilities whose conduct or work with patients or personnel is not in accordance with the policies and procedures of the Agency. It is understood that only the University can dismiss a Participating Student from the Program.
13. Retain absolute control over the organization, administration, operation and financing of its service, and shall retain ultimate responsibility for all patient care even if that care is provided by a Student.
14. Maintain in full force and effect throughout the term of this Agreement such policies of comprehensive general and professional liability insurance as necessary to insure the Agency and its employees and agents against any claim or claims for damages occurring as the result of personal injuries or death occasioned directly or indirectly in connection with the performance of any service of the Agency and its employees and agents in connection with this Agreement.



## BOARD AGENDA CLARIFICATIONS

Provide this information for Academics Board Agenda Items involving a MOU

Department:	Student and Academic Support Services
Board Meeting Date:	December 11, 2023
Agenda Title:	Approval of the Clinical Student Internship Agreement (Agreement) Between SAISD and The University of West Florida
Presenter:	Victoria Bustos, Executive Director, Student and Academic Support Services
Cost and Funding Source:	-0-
If no cost to the District, what is the approximate value of goods/services being provided?	Services are provided at no cost to the District and are valued at approximately \$6,300 annually for BSW interns and \$17,500 annually for MSW interns.
This MOU addresses the following:	<input type="checkbox"/> Academics <input checked="" type="checkbox"/> Attendance <input checked="" type="checkbox"/> Behavior <input checked="" type="checkbox"/> Mental Health

### IMPACT & COST

Number of Students	Number of Teachers	Number of Campuses	Cost Per Student	Cost Per Teacher	Cost Per Campus
Approx. 60-	-	1	-0-	-0-	-0-

### SUPPORTING DATA

Include Pertinent Data and Information (Year, Value Added, & Results/Findings)

<p>Questions to consider:</p> <p>If a renewal, include historical data that supports the renewal and continued partnership</p> <p>If a new partnership, why are we participating in the new program/partnership?</p>	<p>Is this a renewal?    <input type="checkbox"/> Yes    <input checked="" type="checkbox"/> No</p> <p>The University of West Florida will support social work intern placements in SAISD. University interns will provide direct practice services and current Licensed Master Social Workers will provide supervision so that the interns will gain comprehensive experiences in social work practice.</p>
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## EDUCATIONAL PROGRAM AFFILIATION AGREEMENT

This agreement, effective the 1<sup>st</sup> day of June, 2023, is between The University of Texas Rio Grande Valley, (“University”), a component institution of The University of Texas System, (“System”), and San Antonio Independent School District (“Facility”), a facility having its principal office at 514 W. Quincy #3003, San Antonio, State of Texas.

### Recitals

- A. Facility operates facilities located at 514 W. Quincy #3003, in the City of San Antonio, State of Texas, and therein provides social services.
- B. University provides academic courses that prepare students to work in such services, and desires to provide students in **School of Social Work** courses with practical educational experience by utilizing appropriate facilities and personnel of third parties.
- C. Facility desires to cooperate with University to establish and implement a program involving the students and personnel of University and the facilities and personnel of Facility.

### Agreement

NOW THEREFORE, in consideration of the mutual promises herein, University and Facility agree to establish and implement a practicum experience for students in the University’s **School of Social Work** covered by and subject to the following terms and conditions.

- 1. **PROGRAM.** The parties will design an educational experience in **School of Social Work** (“Program”) for University students utilizing the personnel, equipment, and facilities of Facility.
  - a. The duration of the Program and the educational experience provided will be consistent with the curriculum requirements of University and with the standards of the accrediting entity for the school or division of University in which the students are enrolled.
  - b. The Program will be reviewed periodically by the Facility Liaison and University Representative and, when appropriate, will be revised to meet the University curriculum requirements and the standards of the accrediting entity.
  - c. The educational experience for students in the Program will be an integral part of the services provided by Facility and students will be under the direct supervision of University personnel or Facility personnel who are licensed or otherwise qualified to perform such services.
- 2. **UNIVERSITY OBLIGATIONS.**
  - a. Designate a member of the University faculty (“University Representative”) to coordinate the educational experience of students participating in the Program with an individual designated by the Facility to work with the University in furtherance of the

Program (“Facility Liaison”). University shall give Facility written notice of the name of the University Representative.

- b. Furnish Facility with the names of the students assigned by University to participate in the Program;
- c. Assure that all students selected for participation in Program have satisfactorily completed all portions of the University curriculum that are a prerequisite for participation in the Program.
- d. Develop criteria for the evaluation of the performance of University students participating in the Program and provide those criteria, with appropriate reporting forms, to the Facility personnel and University personnel who are responsible for supervising those students.
- e. Assign grades to students participating in the Program on the basis of the performance evaluations submitted in the reporting forms.
- f. Inform all University students and personnel participating in the Program that they are required to comply with the rules and regulations of Facility while on premises of Facility and to comply with the requirements of federal and state laws and regulations regarding the confidentiality of information in records maintained by Facility.
- g. Provide information requested by Facility related to students participating in the Program unless prohibited by federal or state law.
- h. Remove a student from the Program when the Facility determines that the student has violated the rules and regulations of the Facility; has disclosed information that is confidential by law; or has engaged in conduct that disrupts the activities carried on by the Facility or threatens the safety of Facility personnel or patients.

### **3. FACILITY OBLIGATIONS.**

- a. Assign appropriate space on Facility premises for offices, lectures, and other non-experience related activities of the Program.
- b. Provide the equipment, supplies, qualified personnel, and supervised access to patients or clients required for the experience related activities of the Program.
- c. Obtain and maintain all licenses required for Facility and assure that all Facility personnel are appropriately licensed.
- d. Assume sole responsibility for the quality of patient or client care.
- e. Provide orientation sessions to inform University students and personnel concerning the rules and regulations of Facility.

- f. Permit representatives of the accrediting entity for the school or division of University in which students participating in the Program are enrolled to have reasonable access to premises of Facility for purposes related to the accreditation process.
- g. Comply with all applicable requirements of the authority responsible for accreditation of University's curriculum and permit such authority to inspect the facilities, services, and other items provided by Facility for purposes of the educational experience.
- h. Appoint a person to serve for Facility as liaison ("Facility Liaison") by the following procedure:
  - i. Facility shall submit to University the name and professional and academic credentials of the person proposed as Facility Liaison in writing at least 30 days prior to the date the appointment is to become effective.
  - ii. University shall notify Facility of University's approval or disapproval of such person within 10 days after receipt of such notice.
  - iii. No person shall act as Facility Liaison without the prior written approval of University.
  - iv. In the event the Facility Liaison approved by University later becomes unacceptable and University so notifies Facility in writing, Facility will appoint another person in accordance with the procedure outlined in this paragraph.

#### 4. GENERAL PROVISIONS.

- a. *Term and termination.* The initial Program shall begin on June 1, 2023, and end on May 31, 2028. Subsequent Programs shall begin and end on dates determined by written agreement of Facility Liaison and University Representative. Either party may terminate this Program Agreement effective with the end of a Program by giving thirty (30) days written notice to the other party.
- b. *Student obligations.* University students and personnel will be responsible for their own transportation, meals, and health care while participating in the Program.
- c. *Entire Agreement.* This Agreement constitutes the entire agreements between the parties with respect to the subject matter hereof and no prior or contemporaneous agreement, written or oral, will be effective to vary the terms of this Agreement. No amendment to this Program Agreement shall be effective unless reduced to writing and signed by an authorized representative of each party.
- d. *Discrimination prohibited.* The Program and all related activities shall be conducted in a manner that does not discriminate against any person on a basis prohibited by applicable law, including but not limited to: race, color, national origin, religion, sex, age, veteran status, or disability.
- e. *Notices.* All notices under this Agreement shall be in writing and delivered either by personal delivery or by United States certified mail, return receipt requested. Such notices shall be deemed given when received by such party's designated representative.

- f. *Oral Representations.* No oral representations of any officer, agent, or employee of Facility, University, or System shall affect or modify any obligations of either party under this Agreement..
- g. *Amendment to Agreement.* No amendment to this Agreement shall be valid unless reduced to writing, signed by an authorized representative of each party.
- h. *Assignment.* This Agreement may not be assigned by either party without prior written approval of the other party.
- i. *Performance.* A delay in or failure of performance of either party that is caused by occurrences beyond the control of either party shall not constitute default hereunder or give rise to any claim for damages.
- j. *Applicable Law.* The validity, interpretation, performance, and enforcement of this Agreement shall be governed by the laws of the State of Texas.
- k. *FERPA.* For purposes of this Agreement, pursuant to the Family Educational Rights and Privacy Act of 1974 (FERPA), the University hereby designates the Facility as a school official with a legitimate educational interest in the educational records of the Students who participate in the Program to the extent that access to the records is required by the Facility to carry out the Program. Facility agrees to maintain the confidentiality of the educational records in accordance with the provisions of FERPA.
- l. *HIPAA.* The parties agree that:
  - a. the Facility is a covered entity for purposes of the Health Insurance Portability and Accountability Act of 1996, of 1996 as amended by the Health Information Technology for Economic and Clinical Health (HITECH) Act and the Privacy, Security and Breach Notification Regulations at 45 CFR §§ 160 and 164 (hereinafter collectively, “HIPAA”) and subject to 45 CFR Parts 160 and 164 (“the HIPAA Administrative Simplification Regulations”);
  - b. to the extent that University students are participating in the Program and University faculty members are providing supervision at the Facility as part of the Program, such students and faculty members shall:
    - i. be considered part of the Facility’s workforce for HIPAA compliance purposes in accordance with 45 CFR §160.103, but shall not be construed to be employees of the Facility;
    - ii. receive training by the Facility on, and subject to compliance with, all of Facility’s privacy policies adopted pursuant to the HIPAA Privacy Regulations; and

- c. not disclose any Protected Health Information, as that term is defined by 45 CFR §160.103, to University which a student accessed through Program participation or a faculty member accessed through the provision of supervision at the Facility that has not first been de-identified as provided in 45 CFR §164.514(a);
- d. University will never access or request to access any Protected Health Information held or collected by or on behalf of the Facility, from a student or faculty member who is acting as a part of the Facility’s workforce as set forth in paragraph 15.b. of this Agreement or any other source, that has not first been de-identified as provided in 45 CFR §164.514(a); and
- e. no services are being provided to the Facility by the University pursuant to this Agreement and therefore this Agreement does not create a “business associate” relationship as that term is defined in 45 CFR §160.103.

THE UNIVERSITY OF TEXAS  
RIO GRANDE VALLEY:

SAN ANTONIO INDEPENDENT SCHOOL  
DISTRICT:

By: \_\_\_\_\_  
Luis H. Zayas, Ph.D  
Provost and Senior Vice President for  
Academic Affairs

By: \_\_\_\_\_  
\_\_\_\_\_  
(Name and Title)

Date: \_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_  
Dr. Christine Shupala  
Associate Vice President for Institutional  
Accreditation Program Development and  
Analysis

UTRGV CONTRACT ID: \_\_\_\_\_



## BOARD AGENDA CLARIFICATIONS

Provide this information for Academics Board Agenda Items involving a MOU

Department:	Student and Academic Support Services
Board Meeting Date:	December 11, 2023
Agenda Title:	Approval of the Educational Program Affiliation Agreement (Agreement) Between SAISD and the University of Texas Rio Grande Valley
Presenter:	Victoria Bustos, Executive Director, Student and Academic Support Services
Cost and Funding Source:	-0-
If no cost to the District, what is the approximate value of goods/services being provided?	Services are provided at no cost to the District and are valued at approximately \$6,300 annually for BSW interns and \$17,500 annually for MSW interns.
This MOU addresses the following:	<input type="checkbox"/> Academics <input checked="" type="checkbox"/> Attendance <input checked="" type="checkbox"/> Behavior <input checked="" type="checkbox"/> Mental Health

### IMPACT & COST

Number of Students	Number of Teachers	Number of Campuses	Cost Per Student	Cost Per Teacher	Cost Per Campus
Approx. 60	-	1	-0-	-0-	-0-

### SUPPORTING DATA

Include Pertinent Data and Information (Year, Value Added, & Results/Findings)

<p>Questions to consider:</p> <p>If a renewal, include historical data that supports the renewal and continued partnership</p> <p>If a new partnership, why are we participating in the new program/partnership?</p>	<p>Is this a renewal?   <input type="checkbox"/> Yes   <input checked="" type="checkbox"/> No</p> <p>The University of Texas Rio Grande Valley will support social work intern placements in SAISD. University interns will provide direct practice services and current Licensed Master Social Workers will provide supervision so that the interns will gain deep experiences in social work practice.</p>
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## SAISD BOARD AGENDA SUMMARY FORM

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**AGENDA TITLE:** Approval of the Memorandum of Understanding (MOU) Between SAISD and Louisiana State University

**PURPOSE:**         PRESENTATION/DISCUSSION  
                          DISCUSSION/ACTION

**REQUESTED BY:** Patti Salzmann, Deputy Superintendent

**PRESENTER:** Victoria Bustos, Executive Director, Student and Academic Support Services

**MEETING DATE:** December 11, 2023

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### **I. DESCRIPTION OF ITEM FOR DISCUSSION AND/OR APPROVAL**

The Board is requested to approve the Memorandum of Understanding (MOU) between SAISD and Louisiana State University in support of social work interns. The partnership will provide critical, professional experience, and learning opportunities for direct practice in individual, family, group work, and macro level skill building. The partnership is designed to expand family and student support services district wide.

### **II. RECOMMENDATION AND/OR ALTERNATIVES CONSIDERED**

Be it resolved that the Board approves the MOU between SAISD and Louisiana State University as presented.

### **III. BUDGET CODE NUMBER, DESCRIPTION AND AMOUNT**

Services are provided at no cost to the District and are valued at approximately \$6,300 annually for BSW interns and \$17,500 annually for MSW interns.

### **IV. 2023 - 2024 DISTRICT GOALS/GUARDRAILS (CHECK ALL THAT APPLY)**

- Improve Reading and Writing Outcomes for all Students** - We will increase the percentage of all students who are Meets grade level in reading across all grades from 35% in August 2022, to 50% in August 2027.
- Improve Math Outcomes for Black Students** - We will increase the percentage of Black students who are Meets grade level in math across all grades from 16% in August 2022, to 50% in August 2027.
- Improve College Readiness for Students with Disabilities** - We will increase the percentage of students with IEPs receiving instruction and services in the general education setting who meet the TSI College-Ready Standard in reading and math from 4% in August 2022, to 30% in August 2027.
- Improve Social Emotional Readiness in all Students** - We will increase by 25% the percentage of all students who meet the “to be determined” SAISD Standard for Social Emotional Readiness from the August 2024 baseline, to baseline +25% in August 2027.

**The following Board Guardrails were designed to represent the community values that must be protected while in pursuit of the Board Goals. (CHECK ALL THAT APPLY)**

- Embrace Our Community** - The Superintendent will not implement major decisions of the board without authentic community engagement, including students, staff, families, and community.
- Support Excellent Schools in Every Neighborhood** - The Superintendent will not allow any neighborhood to be without a high-quality school.
- Create Safe Environments** - The Superintendent will not allow students, staff, and families to learn and work in an environment that is not physically and emotionally safe.
- Ensure Equitable Funding** - The Superintendent will not allow any school to be funded at a level that is inadequate to produce transformational learning in all students.

Dear Agency Partner,

Thank you for your interest in collaborating with the LSU School of Social Work. If your agency requires a formal contract, please see our standard MOU sample on the following page. If your own agency affiliation agreement is required, please see the criteria below that will help begin the process:

**Governing Law:**

As a state institution, LSU cannot contractually agree to be governed by laws of another jurisdiction. (LA: RS 9:2778) It is acceptable to change the governance to the State of Louisiana or have both parties remain silent by removing this language from the agreement.

This does not apply to Federal agencies.

**Litigation:**

As a state institution, LSU cannot have suits against them be instituted in any court other than a Louisiana State Court. (LA: RS 13:5106)

**Workers' Compensation:**

Students **are not covered** under LSU's Workers' Compensation policy. The workers compensation policy only covers employees when injured within the course and scope of their employment. Proof of insurance listed in Section I, #8 must be provided with the name listed on the MOU with the signed MOU to process.

**Commercial General Liability:**

Students are not afforded coverage under LSU's commercial general liability (GL) policy.

**Professional Liability: (attached)**

LSU provides professional liability insurance to students as a means to cover their actions or inactions while at an internship experience – this covers the 3rd party if affected by the actions of the student.

Internship & Professional Liability: \$1 mil per claim & \$3 mil annual aggregate

Excess Liability: \$2 mil each occurrence & \$2 mil aggregate

Professional + Excess Liability = \$3 mil in coverage

**Indemnification:**

State law prohibits the University from accepting contractual terms which require us be financially responsible for another party's negligence. (LA: RS 38:2195) Therefore, reference to the student must be removed.

*We look forward to working with you!*

## **MEMORANDUM OF UNDERSTANDING**

This Memorandum of Understanding is entered into by and between the Board of Supervisors of Louisiana State University and Agricultural and Mechanical College, herein represented by the Executive Vice President of Finance and Administration and Chief Administrative Officer of Louisiana State University and Agricultural and Mechanical College, and on behalf of the LSU School of Social Work, Baton Rouge, Louisiana, hereinafter referred to as "University," and San Antonio Independent School District (insert full legal name of the Agency that matches the name on the proof on insurance) , herein represented by Jaime Aquino, Superintendent (insert the name and title of the person signing on behalf of the Agency, hereinafter referred to as "Agency."

It is agreed by the aforesaid parties to be of mutual interest and advantage that the students enrolled in the School of Social Work are given the opportunity for and benefit of practical learning experiences provided by the Agency.

The aforesaid therefore understands that:

### **I. The Agency agrees to:**

1. Provide a planned, supervised program of internship experience which is mutually acceptable to both the University and the Agency.
2. Maintain complete records and reports on each student's performance and provide written evaluations of each student's performance to the University at mid-semester and at the end of each semester.
3. Request the University to engage in a joint evaluation of any student whose performance is questionable, whose personal characteristics seem to prevent desirable relationships within the Agency, or whose health status becomes a detriment to the student's successful completion of the internship.
4. On reasonable request, to permit the inspection of the Agency facilities, services available for internship experience, student records, and such other items pertaining to the Agency program by the University.
5. Designate the name and professional credentials of the person(s) to be responsible for the supervision of interns.
6. Assign an internship supervisor who shall be a person mutually agreeable to the University and the Agency and who shall meet all of the qualifications and requirements to be an internship supervisor of the School of Social Work.
7. Immediately notify the University in writing of any change or proposed changes in the program.
8. Agency shall maintain professional and general liability insurance and workers compensation insurance for its respective business operations in the amount of not less than \$1,000,000 per occurrence during the term of this Agreement. Proof of insurance must be provided with the MOU. The agency name on the MOU and proof of insurance must match.

### **II. The University agrees to:**

1. Send the name of each student as soon as possible before the beginning date of the internship.
2. Supply, with the student's permission, any additional information required by the Agency prior to the arrival of the student.
3. Assign to the Agency only those students who have satisfactorily completed the prerequisite didactic portion of the curriculum.
4. Make available faculty members to discuss with the designee of the Agency the assignment to be assumed by the student in the internship program.

5. Comply with all established policies and practices of the Agency as such policies and practices are made known to the University. The University further agrees that students will be subject to all rules and regulations pertaining to regular employees of the Agency.
6. Notify all participating students that their appearance and performance on duty will be commensurate at all times with the position that they are preparing to assume.
7. University shall maintain general and professional liability insurance and workers compensation coverage for its respective business operations in the amount of not less than \$1,000,000 per occurrence during the term of this Agreement. University may choose to provide coverage through a fully funded self-insurance program. Proof of insurance shall be provided upon request.

**III. It is mutually agreed that:**

1. The University will indemnify, defend and hold harmless Agency for and against any and all losses, damages, expenses, or other liabilities including attorneys' fees, court costs, and related costs of defense, arising from or in any way connected with claims for personal injury, death, property damage or contractual liability that may be asserted against the Agency by any party, to the extent and degree such claims arise out of the negligence or fault of University, its employees, agents, or representatives while in the conduct of the training program or clinical experience.
2. The Agency will indemnify, defend and hold harmless University for and against any and all losses, damages, expenses, or other liabilities including attorneys' fees, court costs, and related costs of defense, arising from or in any way connected with claims for personal injury, death, property damage or contractual liability that may be asserted against the University by any party, to the extent and degree such claims arise out of the negligence or fault of Agency, its employees, agents, or representatives while in the conduct of the training program or clinical experience.
3. The Agency will assess no fees to the University or students for the use of the Agency's resources in connection with this training program.
4. The following are the responsibilities of the student(s):
  - Provide and maintain personal health insurance.
  - Follow the administrative policies of the Agency, including confidentiality policies, personnel practices, formal protocol, etc.
  - Provide his/her personal transportation and living arrangements.
  - Report to the Agency on time and follow all established rules and regulations during regularly scheduled operating hours of the agency.
  - Abide by the NASW Code of Ethics.
  - Abide by the Code of Student Conduct, the Graduate School Policies and Regulations, the School of Social Work Handbook, Field Internship Manual and the LSU School of Social Work Bulletin as they relate to professional behavior in field internships.

**IV. Terms of Agreement:**

1. Either party hereto may, upon giving sixty (60) days written notice, terminate this Memorandum.
2. Revisions to this Memorandum become effective upon approval of the parties hereto through written communication from both parties.
3. The University and Agency shall comply with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, section 504 of the Rehabilitation Act of 1973, and Title II of the Older Americans Amendments of 1975, and all related regulations, and assure that they do not, and will not, discriminate against any person on the basis of race, color, sex, creed, national origin, age or handicap under any program or activity receiving Federal financial assistance. Nothing in this agreement is intended to be contrary to State or Federal laws. In the event of conflict between terms of this agreement and any applicable State or Federal law, that State or Federal law will supersede the terms of this agreement. In the event of conflict between State and Federal laws, Federal laws will govern.

4. Periodic reviews of programs and policies will be conducted under the auspices of the Louisiana State University's Office of Academic Affairs.
5. University acknowledges Agency may/may not be a covered entity under HIPAA. University acknowledges that the students participating in educational/clinical experiences on the premises of the Agency ("Covered Entity") are considered "workforce" under HIPPA regulations. It is understood that the Covered Entity will train University students on its Privacy policies and procedures prior to exposure to Protected Health Information, as defined by HIPAA regulations. University expects its students to adhere to the Privacy policies and procedures of the Covered Entity. Should there be any breach of the Covered Entity's Privacy policies and procedures by the student, the Covered Entity must notify the University faculty for disciplinary action of the student.
6. This Memorandum of Affiliation shall commence on \_\_\_\_\_ and shall continue through \_\_\_\_\_. The Memorandum will automatically renew for one additional year unless otherwise terminated.

**BOARD OF SUPERVISORS OF  
LOUISIANA STATE UNIVERSITY AND  
AGRICULTURAL AND MECHANICAL COLLEGE**

**AGENCY: (insert full legal name of the Agency)**

\_\_\_\_\_  
Kimberly J. Lewis  
Executive Vice President of Finance and  
Administration & Chief Administrative Officer

**San Antonio Independent School District**  
(agency signature authority)

Dr. Jaime Aquino  
(print name of agency signature authority)

Date: \_\_\_\_\_

Superintendent  
(print title of agency signature authority)

Date: \_\_\_\_\_

This Memorandum of Understanding should be signed and dated by each Agency Director and/or authorized representative and returned to:

**LSU School of Social Work  
Attn: Office of Field Education  
2145 Ruffin G. Pleasant Hall  
Baton Rouge, LA 70803  
225-578-8700 (fax)**



## BOARD AGENDA CLARIFICATIONS

Provide this information for Academics Board Agenda Items involving a MOU

Department:	Student and Academic Support Services
Board Meeting Date:	December 11, 2023
Agenda Title:	Approval of the Memorandum of Understanding (MOU) Between SAISD and Louisiana State University
Presenter:	Victoria Bustos, Executive Director, Student and Academic Support Services
Cost and Funding Source:	-0-
If no cost to the District, what is the approximate value of goods/services being provided?	Services are provided at no cost to the District and are valued at approximately \$6,300 annually for BSW interns and \$17,500 annually for MSW interns.
This MOU addresses the following:	<input type="checkbox"/> Academics <input checked="" type="checkbox"/> Attendance <input checked="" type="checkbox"/> Behavior <input checked="" type="checkbox"/> Mental Health

### IMPACT & COST

Number of Students	Number of Teachers	Number of Campuses	Cost Per Student	Cost Per Teacher	Cost Per Campus
Approx. 60	-	1	-0-	-0-	-0-

### SUPPORTING DATA

Include Pertinent Data and Information (Year, Value Added, & Results/Findings)

<p>Questions to consider:</p> <p>If a renewal, include historical data that supports the renewal and continued partnership</p> <p>If a new partnership, why are we participating in the new program/partnership?</p>	<p>Is this a renewal?    <input type="checkbox"/> Yes    <input checked="" type="checkbox"/> No</p> <p>The Louisiana State University will support social work intern placements in SAISD. University interns will provide direct practice services and current Licensed Master Social Workers will provide supervision so that the interns will gain deep experiences in social work practice.</p>
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## SAISD BOARD AGENDA SUMMARY FORM

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**AGENDA TITLE:** Approval of Monthly Budget Reports and Amendments for December 2023

**PURPOSE:**             PRESENTATION/DISCUSSION  
                               DISCUSSION/ACTION

**REQUESTED BY:** Dottie Carreon, Chief Financial Officer

**PRESENTER:** Dottie Carreon

**MEETING DATE:** December 11, 2023

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### **I. DESCRIPTION OF ITEM FOR DISCUSSION AND/OR APPROVAL**

The Board is requested to approve the monthly Amended Budget report that provides a one-page summary of the budget amendment impact on the 2023-2024 original budget adopted by the Board for the General Fund, Food Service Fund, and Debt Service Fund. Budget amendments are presented to the Board at a regular scheduled business meeting. The original budget is amended when changes take place from one function to another function or when a request is made to increase or decrease the budget.

### **II. RECOMMENDATION AND/OR ALTERNATIVES CONSIDERED**

Be it resolved that the Board approve the budget amendment for the month of December 2023.

### **III. BUDGET CODE NUMBER, DESCRIPTION AND AMOUNT**

To be funded as indicated on the following pages.

### **IV. 2023 - 2024 DISTRICT GOALS/GUARDRAILS (CHECK ALL THAT APPLY)**

- Improve Reading and Writing Outcomes for all Students** - We will increase the percentage of all students who are Meets grade level in reading across all grades from 35% in August 2022, to 50% in August 2027.
- Improve Math Outcomes for Black Students** - We will increase the percentage of Black students who are Meets grade level in math across all grades from 16% in August 2022, to 50% in August 2027.
- Improve College Readiness for Students with Disabilities** - We will increase the percentage of students with IEPs receiving instruction and services in the general education setting who meet the TSI College-Ready Standard in reading and math from 4% in August 2022, to 30% in August 2027.
- Improve Social Emotional Readiness in all Students** - We will increase by 25% the percentage of all students who meet the “to be determined” SAISD Standard for Social Emotional Readiness from the August 2024 baseline, to baseline +25% in August 2027.

**The following Board Guardrails were designed to represent the community values that must be protected while in pursuit of the Board Goals. (CHECK ALL THAT APPLY)**

- Embrace Our Community** - The Superintendent will not implement major decisions of the board without authentic community engagement, including students, staff, families, and community.
- Support Excellent Schools in Every Neighborhood** - The Superintendent will not allow any neighborhood to be without a high-quality school.
- Create Safe Environments** - The Superintendent will not allow students, staff, and families to learn and work in an environment that is not physically and emotionally safe.
- Ensure Equitable Funding** - The Superintendent will not allow any school to be funded at a level that is inadequate to produce transformational learning in all students.



**SAN ANTONIO ISD  
FINANCIAL SERVICES DIVISION**

**DECEMBER 2023**

2023-24 Budget Amendment # 5

**General Fund**

<b>I. INCREASE FUND BALANCE</b>	<b>Requested By:</b>	<b>Amount</b>
A. Increase Estimated Revenue:		-
		-
		-----
		\$ -
 B. Decrease Appropriations:		-
		-
		-----
		\$ -
 I. Total transactions increasing Fund Balance		\$ -----

<b>II. DECREASE FUND BALANCE</b>	<b>Requested By:</b>	<b>Amount</b>
A. Increase Appropriations:		-
		-
		-----
		\$ -
 B. Decrease Estimated Revenue:		-
		-
		-----
		\$ -
 II. Total transactions decreasing Fund Balance		\$ -----

<b>III. NO CHANGE TO FUND BALANCE</b>	<b>Requested By:</b>	<b>Amount</b>
A. Decrease Estimated Revenue and Appropriations:		-
		-
		-----
		\$ -
 B. Increase Estimated Revenue and Appropriations:		
UIL Regional Volleyball Tournament Game Share		8,320
Pig Skin Classic Football Rental		18,444
TEA Math Teacher Stipends		1,400
		-----
		\$ 28,164
 C. Decrease Appropriations and Increase Transfers Out to Other Uses		-
		-
		-----
		\$ -
 III. Total transactions with no impact on Fund Balance		\$ ----- <b>28,164</b>

<b>IV. Net increase (decrease) to General Fund Balance for this Budget Amendment</b>	<b>\$ -</b>
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**SAN ANTONIO INDEPENDENT SCHOOL DISTRICT**  
**Budget Amendment No. 5**  
**For DECEMBER 2023**  
**Board Agenda**  
**GENERAL OPERATING FUND**

<b>REVENUE</b>	<b>Budget As Adopted July 1, 2023</b>	<b>Budget as Amended</b>	<b>Administrative Adjustments # 5</b>	<b>BA No. 5 Changes</b>	<b>Budget As Amended Thru BA # 5</b>
5700 Local	\$ 248,494,831	\$ 248,514,773	\$ -	\$ 28,164	\$ 248,542,937
5800 State	227,831,956	227,831,956	-	-	227,831,956
5900 Federal	12,951,313	12,951,313	-	-	12,951,313
Total Revenue	489,278,100	489,298,042	-	28,164	489,326,206
Fm Resv. & Desig. Fund Bal	-	-	-	-	-
Subtotal	489,278,100	489,298,042	-	28,164	489,326,206
7900 Other Resources	-	-	-	-	-
<b>Total Revenue &amp; Other Resources</b>	<b>\$ 489,278,100</b>	<b>\$ 489,298,042</b>	<b>\$ -</b>	<b>\$ 28,164</b>	<b>\$ 489,326,206</b>
<b>APPROPRIATIONS</b>					
11 Instruction	\$ 284,729,153	\$ 283,643,746	\$ (46,027)	\$ -	\$ 283,597,719
12 Inst Resources & Media	5,173,988	5,092,047	2,500	-	5,094,547
13 Curriculum & Prof. Dev.	13,971,619	14,502,371	24,735	1,400	14,528,506
21 Instructional Administration	11,984,876	12,254,217	34,000	-	12,288,217
23 School Leadership	43,946,763	44,467,782	(53,839)	-	44,413,943
31 Guidance & Counseling	6,846,586	6,547,786	10,686	-	6,558,472
32 Social Work Services	2,270,642	2,364,182	-	-	2,364,182
33 Health Services	9,262,454	9,245,376	130	-	9,245,506
34 Student Transportation	14,178,242	14,203,853	1,970	-	14,205,823
35 Food Services	1,528,304	1,528,304	-	-	1,528,304
36 Cocurricular/Extracurricular	13,924,322	14,068,447	21,886	26,764	14,117,097
41 General Administration	18,271,990	18,638,554	43,714	-	18,682,268
51 Plant Maintenance	36,528,100	36,728,102	(47,372)	-	36,680,730
52 Security & Monitoring	3,020,150	3,029,071	7,117	-	3,036,188
53 Data Processing	11,503,941	11,464,695	-	-	11,464,695
61 Community Services	2,171,089	2,207,638	500	-	2,208,138
71 Debt Services- Principal	2,166,740	2,176,789	-	-	2,176,789
72 Debt Services- Interest	-	-	-	-	-
73 Debt Services- Other Costs	-	-	-	-	-
81 Facilities Acq. & Construction	1,018,707	1,260,907	-	-	1,260,907
93 Payments to Members SSA	-	-	-	-	-
95 Payments to JJAEP	52,886	52,886	-	-	52,886
99 Intergovernmental Charges	1,726,048	1,726,048	-	-	1,726,048
Total Appropriations	484,276,600	485,202,801	-	28,164	485,230,965
Other Uses	5,001,500	5,001,500	-	-	5,001,500
<b>Total Appropriations &amp; Other Uses</b>	<b>\$ 489,278,100</b>	<b>\$ 490,204,301</b>	<b>\$ -</b>	<b>\$ 28,164</b>	<b>\$ 490,232,465</b>
* Beginning Fund Balance 7/01/23	\$ 133,620,137	\$ 133,620,137	-	-	\$ 133,620,137
Excess/(Deficit) Current Operations From/(To) Fund Balance	\$ -	\$ (906,259)	\$ -	\$ -	\$ (906,259)
Ending Fund Balance 6/30/24	\$ 133,620,137	\$ 132,713,878	\$ -	\$ -	\$ 132,713,878

\* NOTE 1 - Beginning Fund Balance is estimated until completion of 2022-23 Comprehensive Annual Financial Statement (CAFR)

**SAN ANTONIO INDEPENDENT SCHOOL DISTRICT**  
**Budget Amendment No. 5**  
**For DECEMBER 2023**  
**Board Agenda**  
**FOOD SERVICE FUND**

<b>REVENUE</b>	<b>Budget As Adopted July 1, 2023</b>	<b>Budget As Amended</b>	<b>Administrative Adjustments # 5</b>	<b>BA No. 5 Changes</b>	<b>Budget As Amended Thru BA # 4</b>
5700 Local	\$ 1,193,232	\$ 1,193,232	\$ -	\$ -	\$ 1,193,232
5800 State	131,825	131,825	-	-	131,825
5900 Federal	42,164,042	42,364,042	-	-	42,364,042
Total Revenue	43,489,099	43,689,099	-	-	43,689,099
7900 Other Resources	1,031	1,031	-	-	1,031
<b>Total Revenue &amp; Other Resources</b>	<b>\$ 43,490,130</b>	<b>\$ 43,690,130</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 43,690,130</b>
<b>APPROPRIATIONS</b>					
11 Instruction	\$ -	\$ -	\$ -	\$ -	\$ -
12 Inst Resources & Media	-	-	-	-	-
13 Curriculum & Prof. Dev.	-	-	-	-	-
21 Instructional Administration	-	-	-	-	-
23 School Leadership	-	-	-	-	-
31 Guidance & Counseling	-	-	-	-	-
32 Social Work Services	-	-	-	-	-
33 Health Services	-	-	-	-	-
34 Student Transportation	-	-	-	-	-
35 Food Services	43,518,101	43,670,056	-	-	43,670,056
36 Cocurricular/Extracurricular	-	-	-	-	-
41 General Administration	-	-	-	-	-
51 Plant Maintenance	791,060	839,105	-	-	839,105
52 Security & Monitoring	-	-	-	-	-
53 Data Processing	-	-	-	-	-
61 Community Services	-	-	-	-	-
71 Debt Services- Principal	-	-	-	-	-
72 Debt Services- Interest	-	-	-	-	-
73 Debt Services- Other Costs	-	-	-	-	-
81 Facilities Acq. & Construction	-	-	-	-	-
95 Payments to JJAEP	-	-	-	-	-
99 Intergovernmental Charges	-	-	-	-	-
Total Appropriations	44,309,161	44,509,161	-	-	44,509,161
Other Uses	-	-	-	-	-
<b>Total Appropriations &amp; Other Uses</b>	<b>\$ 44,309,161</b>	<b>\$ 44,509,161</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 44,509,161</b>
* Beginning Fund Balance 7/01/23	\$ 3,147,914	\$ 3,147,914			\$ 3,147,914
Excess/(Deficit) Current Operations From/(To) Fund Balance	\$ (819,031)	\$ (819,031)	\$ -	\$ -	\$ (819,031)
Ending Fund Balance 6/30/24	\$ 2,328,883	\$ 2,328,883	\$ -	\$ -	\$ 2,328,883

\* NOTE 1 - Beginning Fund Balance is estimated until completion of 2022-23 Comprehensive Annual Financial Statement (CAFR)

**SAN ANTONIO INDEPENDENT SCHOOL DISTRICT**  
**Budget Amendment No. 5**  
**For DECEMBER 2023**  
**Board Agenda**  
**DEBT SERVICE FUND**

<b>REVENUE</b>	<b>Budget As Adopted July 1, 2023</b>	<b>Budget As Amended</b>	<b>Administrative Adjustments # 5</b>	<b>BA No. 5 Changes</b>	<b>Budget As Amended Thru BA # 5</b>
5700 Local	\$ 122,878,279	\$ 122,878,279	\$ -	\$ -	\$ 122,878,279
5800 State	2,400,000	2,400,000	-	-	2,400,000
5900 Federal	2,990,271	2,990,271	-	-	2,990,271
Total Revenue	128,268,550	128,268,550	-	-	128,268,550
Fm Resv. & Desig. Fund Bal	-	-	-	-	-
Subtotal	128,268,550	128,268,550	-	-	128,268,550
7900 Other Resources	-	-	-	-	-
<b>Total Revenue &amp; Other Resources</b>	<b>\$ 128,268,550</b>	<b>\$ 128,268,550</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 128,268,550</b>
<b>APPROPRIATIONS</b>					
11 Instruction	\$ -	\$ -	\$ -	\$ -	\$ -
12 Inst Resources & Media	-	-	-	-	-
13 Curriculum & Prof. Dev.	-	-	-	-	-
21 Instructional Administration	-	-	-	-	-
23 School Leadership	-	-	-	-	-
31 Guidance & Counseling	-	-	-	-	-
32 Social Work Services	-	-	-	-	-
33 Health Services	-	-	-	-	-
34 Student Transportation	-	-	-	-	-
35 Food Services	-	-	-	-	-
36 Cocurricular/Extracurricular	-	-	-	-	-
41 General Administration	-	-	-	-	-
51 Plant Maintenance	-	-	-	-	-
52 Security & Monitoring	-	-	-	-	-
53 Data Processing	-	-	-	-	-
61 Community Services	-	-	-	-	-
71 Debt Services- Principal	57,475,001	57,475,001	-	-	57,475,001
72 Debt Services- Interest	62,854,097	62,854,097	-	-	62,854,097
73 Debt Services- Other Costs	469,998	469,998	-	-	469,998
81 Facilities Acq. & Construction	-	-	-	-	-
95 Payments to JJAEP	-	-	-	-	-
99 Intergovernmental Charges	-	-	-	-	-
Total Appropriations	120,799,096	120,799,096	-	-	120,799,096
Other Uses	-	-	-	-	-
<b>Total Appropriations &amp; Other Uses</b>	<b>\$ 120,799,096</b>	<b>\$ 120,799,096</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 120,799,096</b>
* Beginning Fund Balance 7/01/23	\$ 128,680,602	\$ 128,680,602			\$ 128,680,602
Excess/(Deficit) Current Operations From/(To) Fund Balance	\$ 7,469,454	\$ 7,469,454	\$ -	\$ -	\$ 7,469,454
Ending Fund Balance 6/30/24	<u>\$ 136,150,056</u>	<u>\$ 136,150,056</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 136,150,056</u>

\* NOTE 1 - Beginning Fund Balance is estimated until completion of 2022-23 Comprehensive Annual Financial Statement (CAFR)

**SAN ANTONIO INDEPENDENT SCHOOL DISTRICT  
AMENDED BUDGET  
For Fiscal Year Ending June 30, 2024**

<b>CODE</b>	<b>REVENUES</b>	<b>GENERAL FUND</b> M&O Tax Rate \$0.75755	<b>FOOD SERVICE</b>	<b>DEBT SERVICE</b> I&S Tax Rate \$0.45027	<b>TOTAL</b> Tax Rate \$1.20782
5700	Local Revenue	\$ 248,542,937	\$ 1,193,232	\$ 122,878,279	\$ 372,614,448
5800	State Revenue	227,831,956	131,825	2,400,000	230,363,781
5900	Federal Revenue	12,951,313	42,364,042	2,990,271	58,305,626
	<b>TOTAL REVENUES</b>	<b>\$ 489,326,206</b>	<b>\$ 43,689,099</b>	<b>\$ 128,268,550</b>	<b>\$ 661,283,855</b>
	<b>APPROPRIATIONS</b>				
11	Instruction	\$ 283,597,719	\$ -	\$ -	\$ 283,597,719
12	Instructional Resources & Media Svcs.	5,094,547	-	-	5,094,547
13	Curriculum Development & Inst Staff Dev	14,528,506	-	-	14,528,506
21	Instructional Leadership	12,288,217	-	-	12,288,217
23	School Leadership	44,413,943	-	-	44,413,943
31	Guidance, Counseling & Evaluation Svc.	6,558,472	-	-	6,558,472
32	Social Work Services	2,364,182	-	-	2,364,182
33	Health Services	9,245,506	-	-	9,245,506
34	Student ( Pupil) Transportation	14,205,823	-	-	14,205,823
35	Food Services	1,528,304	43,670,056	-	45,198,360
36	Cocurricular /Extracurricular Activities	14,117,097	-	-	14,117,097
41	General Administration	18,682,268	-	-	18,682,268
51	Plant Maintenance & Operations	36,680,730	839,105	-	37,519,835
52	Security & Monitoring Services	3,036,188	-	-	3,036,188
53	Data Processing Services	11,464,695	-	-	11,464,695
61	Community Services	2,208,138	-	-	2,208,138
71	Debt Services- Principal	2,176,789	-	57,475,001	59,651,790
72	Debt Services- Interest	-	-	62,854,097	62,854,097
73	Debt Services- Other Costs	-	-	469,998	469,998
81	Facilities Acquisition & Construction	1,260,907	-	-	1,260,907
93	Payments to Members SSA	-	-	-	-
95	Payments to JJAEP	52,886	-	-	52,886
99	Other Intergovernmental Charges	1,726,048	-	-	1,726,048
	<b>TOTAL APPROPRIATIONS</b>	<b>\$ 485,230,965</b>	<b>\$ 44,509,161</b>	<b>\$ 120,799,096</b>	<b>\$ 650,539,222</b>
	<b>OTHER RESOURCES &amp; USES</b>				
7900	Other Resources	\$ -	\$ 1,031	\$ -	\$ 1,031
8900	Other Uses	(5,001,500)	-	-	(5,001,500)
		<b>\$ (5,001,500)</b>	<b>\$ 1,031</b>	<b>\$ -</b>	<b>\$ (5,000,469)</b>
	Excess/(Deficit) Current Operations	\$ (906,259)	\$ (819,031)	\$ 7,469,454	\$ 5,744,164
3000	From/(To) Fund Balance	906,259	819,031	(7,469,454)	(5,744,164)
	Difference	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>



**SAN ANTONIO INDEPENDENT SCHOOL DISTRICT**  
For Posted Data Available through October 11, 2023

**Elementary & Secondary School Emergency Relief Fund**

Total Available ESSER II & III **\$270.1 Million**  
For Program Years 2021 through 2024

<u>Budget Priorities</u>	<u>Amended Budget</u>	<u>Actual Expenditures Program to date 2021 through 2023 YTD</u>
Leveraging Social & Emotional Resources to support students & families	77,731,038	48,297,967
Extended Instructional Calendar Initiative promoting a strong recovery	7,824,063	7,791,513
Continued Investment in Personal Protective Equipment (PPE) & safety protocols	78,787,356	69,052,559
Additional Supports Needed for a Strong Recovery	55,047,436	50,353,036
Retention Stipend, Revenue Shortfall, Compensation, & Other Recovery Initiatives	50,710,116	20,623,685
	<b>\$ 270,100,009</b>	<b>\$ 196,118,760</b>

\* Actual Expenditures do not yet reflect full amounts for salary payroll transactions.

**Strategic Initiatives Fund (YTD expenses for 2023-2024 School Year)**

	<u>Fund Balance</u>	<u>YTD Expend. / Encumb.</u>
<b>Fund Balance</b>		
Beginning of Current Fiscal Year	<b>\$37,500,000</b>	
Plus Additions:		
QSCB Federal Subsidy Revenues	-	
Emergency Connectivity Fund Revenue	-	
Transfers in from Other Funds	-	
<b>Available Fund Balance before Current Year Expenditures:</b>	<b>\$ 37,500,000</b>	<b>\$ 37,500,000</b>
<b>Less:</b>		
Year-to-Date Expenditures		379,970
POs Encumbered but not Paid		1,106,276
Budget Issued but not Encumbered		510,463
<b>Available Fund Balance:</b>		<b>\$ 35,503,292</b>

\* Beginning balance reflects estimated balances as of June 30, 2023

**Professional Services Managed by Board of Trustees- (YTD expenses for 2023-2024 School Year)**

	<u>Current Actual</u>	<u>Year to Date Actual</u>
<b>Legal Services- General Counsel</b> Escamilla & Poneck, LLP	\$ -	\$ 328,590
<b>External Audit Services (All Engagement Years)</b> Garza, Gonzalez & Associates		24,650
<b>Financial Advisors</b> Frost Bank	-	-
<b>Total Professional Expenditures</b>	<b>\$ -</b>	<b>\$ 353,240</b>

## SAISD BOARD AGENDA SUMMARY FORM

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**AGENDA TITLE:** Approval of Procurement Services’ Recommendations for Bids, Proposals, and Awards

**PURPOSE:**           [ ]   **PRESENTATION/DISCUSSION**  
                          [X]   **DISCUSSION/ACTION**

**REQUESTED BY:** Dottie Carreon, Chief Financial Officer, Financial Services & Business Operations

**PRESENTER:**       Dottie Carreon, Chief Financial Officer, Financial Services & Business Operations

**MEETING DATE:** December 11, 2023

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### **I. DESCRIPTION OF ITEM FOR DISCUSSION AND/OR APPROVAL**

The Board is requested to approve Procurement Services’ Recommendations to Board of Trustees for December 11, 2023.

### **II. RECOMMENDATION AND/OR ALTERNATIVES CONSIDERED**

1. Be it resolved that the Board approve the purchase of necessary mathematical classroom materials. This purchase will provide secondary math students graphing calculators to support mathematics curriculum and exam preparation.

- Recommended by: Academics
- Submitted by: Debbie Leija
- Selection Method: CTPA Elgin ISD 2019-05
- Contract Term: Period covering December 11, 2023 through December 13, 2024
- Funding Source: Federal – 282-11-6399-XXX-11-R29

**VENDOR**

Scantex Business Systems

**AWARD AMOUNT**

\$303,435.60 (annually) approximately

2. Be it resolved that the Board approve the increase in expenditure for the purchase of Kitchen Appliance Repairs and Installation. This purchase was originally approved in the amount of \$150,000.00/year on December 13, 2022. Resolved that the Board approve the increase in expenditure by \$350,000/year for a total of \$500,000/year.

- Recommended by: Child Nutrition Services
- Submitted by: Beveylon Concha
- Selection Method: Invitation for Bid – IFB # 22-054 (AS)
- Contract Term: Period covering December 12, 2023 through June 30, 2024
- Funding Source: Federal – 240-35-6249-34-887-99-000

**VENDOR**

Mueller & Wilson

**AWARD AMOUNT**

\$500,000 (annually) approximately

3. Be it resolved that the Board approve the purchase of Portable Classroom units in support of various 2020 Bond projects. This purchase will provide temporary phasing facilities to facilitate the construction process for various campuses.

- Recommended by: Construction Services
- Submitted by: Yvonne Litte
- Selection Method: BuyBoard #637-21
- Contract Term: Period covering: December 12, 2023 – February 09, 2024
- Funding Source: Bond – 661-81-6299-XX-XXX-XX-M-30  
661-81-6629-XX-XXX-99-X-XX

<u>VENDOR</u>	<u>AWARD AMOUNT</u>
Aries Building System	\$2,500,000
Mobile Modular Management Corporation	
Palomar Modular Buildings	

4. Be it resolved that the Board approve the increase in expenditure for the purchase of Chiller Maintenance to include Installation, Repairs and Assessments. This purchase was originally approved in the amount of \$480,000.00/year on September 18, 2023. Resolved that the Board approve the increase in expenditure by \$1,020,000/year for a total of \$1,500,000/year.

- Recommended by: Construction Services
- Submitted by: Yvonne Litte
- Selection Method: Request for Proposal – RFP #23-029(RC)
- Contract Term: Period covering: December 12, 2023 through September 18, 2024 with the option to renew for four (4) additional one (1) year periods
- Funding Source: Bond – 661-81-6629-XX-99-X-VC

<u>VENDOR</u>	<u>AWARD AMOUNT</u>
Brandt Companies	\$1,500,000
Columbia Contracting	
Gillette Air Conditioning	
Johnson Controls	
Kilgore Industries	
L.C. Mosel	
Maximum AC & Heating	
Texas Chiller Systems	
Trane Company	
SCG Mechanical dba Way Mechanical	

5. Be it resolved that the Board approve the purchase of computers, hardware, technology devices, maintenance and related services. This purchase will be used to support all grade levels, Pre-K through 12<sup>th</sup> grade, to perform academic duties throughout the year.

- Recommended by: Information Technology
- Submitted by: Stephen Haskin
- Selection Method: Choice Partnerships 23/036SG-01
- Contract Term: Period covering December 12, 2023 through May 17, 2024
- Funding Source: Local – 197-11-6399-27-xxx-11-E-CF  
Bond – 671-11-6399-27-950-11-D-10  
Bond – 672-11-6399-27-950-11-D-10

<u>VENDOR</u>	<u>AWARD AMOUNT</u>
Apple Computer Inc.	\$2,593,250.00

6. Be it resolved that the Board approve the ratification and purchase of consulting services for bond program management information technology services for Project Mates.
- Recommended by: Operation Services
  - Submitted by: Michael Eaton
  - Selection Method: Request for Proposals – RFP #20-043 (RC)
  - Contract Term: Period covering July 1, 2023 through December 31, 2023
  - Funding Source: Bond – 661-81-6291-00-935-99-P-63

**VENDOR**

E-Rate Elite Services

**AWARD AMOUNT**

\$317,250 approximately

7. Be it resolved that the Board approve the purchase/lease of High Production Copiers. This purchase/lease will be used to facilitate print orders, specifically for high-volume orders district-wide and used to support students in the CATE Print Programs. Resolved that the Board approve the contract and, further, that the Board authorize the Superintendent or his designee to exercise extensions of the contract term pursuant to the contract’s provisions.

- Recommended by: Printing Services
- Submitted by: Mark Salas
- Selection Method: PACE P00230
- Contract Term: Period covering December 12, 2023 through December 30, 2024
- Funding Source: Local - 199-41-6269-02-960-99-0-00

Local - 461-11-6299-13-008-11-00

Local - 461-11-6269-02-001-11-00

**VENDOR**

Xerox Business Solutions Southwest

**AWARD AMOUNT**

\$444,600 approximately

**III. BUDGET CODE NUMBER, DESCRIPTION AND AMOUNT**

N/A

**IV. 2023 - 2024 DISTRICT GOALS/GUARDRAILS (CHECK ALL THAT APPLY)**

- X **Improve Reading and Writing Outcomes for all Students** - We will increase the percentage of all students who are Meets grade level in reading across all grades from 35% in August 2022, to 50% in August 2027.
- X **Improve Math Outcomes for Black Students** - We will increase the percentage of Black students who are Meets grade level in math across all grades from 16% in August 2022, to 50% in August 2027.
- X **Improve College Readiness for Students with Disabilities** - We will increase the percentage of students with IEPs receiving instruction and services in the general education setting who meet the TSI College-Ready Standard in reading and math from 4% in August 2022, to 30% in August 2027.
- X **Improve Social Emotional Readiness in all Students** - We will increase by 25% the percentage of all students who meet the “to be determined” SAISD Standard for Social Emotional Readiness from the August 2024 baseline, to baseline +25% in August 2027.

**The following Board Guardrails were designed to represent the community values that must be protected while in pursuit of the Board Goals. (CHECK ALL THAT APPLY)**

- Embrace Our Community** - The Superintendent will not implement major decisions of the board without authentic community engagement, including students, staff, families, and community.
- Support Excellent Schools in Every Neighborhood** - The Superintendent will not allow any neighborhood to be without a high-quality school.
- Create Safe Environments** - The Superintendent will not allow students, staff, and families to learn and work in an environment that is not physically and emotionally safe.
- Ensure Equitable Funding** - The Superintendent will not allow any school to be funded at a level that is inadequate to produce transformational learning in all students.

### PROCUREMENT SERVICES CONSENT AGENDA FORM

1. Description of goods, services and/or contract recommended for purchase: TI Nspire Graphing calculators. This item was previously approved by the Superintendent on August 10, 2023. we are now requesting an increase in expenditure.

2. How will goods and/or services be used? (List Campus/Grades Impacted): Secondary math students will utilize graphing calculators for mathematics curriculum, preparation and exams.

3. Submitted by: Debbie Leija office of Academics 10/20/2023  
Printed Name Department Date

4. Recommended Vendor(s): Company Name: Scantex Business System  
Address: P.O BOX 47398  
City/State/Zip: Atlanta, GA 30362  
Phone No: 800-241-0348  
Point of Contact: Per Kolmers  
E-mail Address: sales@ticalculators.com  
*(Use a separate sheet to identify multiple vendors)*  
Vendor #: 67486  
*(Please provide vendor number if you have used them before. If not put N/A)*

5. Selection Method Used: (check one)  
 Competitive Purchase (RFP, RFQ, IFB), Contract #: \_\_\_\_\_  
 Purchasing Coop (i.e. ESC 20, DIR, BuyBoard), Coop Name / Contract #: \_\_\_\_\_  
 Interlocal (i.e. NISD, Judson ISD, NEISD), Contract #: CTPA ELGIN ISD 2019-05 (3)  
 Professional Services  
 Sole Source Contract Expiration Date: 07/01/2024  
 Other

6. Purchase valid from: 12/12/2023 through: 06/30/2024

7. For Competitive Purchases Only: Renewals: Yes \_\_\_\_\_ No   
No. of Renewals: \_\_\_\_\_

8. Type of Request: (check one)  
 One-Time Purchase  
 Purchase throughout the school year or on an "as needed" basis  
 Expenditure (funding increases)

9. Total Cost for Goods and/or Services to be Purchased: \$ 303,435.60 (Approximately) per Year for 1 Years.

10. Funding Source(s) – check all that apply: Federal  State \_\_\_\_\_ Local \_\_\_\_\_ Bond \_\_\_\_\_  
ESSER

Provide Budget Codes & Descriptions: 282-11-6399-65-xxx-11-R29

11. Provide a copy of General Ledger Inquiry showing corresponding balances.



12. Additional Impact:

A. Other Estimated Financial Impact (other costs that will be needed as a result of this purchase):

1) Vehicle Insurance (Director, Employee Benefits signs below) \$ 0

<u>Debbie Leija</u>	<u>Debbie Leija</u>	<u>10/20/2023</u>
Requestor Signature	Type Name	Date
<hr/>		
Sr. Executive Director/Executive Director Signature	Type Name	Date
<hr/>		
Assistant Superintendent/Assistant Superintendent Signature	Type Name	Date
<u>Patti Salzmann</u>	<u>Patti Salzmann</u>	<u>10/23/2023</u>
Assistant Superintendent Signature	Type Name	Date
<u>Edward Romero</u>	<u>Eddie Romero</u>	<u>10/31/2023</u>
Executive Director, Operations & Business Services Signature	Type Name	Date

**COORDINATION CONDUCTED WITH (if required):**

<u>Yvonne Little</u>	<u>Yvonne Little</u>	<u></u>
Construction & Development Services Signature	Type Name	Date
<hr/>		
<u>Michael Eaton</u>	<u>Michael Eaton</u>	<u></u>
Chief Operations Officer Signature	Type Name	Date
<hr/>		
<u>Dr. Kenneth Thompson</u>	<u>Dr. Kenneth Thompson</u>	<u></u>
Deputy Superintendent Operations Signature	Type Name	Date
<u>Eva Mendoza</u>	<u>Eva Mendoza</u>	<u>10/23/2023</u>
Chief Information Technology Officer, Information Technology Signature	Type Name	Date
<hr/>		
<u>Dr. James Hilton Harrell</u>	<u>Dr. James Hilton Harrell</u>	<u></u>
Chief of Human Capital Management Signature	Type Name	Date
<hr/>		
<u>Laura Short</u>	<u>Laura Short</u>	<u></u>
Human Resources & Parent Engagement Signature	Type Name	Date
<u>Dorothy H. Carreon</u>	<u>Dottie Carreon</u>	<u>11/1/2023</u>
Chief Financial Officer, Financial Services & Business Operations Signature	Type Name	Date
<hr/>		
<u>Lorena Sanchez</u>	<u>Lorena Sanchez</u>	<u></u>
Director, Employee Benefits, Risk Management & Safety Signature (signs for vehicle purchases requiring insurance)	Type Name	Date

Revised: September, 2023

**PROCUREMENT SERVICES CONSENT AGENDA FORM**

1. Description of goods, services and/or contract recommended for purchase: Kitchen appliance repairs and Installation services of kitchen appliances, equipment, and facilities previously approved on December 13, 2022

2. How will goods and/or services be used? (List Campus/Grades Impacted): Repair services to be utilized as needed across all campus and district-wide kitchens previously approved for \$150,000/year and is requesting an increase of \$350,000/year for a total of \$500,000/year.

3. Submitted by: Beveylon Concha Child Nutrition 10/30/2023  
Printed Name Department Date

4. Recommended Vendor(s): Company Name: Mueller & wilson, Inc.  
Address: 12747 Cimarron Path  
City/State/Zip: San Antonio, Texas 78249  
Phone No: 210-824-9461  
Point of Contact: Brian C. wilson  
E-mail Address: bcwilson@mwiusa.com  
*(Use a separate sheet to identify multiple vendors)*  
Vendor #: N/A  
*(Please provide vendor number if you have used them before. If not put N/A)*

5. Selection Method Used: (check one)  
 Competitive Purchase (RFP, RFQ, IFB), Contract #: IFB 22-054 (AS)  
 Purchasing Coop (i.e. ESC 20, DIR, BuyBoard), Coop Name / Contract #: \_\_\_\_\_  
 Interlocal (i.e. NISD, Judson ISD, NEISD), Contract #: \_\_\_\_\_  
 Professional Services  
 Sole Source Contract Expiration Date: 12/13/2023  
 Other

6. Purchase valid from: 12/14/2022 through: 12/13/2023

7. For Competitive Purchases Only: Renewals: Yes  No   
No. of Renewals: 4 (1) year options

8. Type of Request: (check one)  
 One-Time Purchase  
 Purchase throughout the school year or on an "as needed" basis  
 Expenditure (funding increases)

9. Total Cost for Goods and/or Services to be Purchased: \$ 500,000.00 (Approximately) per Year for 1 Years.

10. Funding Source(s) – check all that apply: Federal  State  Local  Bond   
240-35-6249-34-887-99-000  
Provide Budget Codes & Descriptions: \_\_\_\_\_  
Federal Funding - Child Nutrition

11. Provide a copy of General Ledger Inquiry showing corresponding balances.

12. Additional Impact:

A. Other Estimated Financial Impact (other costs that will be needed as a result of this purchase):

1) Vehicle Insurance (*Director, Employee Benefits signs below*) \$ 0

<u>Beveylon Concha</u>	Beveylon Concha	10/30/2023
Signature	Type Name	Date
<u>Jenny Arredondo</u>	Jenny Arredondo	10/30/2023
Sr. Executive Director/Executive Director Signature	Type Name	Date
Associate Superintendent/Assistant Superintendent Signature	Type Name	Date
Deputy Superintendent Signature	Type Name	Date
<u>Edward Romero</u>	Eddie Romero	11/1/2023
Executive Director, Operations & Business Services Signature	Type Name	Date

**COORDINATION CONDUCTED WITH (if required):**

<u>Michael Eaton</u>	Yvonne Little	
Employee Services Signature	Type Name	Date
<u>Michael Eaton</u>	Michael Eaton	10/30/2023
Signature	Type Name	Date
<u>Kenneth Thompson</u>	Dr. Kenneth Thompson	10/31/2023
Deputy Superintendent Operations Signature	Type Name	Date
Chief Information Technology Officer, Information Technology Signature	Eva Mendoza	
	Type Name	Date
Chief of Human Capital Management Signature	Dr. James Hilton Harrell	
	Type Name	Date
Business & Parent Engagement Signature	Laura Short	
<u>Dorothy H. Carreon</u>	Type Name	Date
Chief Financial Officer, Financial Services & Business Operations Signature	Dottie Carreon	11/2/2023
	Type Name	Date
Director, Employee Benefits, Risk Management & Safety Signature ( <i>signs for vehicle purchases requiring insurance</i> )	Lorena Sanchez	
	Type Name	Date

Revised: September, 2023

**PROCUREMENT SERVICES CONSENT AGENDA FORM**

1. Description of goods, services and/or contract recommended for purchase: \_\_\_\_\_  
In order to establish a pool of vendors for Portable Classroom that may be utilized on an as needed basis for various bond projects.

2. How will goods and/or services be used? (*List Campus/Grades Impacted*): \_\_\_\_\_  
Under the 2020 Bond temporary phasing facilities are needed were identified to facilitate the construction process. Having a pre-approved list of vendors to obtain proposals will ensure that construction process stays on track for the safety and security of staff and students

3. Submitted by: Yvonne Little \_\_\_\_\_ Construction and Development \_\_\_\_\_  
Printed Name Department Date

4. Recommended Vendor(s): Company Name: Various See Attached List  
Address: Various See Attached List  
City/State/Zip: Various See Attached List  
Phone No: Various See Attached List  
Point of Contact: Various See Attached List E-mail Address: Various See Attached List  
(*Use a separate sheet to identify multiple vendors*)  
Vendor #: Various See Attached List  
(*Please provide vendor number if you have used them before. If not put N/A*)

5. Selection Method Used: (*check one*)  
 Competitive Purchase (RFP, RFQ, IFB), Contract #: 23-029(RC)  
 Purchasing Coop (i.e. ESC 20, DIR, BuyBoard), Coop Name / Contract Buyboard # 637-21  
 Interlocal (i.e. NISD, Judson ISD, NEISD), Contract #: \_\_\_\_\_  
 Professional Services  
 Sole Source Contract Expiration Date: 02/29/2024  
 Other

6. Purchase valid from: 12/12/2023 through: 02/09/2024

7. For Competitive Purchases Only: Renewals: Yes  No   
No. of Renewals: 1

8. Type of Request: (*check one*)  
 One-Time Purchase  
 Purchase throughout the school year or on an “as needed” basis  
 Expenditure (*funding increases*)

9. Total Cost for Goods and/or Services to be Purchased: 2,500,000.00 (*Approximately*) per Year for 1 Years.

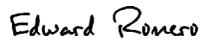
10. Funding Source(s) – check all that apply: Federal  State  Local  Bond   
Provide Budget Codes & Descriptions: 661-81-6299-XX-XXX-XX-M-30  
661-81-6629-XX-XXX-99-X-XX

11. Provide a copy of General Ledger Inquiry showing corresponding balances.

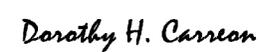
12. Additional Impact:

A. Other Estimated Financial Impact (other costs that will be needed as a result of this purchase):

1) Vehicle Insurance (*Director, Employee Benefits signs below*) \$ 0

	Yvonne Little	12/1/2023
Requestor Signature	Type Name	Date
<hr/>		
Sr. Executive Director/Executive Director Signature	Type Name	Date
<hr/>		
Associate Superintendent/Assistant Superintendent Signature	Type Name	Date
<hr/>		
Deputy Superintendent, Academics & School Leadership Signature	Patricia Salzmann Type Name	Date
<hr/>		
	Eddie Romero	12/4/2023
Executive Director, Operations & Business Services Signature	Type Name	Date

**COORDINATION CONDUCTED WITH (if required):**

	Michael Eaton	12/1/2023
Development Services Signature	Type Name	Date
<hr/>		
	Dr. Kenneth Thompson	12/1/2023
Deputy Superintendent Operations Signature	Type Name	Date
<hr/>		
Chief Information Technology Officer, Information Technology Signature	Eva Mendoza Type Name	Date
<hr/>		
Management Signature	Christopher Martinez Type Name	Date
<hr/>		
	Dottie Carreon	12/4/2023
Chief Financial Officer, Financial Services & Business Operations Signature	Type Name	Date
<hr/>		
Director, Employee Benefits, Risk Management & Safety Signature ( <i>signs for vehicle purchases requiring insurance</i> )	Lorena Sanchez Type Name	Date

Revised: April, 2023

Aries Building System  
12600 Featherwood Drive  
Houston TX 77034  
BuyBoard #637-21  
Michael Bollero  
[Mbj@ariesbuildings.com](mailto:Mbj@ariesbuildings.com)

Mobile Modular Management Corporation  
4445 E Sam Houston Parkway S  
Pasadena TX 77505  
BuyBoard # 637-21  
Jon Steward  
[jonathen.Steward@mgrc.com](mailto:jonathen.Steward@mgrc.com)

Palomar Modular Buildings  
505 North I35 East  
DeSoto, TX 75115  
Buyboard #637-21  
Jane Tavern  
[jtavern@palomarmodular.com](mailto:jtavern@palomarmodular.com)

Aries Building Systems, LLC  
 6126 E. Houston Rd.  
 Houston, TX 77028  
**Aries Rep.:** Ezra Lyon  
**Aries Rep. Ph.:** (409) 539-0489  
**Aries Email:** elyon@ariesbuildings.com



# SALE PROPOSAL

**Proposal Date:** 11/15/2023  
**Quote No.:** 1

**Customer:**  
 SAISD  
 514 W Quincy Street  
 San Antonio, TX 78212

**Customer Contact:**  
 Troy Spear  
 210.254.6371  
[tspear@saisd.net](mailto:tspear@saisd.net)

**Project Delivery Details:**  
 SAISD - Campus TBD

**Delivery Date:** 8 Pack Modular Classroom  
 Bldg is ready for immediate  
 delivery post PO

**BuyBoard:** 637-21

SALE EQUIPMENT INFORMATION				
<i>(Subject to availability and credit approval)</i>				
Equipment Description (New Modular Building)	Qty.	UOM	Unit Cost	Extended Total
(1) NEW 126'X64', 8 PACK W/ RESTROOM MODULAR CLASSROOM ROOM BUILDING	1	SUM	\$669,232.00	\$669,232.00
<b>TOTAL SALE EQUIPMENT COST:</b>				<b>\$669,232.00</b>
DELIVERY AND SITE SERVICES				
Description/Project Scope	Qty.	UOM	Unit Cost	Total Sale Cost
PM / Delivery / Freight / Block / Level / Anchor / (2) 15'X10' Aluminum Decks, Ramp & Stairs @ FFE 40" / Skirting	1	SUM	\$228,537.00	\$228,537.00
<b>TOTAL DELIVERY AND SITE SERVICES:</b>				<b>\$228,537.00</b>
OPTIONAL PRODUCTS & SERVICES				
Description/Project Scope	Qty.	UOM	Unit Cost	Total Sale Cost
ADD (2) 14'X64 Modules to Add (2) Classrooms to make 8 Pack a 10 Pack Modular Classroom Bldg w/ Restroom Module. Price includes Delivery / Freight / Block / Level / Anchor / Skirting	1	SUM	\$189,394.00	\$189,394.00
<b>TOTAL OPTIONAL PRODUCTS &amp; SERVICES:</b>				<b>\$189,394.00</b>
PROPOSAL TOTAL				
<i>Proposal Total Includes Equipment Sale, Delivery &amp; Site Services and Optional Products &amp; Services</i> <b>NOTE: Total does not include applicable State and Local Taxes.</b>				<b>\$1,087,163.00</b>
SPECIAL NOTES				
ARIES to deliver and block, level and anchor (1) 126'X64' Modular 8 Pack Classroom Building w/ Restroom Module. Locker Room Building. ARIES assumes set height / FFE will be 40" above grade. ARIES has included skirting to match exterior Hi-Rib siding as well as aluminum decks, ramps and stairs. All MEP/Low Volt Connections as well as permit and applicable engineered drawings are excluded from ARIES Scope. A letter of Intent will be needed within (7) business days in order to hold this 126'X64' Modular 8 Pack Classroom Building w/ Restroom Module until next SAISD Board Meeting in December, 2023.				

**THIS QUOTE SALE/PROPOSAL WHEN SIGNED BY BOTH PARTIES BECOMES A FULLY BINDING SALE AGREEMENT.**



Proposal Date: 11/15/2023

Quote No.: 1

**PAYMENT TERMS:** All pricing is subject to credit approval and payment terms will be determined upon receipt of required financial information. Down payment percentage and mobilization fees provided upon approval, if required. Any and all ancillary, design and construction associated costs will be billed bi-weekly or monthly.

**PRICING NOTES:** All pricing is based on non-union, non-prevailing rates subject to product availability and ARIES standard terms and conditions. This proposal is good for (5) Days and when executed will be made a part of the final Agreement. Pricing excludes all taxes, import and export fees, local permits, impact fees, site inspections and unknowns. Any items not listed in this proposal or attachments are excluded.

**GENERAL SPECIFICATIONS:** Please note that all the above Equipment is subject to existing inventory, may have various specifications and ARIES is providing our best configuration layouts available, but not all floor plans may be exact to the provided conceptual layouts. The Equipment may be "New" or "Existing" Equipment.

**COLOR AND MATERIALS:** All Materials are based on ARIES standard selections. ARIES will supply electronic color selections to choose from for the construction (if non-standard purchase). Selections will need to be made prior to procurement of materials and production of buildings. For projects utilizing existing buildings, color selections will not be given as the buildings are already completed.

**SUBSTITUTES AND ALTERNATES:** ARIES reserves the right to substitute for ARIES Standards.

**IMPORTANT NOTICE IN REGARD TO GENERATOR USE:** The package HVAC units on modular buildings are designed to operate from "Line Power", use of a generator to power the unit could result in malfunction. Any HVAC service caused by use of a generator will be billable.

**CLARIFICATIONS**

1. Proposal assumes Customer will provide a clear and accessible site to allow for the delivery and installation of modular sections, as well as the takedown and return of the modular sections (if applicable) using standard modular industry vehicles and equipment.
2. Proposal does not include unknown or unforeseen events such as lack of natural resources, driver wait time, escorts, Customer preparedness, differing or hidden site conditions, or site preparations unless stated otherwise herein. Customer will be responsible for any associated cost impacts resulting from such events.
3. Proposal does not include Engineering beyond standard Modular Engineering Packages for State Modular Certification; unless stated otherwise herein.
4. Proposal does not include applicable site development work up to building line including, but not limited to parking, entries, sidewalks, site plumbing (water and sewer), site power (electrical), signage, landscaping, and fencing; unless stated otherwise herein. Dumpster and port-o-john to be supplied by Customer. Any HVAC condensate french drains or piping is excluded from ARIES scope of work.
5. Proposal does not include services, manifolds, piping, lifts, meters, valves, connections, etc. to site water and waste; unless stated otherwise herein.
6. Proposal does not include services, manifolds, conduits, panels, meters, disconnects, connections, etc. to site electrical or gas services; unless stated otherwise herein.
7. Proposal does not include any voice, data, security, notification, fire alarm or fire suppressions systems; unless stated otherwise herein.
8. Proposal does not include, FFE, signage, HVAC testing and balancing, condensation drains, gutters, downspouts, etc.; unless stated otherwise herein.
9. Proposal includes cooperative purchasing fees or memberships.
10. Proposal does not include Municipal, City, County or State permitting.

**Payments will be made to Seller as follows:**

- \_\_\_\_\_ 25 % Due Upon Receipt of PO post December, 2023 SAISD Board Meeting (Contingent on "Letter of Intent" to hold 8 Pack)
- \_\_\_\_\_ 65 % Due Upon Delivery of the Building(s)
- \_\_\_\_\_ 10 % Due Upon Substantial Completion of the Work

**INVOICING OPTIONS (Select One)**

**Paperless Option**

ARIES prefers electronic invoicing, an efficient, convenient and environmentally friendly process. To avoid fees, provide us with the proper email address for your invoices.

A/P Email: \_\_\_\_\_

A/P Email on File: \_\_\_\_\_

**Standard Mail Option**

Customer prefers to receive paper invoice via US Mail. Invoices will be mailed to:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_



Proposal Date: 11/15/2023

Quote No.: 1

**ACCEPTANCE & ACKNOWLEDGEMENTS**

This Proposal is subject to Aries Building Systems, LLC, herein known as "ARIES" credit approval of Customer. ARIES does not warrant that the Equipment meets any local or state code not specifically listed herein. Equipment is subject to availability. Customer acknowledges that information contained in this Proposal may be updated, if necessary. Customer will be advised of the updated information. By signing below it is understood and agreed between the parties that: Customer accepts the terms of this Proposal including prices, specifications and the referenced documents; Customer agrees to the terms and conditions of the ARIES standard Sale or Sale terms and conditions (as may be applicable) which terms and conditions are incorporated herein by reference; the Proposal and the applicable ARIES terms and conditions constitute the "Agreement" between the parties which shall be fully enforceable; and, Customer instructs ARIES to make appropriate arrangements for the preparation and delivery of the Equipment identified herein. Customer may request a copy of the applicable terms and conditions from ARIES or obtain them from the ARIES website at <http://ariesbuildings.com/about-aries/forms>. If Customer has previously executed a master agreement with ARIES, those terms and conditions shall govern the transaction. Such terms and conditions are incorporated as if fully set forth herein. No alterations, additions, exceptions, or changes to any Proposal or Agreement made by Customer shall be effective against ARIES, whether made hereon, contained in any printed form of Sale, Sale or elsewhere, unless accepted in writing by ARIES. Any Customer purchase order or other Customer-provided document purporting to replace, supersede or supplement the terms and conditions of the ARIES Sale or Sale Agreement shall carry no force or effect except as an instrument of billing. This Proposal may be transmitted in paper or in electronic format. Each party hereto is entitled to accept and rely upon such transmission and on the facsimile, digital or electronic signatures of the parties on the Proposal, and such Proposal and signatures shall be treated as the original Agreement and signatures for all purposes and shall be fully binding. The undersigned represent that they have the express authority of the party they represent to enter into, execute and bind the party to this Proposal and to the Agreement.

**ARIES BUILDING SYSTEMS, LLC ("Lessor")**

**SAISD ("Buyer")**

Signature: 

Signature: \_\_\_\_\_

Name: Ezra Lyon

Name: \_\_\_\_\_

Title: ARIES Territory Sales Manager

Title: \_\_\_\_\_

Date: 11/15/2023

Date: \_\_\_\_\_

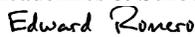
PO No.: \_\_\_\_\_



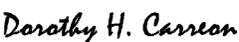
12. Additional Impact:

A. Other Estimated Financial Impact (other costs that will be needed as a result of this purchase):

1) Vehicle Insurance (*Director, Employee Benefits signs below*) \$ 0

		12/1/2023
Requestor Signature	Type Name	Date
<hr/>		
Sr. Executive Director/Executive Director Signature	Type Name	Date
<hr/>		
Associate Superintendent/Assistant Superintendent Signature	Type Name	Date
<hr/>		
Deputy Superintendent, Academics & School Leadership Signature	<u>Patricia Salzmann</u> Type Name	Date
		12/4/2023
	<u>Eddie Romero</u> Type Name	Date
Executive Director, Operations & Business Services Signature	Type Name	Date

**COORDINATION CONDUCTED WITH (if required):**

	Development Services Signature	Type Name	Date
		Michael Eaton	12/1/2023
<hr/>			
	Deputy Superintendent Operations Signature	Type Name	Date
		Dr. Kenneth Thompson	12/1/2023
<hr/>			
	Chief Information Technology Officer, Information Technology Signature	<u>Eva Mendoza</u> Type Name	Date
<hr/>			
	Management Signature	<u>Christopher Martinez</u> Type Name	Date
		Dottie Carreon	12/4/2023
<hr/>			
	Chief Financial Officer, Financial Services & Business Operations Signature	Type Name	Date
<hr/>			
	Director, Employee Benefits, Risk Management & Safety Signature (signs for vehicle purchases requiring insurance)	<u>Lorena Sanchez</u> Type Name	Date

Revised: April, 2023



COLUMBIA CONTRACTING, INC.

October 20, 2023

San Antonio Independent School District  
1110 Austin Street  
San Antonio, Texas 78208

Attn.: Fred Padilla, Maintenance Director

Re: Temporary Chiller and Trailer - Daikin 215 ton *chiller, furnish only* 4\*\*4% 23-029(3\$)

Dear Sir,

Columbia Contracting, Inc. proposes to do the following work for the amount of \$240,000.00.  
The work will be performed as stated:

Inclusions:

Furnish one (1) Daikin 215 ton Model AWB016B chiller

Notes:

Only one (1) chiller available at this price, available now. for one (1) week only

Exclusions:

Sales Tax/ Overtime Hours/ Ce1iified Payroll / Buy American Act/ Davis Bacon Act  
Building or Trade Permits/ Engineered Drawings / Payment and Performance Bond  
Controls / Control Valves

If you have any questions. please do not hesitate to contact me.

Respectfully,

Jeffrey Bohlen. President  
Columbia Contracting, Inc.

JB/ks

Recommended Vendors for RFP #23-029(RC)  
Chiller Maintenance to include but not limited to Installation, Repairs and Assessments

<p>Brandt Companies 6023 Corridor Parkway, Suite 100 Schertz, TX 78154 210-380-5957 Marcos Delgado <a href="mailto:Marcos.Delgado2@brandt.us">Marcos.Delgado2@brandt.us</a> Vendor #</p>	<p>Columbia Contracting 20380 FM 2252 San Antonio, TX 78266 830-620-6602 Michael Bohlen <a href="mailto:cci@columbiacontracting.net">cci@columbiacontracting.net</a> Vendor #</p>	<p>Gillette Air Conditioning 1215 San Francisco San Antonio, TX 78201 210-735-9235 Ken Kessler <a href="mailto:krk@gillette-ac.com">krk@gillette-ac.com</a> Vendor #</p>	<p>Johnson Controls 3660 Thousand Oaks Dr, Suite 216 San Antonio, TX 78247 866-297-7794 Crystal Torres <a href="mailto:Crystal.L.torres@jci.com">Crystal.L.torres@jci.com</a> Vendor #</p>
<p>Kilgore Industries 431 Isom Road, Suite 119 San Antonio, TX 78216 210-835-6515 Eddie Fischer <a href="mailto:efischer@kilgoreind.com">efischer@kilgoreind.com</a> Vendor #</p>	<p>L.C. Mosel 18980 Redland Rd. San Antonio, TX 78259 210-494-9311 Jose Ceballos <a href="mailto:jose@lcmosel.com">jose@lcmosel.com</a> Vendor #</p>	<p>Maximum AC &amp; Heating 5345 Mt. Helen San Antonio, TX 78251 210-867-4753 Rich Rios <a href="mailto:susan@maximумаheating.com">susan@maximумаheating.com</a> Vendor #</p>	<p>Texas Chiller Systems 1219 Safari San Antonio, TX 78216 210-650-9972 Peter Smith <a href="mailto:Peter.smith@texaschillersystems.com">Peter.smith@texaschillersystems.com</a> Vendor #</p>
<p>Trane Company 9535 Ball Street, Suite 1100 San Antonio, TX 78217 210-836-6108 Scott Naab <a href="mailto:snaab@trane.com">snaab@trane.com</a> Vendor #</p>	<p>SCG Mechanical dba Way Mechanical 8610 Wallisville Road Houston, TX 77029 713-672-7545 Cody Havard <a href="mailto:chavard@waymech.com">chavard@waymech.com</a> Vendor #</p>		

### PROCUREMENT SERVICES CONSENT AGENDA FORM

1. Description of goods, services and/or contract recommended for purchase: Computers, hardware, Technology Devices, Maintenance, and Related Services.

2. How will goods and/or services be used? (List Campus/Grades Impacted): All grade levels from Pre-K through 12th grade will be utilizing these devices to perform the academic duties throughout the year.

3. Submitted by: Stephen R Haskin Information Technology 11/07/2023  
Printed Name Department Date

4. Recommended Vendor(s): Company Name: Apple Computer Inc.  
Address: 6900 w. Parmer Lane  
City/State/Zip: AUSTIN, TX 78727  
Phone No: (512) 299-5012  
Point of Contact: wade Hoelting  
E-mail Address: wade@apple.com  
*(Use a separate sheet to identify multiple vendors)*  
Vendor #: 06975  
*(Please provide vendor number if you have used them before. If not put N/A)*

5. Selection Method Used: (check one)  
 Competitive Purchase (RFP, RFQ, IFB), Contract #: \_\_\_\_\_  
 Purchasing Coop (i.e. ESC 20, DIR, BuyBoard), Coop Name / Contract #: CO 23/036SG-01  
 Interlocal (i.e. NISD, Judson ISD, NEISD), Contract #: \_\_\_\_\_  
 Professional Services  
 Sole Source Contract Expiration Date: 05/17/2024  
 Other

6. Purchase valid from: 11/06/2023 through: 05/17/2024

7. For Competitive Purchases Only: Renewals: Yes  No   
No. of Renewals: N/A

8. Type of Request: (check one)  
 One-Time Purchase  
 Purchase throughout the school year or on an "as needed" basis  
 Expenditure (funding increases)

9. Total Cost for Goods and/or Services to be Purchased: \$ 2,593,250 (Approximately) per Year for 1 Years.

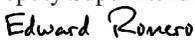
10. Funding Source(s) – check all that apply: Federal  State  Local  Bond   
197-11-6399-27-xxx-11-E-CF EMERGENCY CONNECTIVITY  
Provide Budget Codes & Descriptions: \_\_\_\_\_  
FUND IPADS 671-11-6399-27-950-11-D-10 Student Devices  
672-11-6399-27-950-11-D-10 STUDENT DEVICES

11. Provide a copy of General Ledger Inquiry showing corresponding balances.

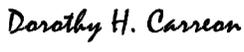
12. Additional Impact:

A. Other Estimated Financial Impact (other costs that will be needed as a result of this purchase):

1) Vehicle Insurance (*Director, Employee Benefits signs below*) \$ N/A

	Stephen Haskin	11/9/2023
Requestor Signature	Type Name	Date
Sr. Executive Director/Executive Director Signature	Type Name	Date
Associate Superintendent/Assistant Superintendent Signature	Type Name	Date
Deputy Superintendent Signature	Type Name	Date
	Eddie Romero	11/13/2023
Executive Director, Operations & Business Services Signature	Type Name	Date

**COORDINATION CONDUCTED WITH (if required):**

	<u>Yvonne Little</u>	
Construction & Development Services Signature	Type Name	Date
	<u>Michael Eaton</u>	
Chief Operations Officer Signature	Type Name	Date
	Dr. Kenneth Thompson	11/10/2023
Deputy Superintendent Operations Signature	Type Name	Date
	Eva Mendoza	11/10/2023
Chief Information Technology Officer, Information Technology Signature	Type Name	Date
	<u>Dr. James Hilton Harrell</u>	
Chief of Human Capital Management Signature	Type Name	Date
	<u>Laura Short</u>	
_____s & Parent Engagement Signature	Type Name	Date
	Dottie Carreon	11/13/2023
Chief Financial Officer, Financial Services & Business Operations Signature	Type Name	Date
	<u>Lorena Sanchez</u>	
Director, Employee Benefits, Risk Management & Safety Signature ( <i>signs for vehicle purchases requiring insurance</i> )	Type Name	Date

Revised: September, 2023

# Apple Inc. Education Price Quote

<b>Customer:</b>	Stephen Haskin SAN ANTONIO ISD Phone: 210-244-2900 email: shaskin1@saisd.net	<b>Apple Inc:</b>	Wade Hoelting 6900 W. Parmer Lane Austin, TX 78729 email: whoelting@apple.com
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**Apple Quote:** 2212344281

**Quote Date:** Monday, November 06, 2023

**Quote Valid Until:** Tuesday, December 05, 2023

**Quote Comments:**  
 Please reference Apple Quote number on your Purchase Order.

Harris County Department of Education / Choice Partners (Contract No. 23/036SG-01).

#	Product Description	Qty	Unit List Price	Discount per Unit	Unit Discounted Price	Extended Discounted Price
1	<b>10.9-inch iPad Wi-Fi 64GB - Silver</b> (Packaged in a 10-pack), Brenthaven 360 case, w/ 3-year AppleCare+ for Schools (no service fees) Part Number BVXR2LL/A  <b>10.9-inch iPad Wi-Fi 64GB - Silver</b> (Packaged in a 10-pack) Part Number: MPQT3LL/A Quantity: 5,000  <b>3-Year AppleCare+ for Schools - iPad</b> (no service fees) Part Number: S7831LL/A Quantity: 5,000  <b>Brenthaven 360 for iPad (10th gen,</b> Wi-Fi models) Part Number: HQES2ZM/A Quantity: 5,000	500	\$4,979.50	\$0.00	\$497.95	\$2,489,750.00
2	<b>APS IPAD DEPLOY SVC W/                      DEPLOYASSIST-USA</b> Part Number D9283LL/A	5,000	\$23.00	\$2.30	\$20.70	\$103,500.00

<b>Extended EDU List Price Total</b>	<b>\$2,604,750.00</b>
--------------------------------------	-----------------------

<b>Total Discount</b>	\$11,500.00
<b>Extended Discounted Price Subtotal</b>	\$2,593,250.00
- Additional Tax	\$0.00
- Estimated Tax	\$0.00
<b>Extended Discounted Total Price*</b>	<b>\$2,593,250.00</b>

\*In most cases Extended discounted Total price does not include Sales Tax

\*If applicable, eWaste/Recycling Fees are included. Standard shipping is complimentary

Complete your order by one of the following:

- This document has been created for you as Apple Quote ID 2212344281. Please contact your institution's Authorized Purchaser to submit the above quote online. For account access or new account registration, go to <https://ecommerce.apple.com>. Simply go to the Quote area of your Apple Education Online Store, click on it and convert to an order.
  - For registration assistance, call 1.800.800.2775
- If you are unable to submit your order online, please send a copy of this Quote with your Purchase Order via email to [institutionorders@apple.com](mailto:institutionorders@apple.com). **Be sure to reference the Apple Quote number on the PO to ensure expedited processing of your order.**
  - For more information, go to provision C below, for details.

THIS IS A QUOTE FOR THE SALE OF PRODUCTS OR SERVICES. YOUR USE OF THIS QUOTE IS SUBJECT TO THE FOLLOWING PROVISIONS WHICH CAN CHANGE ON SUBSEQUENT QUOTES:

- A. ANY ORDER THAT YOU PLACE IN RESPONSE TO THIS QUOTE WILL BE GOVERNED BY (1) ANY CONTRACT IN EFFECT BETWEEN APPLE INC. ("APPLE") AND YOU AT THE TIME YOU PLACE THE ORDER OR (2), IF YOU DO NOT HAVE A CONTRACT IN EFFECT WITH APPLE, CONTACT [contracts@apple.com](mailto:contracts@apple.com).
- B. ALL SALES ARE FINAL. PLEASE REVIEW RETURN POLICY BELOW IF YOU HAVE ANY QUESTIONS. IF YOU USE YOUR INSTITUTION'S PURCHASE ORDER FORM TO PLACE AN ORDER IN RESPONSE TO THIS QUOTE, APPLE REJECTS ANY TERMS SET OUT ON THE PURCHASE ORDER THAT ARE INCONSISTENT WITH OR IN ADDITION TO THE TERMS OF YOUR AGREEMENT WITH APPLE.
- C. YOUR ORDER MUST REFER SPECIFICALLY TO THIS QUOTE AND IS SUBJECT TO APPLE'S ACCEPTANCE. ALL FORMAL PURCHASE ORDERS SUBMITTED BY EMAIL MUST SHOW THE INFORMATION BELOW:
  - APPLE INC. AS THE VENDOR
  - BILL-TO NAME AND ADDRESS FOR YOUR APPLE ACCOUNT
  - PHYSICAL SHIP-TO NAME AND ADDRESS (NO PO BOXES)
  - PURCHASE ORDER NUMBER
  - VALID SIGNATURE OF AN AUTHORIZED PURCHASER
  - APPLE PART NUMBER AND/OR DESCRIPTION OF PRODUCT AND QUANTITY
  - TOTAL DOLLAR AMOUNT AUTHORIZED OR UNIT PRICE AND EXTENDED PRICE ON ALL LINE ITEMS
  - CONTACT INFORMATION: NAME, PHONE NUMBER AND EMAIL
- D. UNLESS THIS QUOTE SPECIFIES OTHERWISE, IT REMAINS IN EFFECT UNTIL Tuesday, December 05, 2023 UNLESS APPLE WITHDRAWS IT BEFORE YOU PLACE AN ORDER, BY SENDING NOTICE OF ITS INTENTION TO WITHDRAW THE QUOTE TO YOUR ADDRESS SET OUT IN THE QUOTE.
  - APPLE MAY MODIFY OR CANCEL ANY PROVISION OF THIS QUOTE, OR CANCEL ANY ORDER YOU PLACE PURSUANT TO THIS QUOTE, IF IT CONTAINS A TYPOGRAPHIC OR OTHER ERROR.
- E. THE AMOUNT OF THE VOLUME PURCHASE PROGRAM (VPP) CREDIT SHOWN ON THIS QUOTE WILL ALWAYS BE AT UNIT LIST PRICE VALUE DURING REDEMPTION ON THE VPP STORE.
- F. UNLESS SPECIFIED ABOVE, APPLE'S STANDARD SHIPPING IS INCLUDED IN THE TOTAL PRICE.

SEA # 2304893

### PROCUREMENT SERVICES CONSENT AGENDA FORM

1. Description of goods, services and/or contract recommended for purchase: Request ratification and approval for consulting services for bond program management services information technology support to Project Mates

2. How will goods and/or services be used? (List Campus/Grades Impacted): 2020 bond - services will encompass all projects.

3. Submitted by: Michael Eaton chief operation and 11/03/2023  
Building security  
Printed Name D e p a r t m e n t Date

4. Recommended Vendor(s): Company Name: E-Rate Elite services  
Address: 10898 Red Run Blvd, suite 202  
City/State/Zip: owings Mills, MD 21117  
Phone No: 410-902-5800  
Point of Contact: Garnet Person  
E-mail Address: gpearson@erateelite.com  
*(Use a separate sheet to identify multiple vendors)*  
Vendor #: 29995  
*(Please provide vendor number if you have used them before. If not put N/A)*

5. Selection Method Used: (check one)  
 Competitive Purchase (RFP, RFQ, IFB), Contract #: 20-043(RC)  
 Purchasing Coop (i.e. ESC 20, DIR, BuyBoard), Coop Name / Contract #: \_\_\_\_\_  
 Interlocal (i.e. NISD, Judson ISD, NEISD), Contract #: \_\_\_\_\_  
 Professional Services  
 Sole Source Contract Expiration Date: 08/31/2024  
 Other

6. Purchase valid from: 07/01/2023 through: 12/31/2023

7. For Competitive Purchases Only: Renewals: Yes \_\_\_\_\_ No   
No. of Renewals: \_\_\_\_\_

8. Type of Request: (check one)  
 One-Time Purchase  
 Purchase throughout the school year or on an "as needed" basis  
 Expenditure (funding increases)

9. Total Cost for Goods and/or Services to be Purchased: \$ 317,250.00 (Approximately) per Year for 1 Years.

10. Funding Source(s) – check all that apply: Federal \_\_\_\_\_ State \_\_\_\_\_ Local \_\_\_\_\_ Bond   
Bond Funded

Provide Budget Codes & Descriptions: \_\_\_\_\_  
661-81-6291-00-935-99-P-63

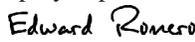
11. Provide a copy of General Ledger Inquiry showing corresponding balances.



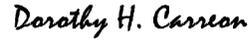
12. Additional Impact:

A. Other Estimated Financial Impact (other costs that will be needed as a result of this purchase):

1) Vehicle Insurance (*Director, Employee Benefits signs below*) \$ 0

	Michael Eaton	11/6/2023
Requestor Signature	Type Name	Date
<hr/>		
Sr. Executive Director/Executive Director Signature	Type Name	Date
<hr/>		
Associate Superintendent/Assistant Superintendent Signature	Type Name	Date
<hr/>		
Deputy Superintendent Signature	Type Name	Date
	Eddie Romero	11/9/2023
Executive Director, Operations & Business Services Signature	Type Name	Date

**COORDINATION CONDUCTED WITH (if required):**

	<u>Yvonne Little</u>	
Construction & Development Services Signature	Type Name	Date
<hr/>		
	<u>Michael Eaton</u>	
Signature	Type Name	Date
	Dr. Kenneth Thompson	11/6/2023
Deputy Superintendent Operations Signature	Type Name	Date
<hr/>		
	<u>Eva Mendoza</u>	
Chief Information Technology Officer, Information Technology Signature	Type Name	Date
<hr/>		
	<u>Dr. James Hilton Harrell</u>	
Chief of Human Capital Management Signature	Type Name	Date
<hr/>		
	<u>Laura Short</u>	
Director, Employee Benefits & Parent Engagement Signature	Type Name	Date
	Dottie Carreon	11/9/2023
Chief Financial Officer, Financial Services & Business Operations Signature	Type Name	Date
<hr/>		
	<u>Lorena Sanchez</u>	
Director, Employee Benefits, Risk Management & Safety Signature ( <i>signs for vehicle purchases requiring insurance</i> )	Type Name	Date

Revised: September, 2023



*Proposa/for Program Management Services - Extension*

*Prepared for San Antonio Independent Schoo/ District {SAISD}  
June 21 2023 Bid 20-043{RC}*



10989 Red Run Blvd, Owings Mills, MD 21117  
Phone 410.902.5800 Fax 410.581.1209

June 2, 2023

Mr. Michael Eaton  
Chief Operating Officer  
San Antonio Independent School District  
514 W. Quincy Street  
San Antonio, Texas 78212

Mr. Eaton,

E-Rate Elite Services, Inc. {EES} is pleased to present this proposal to the San Antonio Independent School District {SAISD} for an extension of Program Management Services. Since November 2022 we have been working on the following:

- Projectmates schedules, action lists, and cost tracking
- Performance and Financial Analytics using Power BI
- Updates of Bond Web Pages & collaboration with the Communications Manager - Bond Program
- Assistance with the Communications Plan Matrix
- Development of a Master Task List for the Bond Communications Coordinator
- Project Manager training sessions
- Review of presentation materials for the CAC meetings

While this progress is notable, the successful completion of the scheduled projects will require strategic and focused efforts. Moving forward, focus is needed on project data integrity and interdepartmental coordination of financial reporting. Additionally, cost containment must be addressed as it relates to bidding, evaluation, award and performance of contracts in accordance with SAISD guidelines. Finally, through the development of reports using Power BI, we believe we can provide more efficient monitoring of key performance indicators. Additionally, we will support the adjustment of the CDS Administrative Guidelines in accordance with SAISD's governing documents {Policy, RFQ/RFP, AIA}.

We look forward to continued collaboration with SAISD in assisting with your Bond 2020 program. If additional information is needed regarding this proposal, please feel free to contact my office at 410-902-5800.

Sincerely,

Garnet E. Person, CEO



10989 Red Run Blvd, Owings Mills, MD 21117  
Phone 410.902.5800 Fax 410.581.1209

## Proposal Details - Statement of Work

### **Bond Program Governance - Review, Evaluation, and Development**

*To promote teamwork and fluid communications, EES will facilitate the review and development of governance structures that increase reliability and reduce misunderstandings.*

- Sponsor and Stakeholder Identification and Engagement
- Frequency of Meetings and Objectives
- Construction Team Roles and Responsibility Matrix
- Protocol for Critical Decisions & Change Management
- Review/Development of Standard Operating Procedures (SOP)
- Review/Development of Key Performance Indicators (KPI)
- Review SAISD Procurement Policies and Regulations
- Review/Development of Communication Standards

### **2020 Bond Program Status - Review and Recalibration**

*Due to the pandemic, inflation, and recent staffing turnover, the Bond 2020 program is behind schedule and at risk for being over budget. EES will help SA/SD recalibrate the program for improved completion schedules and budget outcomes.*

- Review of original project goals, scope, and budget.
- Assess current project status against original goals, scope, and budget.
- Review the critical path to completion and available resource.
- Revisit project goals, feasibility, and project scope to ensure the Bond program is responsive and fiscally responsible.
- Work with SAISD staff, Architects, and Construction Managers to adjust the construction scope, schedule, and budget if needed.
- Assist in the development of communication materials for each stakeholder group for transparency and accountability.





10989 Red Run Blvd, Owings Mills, MD 21117  
Phone 410.902.5800 Fax 410.581.1209

## Program Management

*Given the challenges that SA/SD faces, the success of the Bond 2020 program will need to focus on competency, controls, and clear communication. EES will provide assistance with organizational development to improve efficiency, effectiveness and goal attainment.*

- Review current program and project management practices for improved scheduling, monitoring, coordination, and communication.
- Assist in the establishment of standard operating procedures for program and project management.
- Provide operational strategies for managing the portfolio of projects for increased visibility, cost analysis, and scope management as needed.
- Ensure construction costs are proactively managed and monitored.
- Redeploy *Projectmates* to ensure all stakeholders use the same project management tool for design, construction, cost, and communications to improve the project delivery practices. This includes configuration and processes for utilization.
- Support staff training initiatives for project monitoring, documentation, and reporting using *Projectmates*.
- Monitor compliance with scope and change order protocols.
- Monitor invoices against work orders to ensure alignment and prevent overbilling.
- Work with construction managers on use of SAISDs bid management tool.
- Facilitate collaboration between SAISD departmental subject matter experts, project managers, contractors, construction managers, and the architect, as needed.
- Provide management dashboards for the most up-to-date project status.
- Participate in all phases of program management including planning, design, construction, and closeout.
- Assist with RFP development and evaluation of Technology, Furniture, Fixtures, and Equipment.
- Assist with budgeting, cost benefit analysis, and value engineering to promote cost containment.





10989 Red Run Blvd, Owings Mills, MD 21117  
Phone 410.902.5800 Fax 410.581.1209

## **Cost Proposal**

EES proposes to provide programmatic support to SAISD for the implementation of the Bond 2020 program. We propose a flat rate of \$317,250 for extended services from July 2023 through December 2023.

Thank you for considering E-Rate Elite Services for your program management needs.

### PROCUREMENT SERVICES CONSENT AGENDA FORM

1. Description of goods, services and/or contract recommended for purchase: high production copier purchase/lease of 4 printers/copiers at central office Printing services, 1 at Brackenridge High school and 2 at Lanier High school.

2. How will goods and/or services be used? (List Campus/Grades Impacted): copiers will be used to facilitate print orders, specifically high-volume orders districtwide. copiers will also be used for student in CATE Print Programs at Brackenridge & Lanier.

3. Submitted by: Mark salas Printing services 10/19/2023  
Printed Name Department Date

4. Recommended Vendor(s): Company Name: Xerox Business solutions southwest  
Address: 8200 IH 10 west, suite 400  
City/State/Zip: san Antonio, TX 78230  
Phone No: 1-800-413-3526  
Point of Contact: stephen chervinskis  
E-mail Address: stephen.chervinskis@xerox.com  
*(Use a separate sheet to identify multiple vendors)*  
Vendor #: 22986  
*(Please provide vendor number if you have used them before. If not put N/A)*

5. Selection Method Used: (check one)  
 Competitive Purchase (RFP, RFQ, IFB), Contract #: \_\_\_\_\_  
 Purchasing Coop (i.e. ESC 20, DIR, BuyBoard), Coop Name / Contract #: PACE P00230  
 Interlocal (i.e. NISD, Judson ISD, NEISD), Contract #: \_\_\_\_\_  
 Professional Services  
 Sole Source Contract Expiration Date: 12/31/2025  
 Other

6. Purchase valid from: 12/12/2023 through: 12/30/2024

7. For Competitive Purchases Only: Renewals: Yes \_\_\_\_\_ No \_\_\_\_\_  
No. of Renewals: \_\_\_\_\_

8. Type of Request: (check one)  
 One-Time Purchase  
 Purchase throughout the school year or on an "as needed" basis  
 Expenditure (funding increases)

9. Total Cost for Goods and/or Services to be Purchased: \$ 148,200 (Approximately) per Year for 3 Years.

10. Funding Source(s) – check all that apply: Federal \_\_\_\_\_ State \_\_\_\_\_ Local  Bond \_\_\_\_\_  
\$444,600 for 36 month lease

Provide Budget Codes & Descriptions:  
199-41-6269-02-960-99-0-00, 461-11-6299-13-008-11-0-00  
461-11-6269-02-001-11-0-00

11. Provide a copy of General Ledger Inquiry showing corresponding balances.



12. Additional Impact:

A. Other Estimated Financial Impact (other costs that will be needed as a result of this purchase):

1) Vehicle Insurance (*Director, Employee Benefits signs below*) \$ n/a

<u>Mark Salas</u>	Mark salas	10/19/2023
Requestor Signature	Type Name	Date
Sr. Executive Director/Executive Director Signature	Type Name	Date
Associate Superintendent/Assistant Superintendent Signature	Type Name	Date
at Signature	Type Name	Date
<u>Edward Romero</u>	Eddie Romero	10/26/2023
Executive Director, Operations & Business Services Signature	Type Name	Date

**COORDINATION CONDUCTED WITH (if required):**

 	<u>Yvonne Little</u>	 
Construction & Development Services Signature	Type Name	Date
 	<u>Michael Eaton</u>	 
Chief Operations Officer Signature	Type Name	Date
 	<u>Dr. Kenneth Thompson</u>	 
Deputy Superintendent Operations Signature	Type Name	Date
 	<u>Eva Mendoza</u>	 
Chief Information Technology Officer, Information Technology Signature	Type Name	Date
 	<u>Dr. James Hilton Harrell</u>	 
Chief of Human Capital Management Signature	Type Name	Date
<u>Laura Short</u>	Laura Short	10/19/2023
s & Parent Engagement Signature	Type Name	Date
<u>Dorothy H. Carreon</u>	Dottie Carreon	10/26/2023
Chief Financial Officer, Financial Services & Business Operations Signature	Type Name	Date
 	<u>Lorena Sanchez</u>	 
Director, Employee Benefits, Risk Management & Safety Signature ( <i>signs for vehicle purchases requiring insurance</i> )	Type Name	Date

Revised: September, 2023

## Proposed Solution for SAISD – Central Office Print Shop

Quantity	Replacement Device	36M Lease and Maintenance
1	Xerox Versant 4100 Color Digital Press with Oversize High Cap Feeder, PR Finisher, Envelope Support Kit, 2/3 Hole Punch, Fiery and XLS Air Assist	\$7,695.00
1	Xerox Versant 280 Color Digital Press with Oversize High Cap Feeder, Production Ready Booklet Maker, Square Fold Trimer, Xerox Crease and 2 Side Trimmer, Vivid Kit, Decurler, 2/3 Hole Punch, Fiery and Envelope Support Kit	
2	Xerox PrimeLink B9110s with Oversize High Cap Feeder, Production Ready Booklet Maker, 2/3 Hole Punch, Fiery, Envelope Support Kit and Square Fold Trimer	

Service and Supplies included in Pricing

BW Click Rate (Color Units): \$0.0045

Color Click Rate (Color Units): \$0.025

BW Click Rate (BW Units): \$0.00295

**Current Monthly Spend: \$7,695.46**

**New Proposed Monthly Spend: \$7,695.00**

*\*Priced using Pace Contract #P00230*

## Proposed Solution for SAISD – Lanier HS Print Shop

Quantity	Replacement Device	36M Lease and Maintenance
1	Xerox Primelink C9070 with Production Ready Booklet Maker, 2/3 Hole Punch, Square Fold Trimmer, C/Z Fold, Fiery and Oversize High Cap Feeder	
1	Xerox PrimeLink B9125 with Oversize High Cap Feeder, Production Ready Booklet Maker, C/Z Fold, Fiery and Square Fold Trimer	\$2,600.00

### Service and Supplies included in Pricing

BW Click Rate (C9070): \$0.0045

Color Click Rate (C9070): \$0.035

BW Click Rate (B9100): \$0.00295

**Current Monthly Spend: \$2,601.40**

**New Proposed Monthly Spend: \$2,600.00**

*\*Priced using Pace Contract #P00230*

**xerox**™ Business Solutions Southwest

# Proposed Solution for SAISD – Brackenridge HS Print Shop

Quantity	Replacement Device	36M Lease and Maintenance
1	Xerox Versant 280 Color Digital Press with Oversize High Cap Feeder, Production Ready Booklet Maker, Decurler, Square Fold Trimmer, Advanced GBC Punch, Envelope Support Kit and Fiery	\$2,055.00

## Service and Supplies included in Pricing

BW Click Rate: \$0.0045  
Color Click Rate: \$0.025

**Current Monthly Spend: \$2,059.54**

**New Proposed Monthly Spend: \$2,055.00**

*\*Priced using Pace Contract #P00230*

**xerox**™ Business Solutions Southwest

**Minutes of Special Board Meeting**  
**San Antonio Independent School District Board of Trustees**  
**Thursday, November 9, 2023**

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NOTE: These minutes reflect all agenda items in the order as originally posted and do not necessarily reflect the order in which the items were discussed and/or voted on.

Special Board Meeting of the Board of Trustees of the San Antonio ISD was held on Thursday, November 9, 2023, beginning at 5:53 p.m., Board Room, 514 W. Quincy Street, San Antonio, TX 78212.

**1. Meeting Called to Order**

- A. Roll Call of Board Members Present and Declaration of Quorum Present   5   Absent   2  
  - 1. Mrs. Christina Martinez
  - 2. Ms. Alicia Sebastian – arrived at 7:37pm
  - 3. Mr. Arthur Valdez
  - 4. Mr. Ed Garza – absent
  - 5. Ms. Leticia Ozuna – absent
  - 6. Mrs. Sarah Sorensen
  - 7. Mrs. Stephanie Torres
- B. Recording of Superintendent Present
  - 1. Dr. Jaime Aquino
- C. Pledge of Allegiance to the U. S. Flag
- D. Salute to the Texas Flag - "Honor the Texas Flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible."

**2. Closed Session**

- A. Mrs. Martinez convened the Board in Closed Session at 5:54 p.m. as authorized by the Texas Government Code Chapter 551, et. Seq. (TGC 551.071, TGC 551.072, TGC 551.074, and TGC 551.076, and 551.082). Mrs. Martinez reconvened the Board in Open Session at 6:47 p.m. and took appropriate action on item 2A1.
- B. Mrs. Martinez convened the Board back in Closed Session at 6:56 p.m. as authorized by the Texas Government Code Chapter 551, et. Seq. (TGC 551.071, TGC 551.072, TGC 551.074, and TGC 551.076, and TGC 551.082). Mrs. Martinez reconvened the Board in Open Session at 8:54 p.m. and took appropriate action on item 2A2.
  - 1. Hear and consider the Level III Grievance of Meghan Harrington and consult with attorney on matter (TGC 551.071 and TGC 551.074)  
Mr. Valdez made a motion that the Board deny the grievance of Meghan Harrington and all remedies sought, as discussed in closed session. Second by Mrs. Sorensen. This item was denied by a vote of 4-0 with Ms. Ozuna, Ms. Sebastian, and Mr. Garza being absent.
  - 2. Hear and consider the Level III Grievance of Brianna Christian and consult with attorney on matter (TGC 551.071 and TGC 551.074)  
The Board is recessing and will return in 30 district days to continue deliberation.

**3. Adjournment**

- A. Mrs. Martinez adjourned the meeting at 8:54 p.m.

**MINUTES APPROVED**

The foregoing minutes of the Special Board Meeting of the Board of Education of the San Antonio Independent School District held on Thursday, November 9, 2023 were duly approved at a meeting held on December 11, 2023.

**ATTEST:**

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**Christina Martinez**  
**President, Board of Education**  
**San Antonio Independent School District**

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**Arthur Valdez**  
**Secretary, Board of Education**  
**San Antonio Independent School District**

**Minutes of Board Business Meeting  
San Antonio Independent School District Board of Trustees  
Monday, November 13, 2023**

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NOTE: These minutes reflect all agenda items in the order as originally posted and do not necessarily reflect the order in which the items were discussed and/or voted on.

Board Business Meeting of the Board of Trustees of the San Antonio ISD was held on Monday, November 13, 2023, beginning at 5:32 pm, Board Room, 514 W. Quincy Street, San Antonio, TX 78212.

**1. Meeting Called to Order**

A. Roll Call of Board Members Present and Declaration of Quorum Present 7 Absent 0

1. Mrs. Christina Martinez
2. Ms. Alicia Sebastian
3. Mr. Arthur Valdez
4. Mr. Ed Garza – arrived at 5:39 p.m.
5. Ms. Leticia Ozuna
6. Mrs. Sarah Sorensen
7. Mrs. Stephanie Torres

B. Recording of Superintendent Present

1. Dr. Jaime Aquino

C. Pledge of Allegiance to the U. S. Flag

D. Salute to the Texas Flag - "Honor the Texas Flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible."

E. Citizens' Presentations - 60-minute total time limit for this item

***For details regarding their comments, please refer to the video recording for this meeting located at [www.saisd.net](http://www.saisd.net) on the SAISD Board Page.***

1. Cindy Stiggers, Retired Educator
2. Jose P. Arzola, Retired Navy
3. Roman Pena, AGIF
4. Jaclyn Banuelos, Rodriguez Montessori ES Parent
5. William Dickey, Rodriguez Montessori ES Parent
6. Jalen McKee-Rodriguez, City Councilman for District 2
7. Ramiro Lopez, SAISD Student
8. Carlos Villarreal, Former SAISD Board Member and Baskin ES Grandparent
9. Noah Lipman, SAISD employee
10. Jessica Torres, Steele Montessori Parent
11. Phyllis Newman, Government Hill Alliance
12. Rose Hill, Government Hill Alliance
13. David Frost, community member
14. Patsy Newborn, NAAEP S.A.
15. Alejandra Lopez, SA Alliance
16. David Garza, SAISD Teacher
17. Amador Salazar, Schools our Students Deserve Coalition
18. Gina Cramer, Schools our Students Deserve Coalition
19. Yana Kalmyka, District Resident
20. Oren Kadosh, District Resident
21. Rachell Tucker, Highland Park Community Member
22. Jake Tucker, Highland Park Community Member
23. Chris Morales, Burbank HS Alumnus
24. Jennifer Tobias, Schools our Students Deserve Coalition

25. Shannon Oster-Gabrielson, Lamar Parent
26. Ellie Gabrielson, Lamar student
27. Raven Duron, Lamar Parent
28. Rachel Sorenson, Lamar Parent
29. Luisa Garcia, Lamar Parent
30. Emily Baker, Lamar Parent
31. Emily Doherty, Lamar Parent
32. Sarah Ormond, Lamar Parent
33. Ronni Sadovsky, Lamar Parent
34. Sue Barnum, Lamar Parent
35. Nirav Mehta, Lamar Parent
36. Rebekah Melby, Lamar Parent
37. Mariel Gastélum-Baray, Lamar Parent
38. Liz Lara Garica, Lamar Parent
39. Diana Lopez, Douglass Parent
40. Julissa Lopez, Baskin Parent
41. Dora Fonseca, Baskin Parent
42. Susan Simpson, Baskin Grandparent
43. Ray Simpson, Baskin Grandparent
44. Yesenia Lopez, Baskin Parent
45. Naya Lopez, Basking student
46. Mary Richardson, Collins Garden NA
47. Karen Speer, Collins Garden NA
48. Jacob Ramos, Steele Montessori Parent
49. Nikki Shaheed, Lamar Parent
50. Heather Eiching, Lamar Community Member
51. Neil Gabrielson, Lamar Parent
52. Tommy Adkisson, St. Gerard High
53. Gabriela E. Maldonado, Pershing Parent

Following citizens to be heard, the Board of Trustees recessed at 7:32 p.m., and returned at 7:43 p.m.

## 2. Governance

- A. Resolution on Facilities Planning and Development Calling for a Study of School Building Capacity  
Motion by Mr. Garza to accept the resolution; Second by Mr. Valdez. Mrs. Sorensen moved to amend the resolution to withdraw the proposal to close Lamar, Douglass, Miller, Highland Park, Storm, and Baskin. Second by Mrs. Torres. The motion was denied by a vote of 2-5 with Mrs. Martinez, Ms. Sebastian, Mr. Valdez, Mr. Garza, and Ms. Ozuna voting no. The Trustees returned to the original resolution that Mr. Garza made a motion and Mr. Valdez seconded. Mrs. Sorensen made a motion to amend the original motion to remove Lamar and Storm from the list. Second by Mrs. Torres. This motion was denied by a vote of 2-5 with Mrs. Martinez, Ms. Sebastian, Mr. Valdez, Mr. Garza, and Ms. Ozuna voting no. The Trustees returned again to the original resolution on Facilities Planning and Development Calling for a Study of School Building Capacity. Motion by Mr. Garza; Second by Mr. Valdez. The original resolution was accepted by a vote of 5-2 with Mrs. Sorensen and Mrs. Torres voting no.
- B. Report on the Council of the Great City Schools (CGCS) Conference and the Network for Public Education (NPE) National Conference  
This was a discussion-only item. No action was required.
- C. Approval of an Amendment to the District's Code of Ethics related to Section 1.4, Clarifying Reference to the Board's Operating Procedures  
This item was tabled and will be brought back at the next board meeting.

- D. Selection of the SAISD Board of Trustees to Cast Votes for the Election of Bexar Appraisal District Board of Directors for the 2023 - 2024 Term  
Motion by Mrs. Martinez to cast 425 SAISD votes to Dr. Adriana Rocha Garcia for the Election of Bexar Appraisal District Board of Directors for the 2023 - 2024 Term; Second by Mrs. Sorensen; approved by a vote of 7-0 with all Board Members present.

### 3. Consent Agenda

Motion by Ms. Sebastian; Second by Mrs. Torres; approved by a vote of 7-0 with all Board Members present.  
(This vote relates to the items listed under this section.)

- A. Approval of Guaranteed Maximum Price related to the 2020 Bond Project at Lanier High School
- B. Approval of District's Annual Financial Report for Fiscal Year Ended June 30, 2023
- C. Approval of Monthly Budget Reports and Amendments for November 2023
- D. Approval of Procurement Services' Recommendations for Bids, Proposals, and Awards
- E. Approval of Minutes for the following meetings:
  - 1. October 16, 2023 Board Business Meeting

### 4. Closed Session

- A. Mrs. Martinez convened the Board in Closed Session at 11:22 p.m. as authorized by the Texas Government Code Chapter 551, et. Seq. (TGC 551.071, TGC 551.072, TGC 551.074, and TGC 551.076)
- B. Mrs. Martinez reconvened the Board in Open Session on Tuesday, November 14<sup>th</sup> at 12:43 a.m. and took appropriate action on items discussed in Closed Session. The items are listed below.

- 1. Deliberation regarding the purchase, exchange, lease or value of real estate, including legal issues on the acquisition process. (TGC 551.071 and TGC 551.072)  
No action taken.
- 2. Deliberation regarding personnel matters, including but not limited to employment, duties, discipline, reassignment, resignation, retirement, reclassification, and dismissal of an employee. (TGC 551.071 and TGC 551.074)  
No action taken.
- 3. Consultation with legal counsel and discussion regarding pursuing sanctions against educators who abandoned their contract pursuant to TEC 21.210 and 19 TAC 249.14. (TGC 551.071 and TGC 551.074)

Motion #1 by Mr. Valdez to render a finding that good cause does not exist for the following employees to abandon their contracts:

- 1. Audrey Van Sertima
- 2. Cathi Aguilera
- 3. Heather Tschoepe
- 4. Monica De Leon

Second by Ms. Ozuna. This item was approved by a vote of 7-0 with all Board members present.  
Motion #2 by Mr. Valdez to report to SBEC that the afore-mentioned employees have abandoned their contracts without good cause and that the District recommends sanctions against their certificates. Second by Mrs. Sorensen. This item was approved by a vote of 7-0 with all Board members present.

- 4. Approve the termination of probationary contract teacher for good cause. TEC 21.104 (TGC 551.071 and TGC 551.074)  
Motion by Mr. Valdez to approve the termination of Odell Straughter for good cause. Second by Ms. Ozuna; approved by a vote of 7-0 with all Board members present.
- 5. Proposal to terminate continuing contract teacher(s) for good cause pursuant to TEC 21.156 (TGC 551.071 and TGC 551.074)  
No action taken.

6. Proposal to terminate probationary contract teacher(s) for good cause pursuant to TEC 21.104 (TGC 551.071 and TGC 551.074)  
Motion #1 by Mr. Valdez to propose the termination of the probationary contract of Megan Gonzales for good cause. Second by Mrs. Torres; approved by a vote of 7-0 with all Board members present. Motion #2 by Mr. Valdez to propose the termination of the probationary contract of Nishiwaki Sihgemasa for good cause. Second by Ms. Ozuna; approved by a vote of 7-0 with all Board members present.
7. Consultation with legal counsel regarding a billing dispute and mediation issues with AT&T (TGC 551.071)  
Motion by Mr. Valdez; Second by Ms. Sebastian. The Board approved the proposed Fourth Extension to Tolling Agreement between the District and AT&T, as presented, to permit the extension of the agreement to not later than February 15, 2024, with a reservation of the District's right to terminate the agreement earlier as determined by the Board and/or the Superintendent in consultation with the District's attorneys. This item was approved by a vote of 7-0 with all Board members present.
8. Consultation with legal counsel and discussion regarding a security audit for the District.(TGC 551.071 and TGC 551.076)  
No action taken.
9. Consultation with legal counsel on legal issues related to the audit plan and related audit matters. (TGC 551.071)  
No action taken.
10. Consultation with legal counsel regarding pending litigation related to face covering and vaccination requirements. (TGC 551.071)  
No action taken.
11. Consultation with legal counsel regarding contractual and legal issues related to 1882 partnerships. (TGC 551.071)  
No action taken.

**5. Adjournment**

- A. Mrs. Martinez adjourned the meeting on Tuesday, November 14, 2023 at 12:48 a.m.

**MINUTES APPROVED**

The foregoing minutes of the Board Business Meeting of the Board of Education of the San Antonio Independent School District held on Monday, November 13, 2023, were duly approved at a meeting held on December 11, 2023.

**ATTEST:**

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**Christina Martinez**  
President, Board of Education  
San Antonio Independent School District

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**Arthur Valdez**  
Secretary, Board of Education  
San Antonio Independent School District