



Mission Consolidated Independent School District

- 1201 Bryce Drive, Mission, Texas 78572
- Telephone: (956) 323 5505 Fax: (956) 323 5634
- Website: www.mcisd.net

Notice and Agenda

The Board of Trustees of the Mission Consolidated Independent School District will hold a **Regular Meeting on Wednesday, May 12, 2021, at 6:30 PM** in the **by Video Conference or Telephone Call**. At this meeting, the Board may deliberate or act on any of the subjects listed on the following agenda. The President may change the order of items listed below for the convenience of the Board.

In accordance with Governor Abbott's declaration of the COVID-19 public health threat and action to temporarily suspend certain provisions of the Texas Open Meetings Act, a quorum of the District's Board of Trustees will hold its regular Board meeting by videoconference or teleconference. The public will have the option to attend and participate in the meeting remotely by videoconference or teleconference.

Members of the public may access this meeting as follows:

<https://mcisd.webex.com/mcisd/onstage/g.php?MTID=e5d52aadd4eba5857a4e2957b89c7c963>

United States Toll Free 1-844-992-4726

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Access Code: 187 505 4470

Further information on joining the meeting will be available at the Mission CISD's website at www.mcisd.net

Public Comment: Members of the public wishing to make public comment during the meeting must register by emailing agallardo@mcisd.org before 4:00 p.m. on the date of the meeting. The Member of the Public (Member) must provide the following information in the email:

1. The subject the Member will discuss;
2. A telephone number at which the Member of the Public may be reached;
3. The name of the interpreter and the contact information for the interpreter if the Member requires an interpreter to provide public comment; and
4. Whether the registrant will require the use of a TTY service to facilitate the public comment.

A G E N D A

I. Call to Order and Establish Quorum	
II. Pledge of Allegiance and Moment of Silence	
1. U. S. Flag and Texas Flag -	
2. Mission Vision Statement -	
III. Comments from the Public	
IV. Public Comment(s) on Specific Agenda Item(s)	
V. Superintendent's Updates and Recognitions	
VI. Presentation(s) to the Board of Trustees	
1. Internal Audit Quarterly Report	5
2. Texas Association of School Boards (TASB) Pay System and Stipend Study	
3. Texas Association of School Boards (TASB) Regarding District Climate Survey	15
VII. Discussion and Possible Action	
1. Consideration and Approval to Accept the Best and Final Offer (BAFO) and to Enter into Contract for the Mims Elementary Marquee Project	27
2. Consideration and Approval of Change Order #2 for Betterment Fund Credit for the Pearson Elementary and Castro Elementary Chiller Project	34
3. Consideration and Approval of Substantial and Final Completion, Less Betterment Fund Allowance and Final Payment, Less Liquidated Damages for the Pearson Elementary and Castro Elementary Chiller Project	38
4. Consideration and Approval of Schematic and Final Design for the Maintenance Warehouse Project	43
5. Consideration and Approval fo Schematic and Final Roof Design for the Lee Field House Project	44
6. Consideration and Approval of Bids, Proposals, and Purchase of \$50,000 and Over	
a. Purchase of SMART Interactive Flat Panels	45
b. Purchase of Desktop Computers	47
7. Recommendation and Approval of the Selection for:	
a. Alton Elementary Counselor	
8. Consideration and Approval fo Superintendent's Recommendations Regarding Employment and Contract Status of Classroom Teachers and Other Non-Administrative Professional Personnel	
a. Re-Employ Probationary Contract Employees	
b. Terminate Probationary Contract Employees	
c. Renew Term Contract Employees	
d. Propose Non-Renewal Term Contract Employees	
e. Offer Employment Agreement to Eligible Employees	
VIII. Items to Consider: The Board will consider and may act on the following items under a CONSENT AGENDA. Any Trustee may request the removal of an item from the CONSENT AGENDA for individual consideration and action.	
1. Approval of TSTC Migrant Academic Achievement Residency Summer Experience (MAARS)	48
Approval fo TSTC Migrant Academic Achievement Residency Summer Experience (MAARS)	
2. Approval of Board Resolution Authorizing Mission CISD to Participate in the 1 Government Procurement Alliance Purchasing Cooperative	49
3. Approval of Bids, Proposals, and Purchases of \$50,000 and Over	
a. Purchase of Bilingual Instructional Materials	51

b. Purchase of TEKS Resource System	55
c. Renewal of Student Athletic Accident Insurance	56
d. Renew Contract for Telemedicine and Nurse Practitioner Supervision Services #347-20-0	57
4. Approval of Budget Amendment for the Month of May 2021	59
5. Approval of Donations	61
6. Approval of Changes to Board Policy BE(LOCAL)-Board Meetings	63
7. Recommendation of the New Employment Position through Repurposing of Vacancies:	
a. Coordinator for Project and Energy Management	66
8. Approval of Stipend for Instructional and/or Support Staff Selected for Summer Programs In-Person with Students	71
9. Approval of Minutes	
a. April 14, 2021	73
IX. Executive Session	
1. Private Consultation with Board Attorney (Texas Gov't Code § 551.071)	
2. Deliberation Regarding Real Property--Closed Meeting: A Governmental Body may Conduct a Closed Meeting to Deliberate the Purchase, Exchange, Lease, or Value of Real Property if Deliberation in an Open Meeting would have a Detrimental Effect on the Position of Governmental Body in Negotiations with the Third Person (Texas Gov't Code §551.072)	
3. Deliberate the Appointment, Employment, Evaluation, Reassignment, Duties, Discipline, or Dismissal of a Public Officer or Employee or to Hear a Complaint or Charge Against an Officer or Employee (Texas Gov't Code §551.074)	
X. Action, if Necessary, on Matters Discussed in Executive Session	
XI. Board of Trustees Informational Items	
1. Financial Reports for the Month of March 2021	
a. General Fund	81
b. Debt Service	
c. Self-Funded Health Insurance Fund	84
2. Third Quarterly Investment Report	90
3. Cash Disbursements for the Month of April 2021	94
4. Tax Levy Adjustments for the Month of March 2021	95
5. Tax Properties Resale	100
6. 2021-2022 Budget Update	
7. District Staff Summer Schedule	117
8. Personnel Employments, Resignations, Transfers, and Compensation Changes	118
XII. Important Dates to Remember	
1. Tuesday, June 1, 2021 Board of Trustees Workshop at 6:30 p.m.	
2. June 7, 2021 Veterans Memorial High School 2021 Graduations at 9:00 a.m., at the Payne Arena	
3. June 7, 2021 Mission High School Graduations at 2:00 p.m., at the Payne Arena	
4. June 7, 2021 Mission Collegiate High School Graduations at 6:00 p.m., at the Payne Arena	
5. Tuesday, June 8, 2021 Regular Board of Trustees Meeting	
6. June 9, 2021 RGV Hispanic Chamber of Commerce Women of Distinction 2021 Awards Banquet, at 6:30, at the Mission Event Center	
XIII. Adjournment	

In accordance with the Texas Open Meetings Act, the Board may enter into a closed meeting to deliberate any item that is listed above that fits within an exception listed in Subchapter D. Any final action, decision, or vote on a subject deliberated in closed meeting will be taken in an open meeting held in compliance with the Texas Open Meetings Act.

This Notice was posted by 7:00 p.m., on May 7, 2021



**Dr. Carol G. Perez, Superintendent of Schools
Mission Consolidated Independent School District**

SUBJECT: Internal Audit Quarterly Report

PRESENTER: Rebecca Magee, CPA, Internal Auditor

BACKGROUND INFORMATION

Internal Auditing is an independent appraisal activity established within the District to examine and evaluate its activities. The objective of internal auditing is to assist the Board of Trustees, Superintendent, and management of the District in the effective discharge of their responsibilities by furnishing them with analysis, recommendations, and information concerning the activities reviewed. Types of internal audits that may be conducted include 1) financial, 2) compliance, 3) efficiency, economy, effectiveness, and 4) special reviews.

ADMINISTRATIVE CONSIDERATIONS

This report summarizes the internal audit activities for the period beginning January 1, 2021 and ending March 31, 2021. The Internal Audit department conducts independent and objective reviews of the District's operations and procedures and reports findings and recommendations to management, the Superintendent, and the Board of Trustees. Financial information on Activity Funds is also included in the report and power point presentation.

FUNDING SOURCE:

Not Applicable

RECOMMENDATION:

Not Applicable

CONTACT PERSON (S)

Carol G. Perez, Ed.D., Superintendent of Schools
Rumalda Ruiz, Assistant Superintendent for Finance
Rebecca Magee, CPA, Internal Auditor

Rebecca Magee, CPA
Internal Auditor
Mission Consolidated Independent School District

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Students First • Innovation • Collaborative Ownership • Diversity • Continuous Learning

May 5, 2021

Mission CISD Board of Trustees
Carol G. Perez, Ed.D., Superintendent of Schools

Re: Internal Audit Quarterly Report

This report summarizes the internal audit activities from January 1, 2021 through March 31, 2021.

Internal Auditing is an independent appraisal activity established within the District to examine and evaluate its activities. The objective of internal auditing is to assist the Board of Trustees, Superintendent, and management of the District in the effective discharge of their responsibilities by furnishing them with analysis, recommendations, and information concerning the activities reviewed. Types of internal audits that may be conducted include 1) financial, 2) compliance, 3) efficiency, economy, effectiveness, and 4) special reviews.

ACTIVITY FUNDS

Activity funds, which include both campus and student activity funds, are considered an area of high risk because the majority of the revenues are received in the form of actual cash, the number of individuals (employees and students) handling collections and the perception of the community. I typically review fundraiser applications, fundraiser reports, the monthly income statement reports, and some journal entries related to Activity Funds. However, due to the pandemic there has been minimal activity. Most fundraising activities have been limited to on-line or zero contact sales.

Additionally, I provided individual training on activity fund procedures to one new activity clerk. The training session has done virtually using Microsoft Teams.

Activity Funds Income Statement

The Finance Department prepares a monthly income statement report for all campus and student activity funds. This report reflects columns for the beginning balance, receipts, encumbrances, expenditures and the ending balance. Each campus receives a report for

the activity of their campus. I assist each month in generating and creating the reports that Finance Department needs for preparation of the monthly income statement. The last income statement report prepared was for the nine months ending March 31, 2021. This report reflected a beginning balance at July 1, 2020 of \$1,104,529, year-to-date receipts of \$101,808, outstanding encumbrances of \$24,553, expenditures of \$216,260 and an ending balance at March 31, 2021 of \$965,524. Attached is a summary report of campus and student activity funds.

Activity funds should typically be spent in the year earned or collected. The bank account used for these funds is an interest-bearing account that is pooled with other District funds. Excess balances are typically invested in certificates of deposit, however, currently there are no investments due to low interest rates. The net interest earnings for the activity funds through March 31, 2021 was \$903. Interest earned on campus and student activity fund balances will be distributed to the campuses as of the end of the District's fiscal year-end.

Internal Audits of Activity Funds

Internal audits are performed on evidence selected on a test basis to determine compliance with District policies and procedures. An audit will not necessarily disclose all instances of non-compliance. A report format that uses a scoring system is used for the Activity Fund internal audits. The internal audit consists of testing in five main categories with a maximum of 100 points allocated to each category. The five categories include: *Basic Records, Fundraisers, Receipts, Disbursements, and Sales Tax and Other Issues*. The campus principal is required to submit a written corrective action plan that addresses any audit findings.

I conducted Activity Fund internal audits of three campuses during this quarter. These audits covered transactions from the 2019-2020 school year. Below is a summary for each campus.

K. White Jr. High School

The campus received less than the maximum score in only one category. The finding under the category of *Fundraisers* was that there were a few fundraiser reports submitted late. A fundraiser report is required to be completed and submitted within 30 days of the close of the fundraiser.

Bryan Elementary

The campus received less than the maximum score in three categories. Under the category of *Basis Records*, the finding was that a log of night bank deposits could not be located. The finding under the category of *Fundraisers* was that fundraiser reports were completed for only 20 out of 26 fundraisers and five of these reports were submitted late. Under the category of *Receipts*, the finding was that there were two deposits that appeared not to have been made timely.

Mission High School

The campus received less than the maximum score in two categories. The finding under the category of *Disbursements* was that one of the student clubs appeared to have ordered merchandise prior to obtaining an approved purchase order. The finding under the category of *Sales Tax and Other Issues* was that the stadium gift shop account continues to have a deficit balance due to excess merchandise purchased in a prior year.

PEIMS REPORTING

In January, the Finance Department submitted the PEIMS data for the 2019-2020 Midyear Collection, which includes the actual audited financial data for the prior fiscal year. I compared the PEIMS reports to the District's annual financial statements. There were some variances, but the differences were well below the FIRST rating threshold.

BUDGET TRAINING

A virtual budget training session was held in February for all campus clerks and secretaries in which I participated as one of the presenters. During this training, I covered budgeting of Campus Activity Funds and some key items related to Activity Fund procedures in general. Additionally, I assisted a few campuses with preparing their campus activity fund budgets and in reviewing the campus activity fund budgets for the other campuses.

PAYROLL AUDIT

The Payroll Department is responsible for processing the payroll for approximately 2,600 District employees, which includes substitute teachers. The Payroll Department along with Employee Benefits also plays a critical role in the administration and recordkeeping of various benefits offered by the District. I conducted a payroll audit that included testing a sample of individual payroll checks, terminations and pay-out calculations, reviewing TRS (Teacher Retirement System of Texas) contributions, and reviewing IRS Form 941 (Employer's Quarterly Federal Tax Return). Based on my testing, payrolls are properly prepared, approved and recorded to the general ledger. Salaries/pay rates and payroll deductions were authorized. Payroll taxes and TRS contributions appear to be properly calculated and reports are timely filed. Related payroll liability accounts appear to be clearing out monthly with the exception of minimal differences in the TRS new member contribution account. The account has since been adjusted.

COMPREHENSIVE ANNUAL FINANCIAL REPORT

The Government Finance Officers Association (GFOA) established the Certificate of Achievement for Excellence in Financial Reporting Program to encourage and assist local governments to go beyond the minimum requirements of generally accepted accounting principles to prepare a comprehensive annual financial report. The District is planning on

submitting their fiscal year 2021 Annual Financial Report for the award program. Major changes to the annual financial report will be the addition of the following: a transmittal letter, combining statements by fund type that will include individual funds, and numerous statistical schedules that include historical information. Most of these schedules require ten years of data to be presented.

During the quarter, I participated in planning meetings with Finance Division staff on the project. I also assisted in updating several of the statistical schedules.

CONTINUING EDUCATION AND OTHER

As a Certified Public Accountant, I am required to obtain 40 hours of continuing professional education each year. In January, I completed an on-line certification course offered by TASBO that was titled *Fraud Detection and Investigation*. I also participated in the virtual Tyler Munis Texas User Group meetings that were held in February. Some of the topics presented included: purchasing, accounts payable, capital assets, payroll, and TRS.

In February and March, I participated in the annual TASBO Conference that was held virtually over the course of several days. I attended the general sessions and various learning sessions that covered a variety of topics including: auditing, data analytics, school district fraud, payroll, unemployment claims, grant compliance, GASB 84, TEA financial compliance update, cybersecurity and TRS Reporting.

I also attended meetings of the Coordinated School Health Team (CSH) and the School Health Advisory Council (SHAC).

If you have any questions or need additional information regarding this report, please don't hesitate to call me at (956) 323-5511.

Respectfully submitted,

Rebecca Magee, CPA
Internal Auditor

SUMMARY REPORT OF
CAMPUS & STUDENT ACTIVITY FUNDS

	Beginning Balance <u>7/1/2020</u>	+	-	-	=	Ending Balance <u>3/31/2021</u>
		<u>Receipts</u>	<u>Encumbrances</u>	<u>Expenditures</u>		
Mission High School	\$ 223,774.55	\$ 27,110.13	\$ 5,503.40	\$ 68,452.42		\$ 176,928.86
Veterans Memorial High School	258,631.23	60,053.69	5,923.19	72,872.04		239,889.69
Mission Collegiate High School	40,852.80	977.12	-	1,283.56		40,546.36
Options Academy	461.37	11.63	-	-		473.00
Roosevelt Alternative	3,197.29	56.77	-	-		3,254.06
Mission Jr. High School	37,244.63	2,396.43	3,015.00	5,799.67		30,826.39
K. White Jr. High School	61,803.02	818.76	-	5,792.23		56,829.55
Alton Memorial Jr. High School	58,682.59	2,076.78	3,418.00	8,026.14		49,315.23
R. Cantu Jr. High School	53,556.83	285.44	470.60	4,520.06		48,851.61
Alton Elementary	21,145.70	463.73	1,934.47	4,820.65		14,854.31
Bryan Elementary	22,057.65	427.01	335.94	6,788.63		15,360.09
Cantu Elementary	20,231.80	490.41	740.13	1,266.77		18,715.31
Castro Elementary	14,079.71	163.16	18.00	1,857.00		12,367.87
Cavazos Elementary	22,151.85	790.31	1,000.00	2,173.92		19,768.24
Escobar Rios Elementary	13,702.78	262.59	49.99	568.79		13,346.59
Leal Elementary	29,992.09	285.68	-	4,205.18		26,072.59
Marcell Elementary	46,787.71	704.58	1,542.00	3,764.89		42,185.40
Midkiff Elementary	30,959.86	247.40	40.00	1,652.79		29,514.47
Mims Elementary	43,304.27	481.53	79.90	1,922.74		41,783.16
O'Grady Elementary	14,842.99	525.52	-	18.63		15,349.88
Pearson Elementary	10,554.07	571.03	-	3,344.99		7,780.11
Salinas Elementary	35,824.99	138.86	-	394.83		35,569.02
Waitz Elementary	4,264.27	179.85	363.40	379.22		3,701.50
Departments	36,425.25	1,386.70	119.64	16,354.65		21,337.66
Interest	-	902.56	-	-		902.56
Totals	\$ 1,104,529.30	\$ 101,807.67	\$ 24,553.66	\$ 216,259.80		\$ 965,523.51
High Schools	\$ 523,258.58	\$ 88,140.94	\$ 11,426.59	\$ 142,608.02		\$ 457,364.91
Options Academy	461.37	11.63	-	-		473.00
Jr High Schools	211,287.07	5,577.41	6,903.60	24,138.10		185,822.78
Alternative	3,197.29	56.77	-	-		3,254.06
Elementary Schools	329,899.74	5,731.66	6,103.83	33,159.03		296,368.54
Departments	36,425.25	1,386.70	119.64	16,354.65		21,337.66
Interest	-	902.56	-	-		902.56
Totals	\$ 1,104,529.30	\$ 101,807.67	\$ 24,553.66	\$ 216,259.80		\$ 965,523.51



Internal Audit Quarterly Report

January 1, 2021 – March 31, 2021

Rebecca Magee, CPA

Internal Audits of Activity Funds

- Purpose is to determine compliance with district policies and procedures. Audits consist of testing in five main categories:
 - Basic Records
 - Fundraisers
 - Receipts
 - Disbursements
 - Sales Tax and Other Issues
- Internal Audits are performed on a test basis and will not necessarily disclose all instances of non-compliance.

Internal Audit of Payroll

Payroll Department is responsible for processing payroll for approximately 2,600 employees, including substitute teachers. Total payroll and related benefits will exceed \$130 million for the 2021 fiscal year.

- Audit objectives:
 - Salaries and pay rates were authorized
 - Payrolls were properly prepared approved and recorded to the general ledger
 - Payroll deductions were properly authorized
 - Monthly and quarterly reports were accurate and filed timely

Other Activities

Comprehensive Annual Financial Report

District is planning on submitting their fiscal year 2021 Annual Financial Report to the Government Finance Officers Association (GFOA) for consideration of the *Certificate of Achievement for Excellence in Financial Reporting*.

- Major additions to the annual financial report include:
 - Transmittal letter
 - Combining statements by fund type that will include individual funds
 - Numerous statistical tables containing historical information (10 years)

Campus and Student Activity Funds



Year to Year Comparison of Activity Funds

	Current Year	Prior Year	% increase (decrease)
Beginning Balance July 1 st	\$ 1,104,529	\$ 909,134	21.5%
Plus: Receipts	101,808	1,347,540	(92.4%)
Less: Disbursements	(216,260)	(1,100,608)	(80.4%)
Less: Encumbrances	<u>(24,553)</u>	<u>(197,142)</u>	(87.5%)
Ending Balance March 31 st	<u>\$ 965,524</u>	<u>\$ 958,924</u>	0.7%

Summary of Ending Balances as of 3/31/2021

Secondary Campuses	Elementary Campuses	Departments/ Interest	Total
\$ 646,915	\$296,369	\$22,240	\$965,524
67%	31%	2%	100%

Conclusion



Employee Opinion Survey Service Overview

15

Janelle Guillory, HR Services

May 12, 2021



HR Services

This information is provided for educational purposes only to facilitate a general understanding of the law or other regulatory matter. This information is neither an exhaustive treatment on the subject nor is this intended to substitute for the advice of an attorney or other professional advisor. Consult with your attorney or professional advisor to apply these principles to specific fact situations



Agenda

- Background & team
- Survey process
- Participation and Reporting
- Timeline



Background & Team

- Providing HR services to Texas public schools since 1984
- Providing employee surveys since 2007-08
- Conducting 10-25 surveys per year for past 5 years



Background & Team

- Since 2007-08, have conducted more than 220 employee opinion or exit surveys across more than 70 districts
- Team includes:
 - Janelle Guillory – asst director for data services
 - Catherine Rubiera – senior data analyst



Survey Process

- Administered and analyzed by HR Services
- Adapt base survey as needed for district (campus list, additional sections/questions)
- District administration approves questions and tests the survey



Survey Process

- Submit list to us of employee email addresses and staff counts for reporting
- Survey administration is online only
- Typically, all employees invited, sometimes districts focus on a subgroup



Survey Process

- Run survey for 2 weeks and provide participation updates each week
- Advise district on extending to increase participation
- Close survey, analyze data, and provide a report



Participation & Reporting

- Target a minimum of 60% participation
- Many of our districts have above 75% with a few reaching 90%
- We send reminders every 3-4 days to non-participants



Participation & Reporting

- Report compares participant and employee counts to show representation by group
- Provides summary by topic, plus charts and narrative by topic and item
- Comments are tallied by topic and type



Participation & Reporting

- Campus reports offer comparisons and can be used as a planning tool
- HR Services can present highlights of the district results to the board, if requested



Timeline

Example of an early fall administration:

- **September 1-20:** Survey planning, setup, testing, emails₂₅
- **September 24:** Launch survey
- **October 8:** Close survey
- **October/November:** Data analysis and report writing
- **December 6:** Submit district report

Janelle Guillory, Assistant Director

800.580.7782

hrservices@tasb.org

 @tasbhrs

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SUBJECT: Consideration and Approval to Accept the Best and Final Offer (BAFO) and to Enter Into Contract for the Mims Elementary Marquee Project

PRESENTER: Ricardo Rivera
Assistant Superintendent for Operations

BACKGROUND INFORMATION

District marquees not only enhance the campus but gives them the ability of posting notices and information for the community served by the school. Mims Elementary is requesting a new marquee for their campus due to its lack of visibility to the public and its age.

At the Regular Board of Trustees meeting held on June 24, 2020, the Board approved Project, Proposed Budget and Procurement Method, Selection Criteria, Review and Ranking Committee, Wage Rate, and Authorization to Seek Proposals/Bids for the Mims Elementary Marquee Project.

If MCISD is to proceed with this project, The Board of Trustees must take the following action in accordance with Education Code 44.035.

Select or designate an engineer or architect to prepare construction documents for the project. The engineer or architect selected or designated will have full responsibility for complying with the Texas Engineering Practice Act (Article 3271a, Vernon's Texas Civil Statutes) or Chapter 478, Acts of the 45th Legislature, Regular Session, 1937 (Article 249a, Vernon's Texas Civil Statutes), as applicable.

The selected architect/engineer along with preparing construction documents will be required to provide MCISD with an estimated project budget.

If the engineer or architect is not a full-time employee of the District, the Board must select the engineer or architect on the basis of demonstrated competence and qualifications as provided by Section 2254.004, Government Code.

Current and/or past engineer or architects that have worked with MCISD are listed below, the Board of Trustees may select from one of these architects on the basis of demonstrated competence and qualifications or may direct Administration to seek for Request for Qualifications (RFQ's).

Ricardo Hinojosa Structural Engineering
Javier Hinojosa Civil Engineering
Chanin Engineering
PBK - Leaf Engineers

The Board approved, Javier Hinojosa Civil Engineering for this project.

Advertisements in the local newspapers were posted on March 31, 2021 and April 07, 2021. Proposals will be opened April 12, 2021 at 2:00 p.m. and firms will be able to view remotely. Pre-ranking of the proposals will be conducted by Ms. Lorena Garcia, Mr. Ricardo Rivera, Ms. Dora Garcia, Mr. Joel Garcia, Ms. Rumalda Ruiz and Ms. Daisy Cuevas.

Pre-ranking of proposals by Administration is a district process to pre-check if all requested documents and information in the Competitive Sealed Proposal (CSP) was submitted.

However, since the district no longer has a Facilities/Environment Committee and we now use the Board of Trustees Work Shop format Administration presents the option of presenting Consideration and Approval to Accept Administrations Rankings and Enter into Negotiations in the Order of Ranking for the Mims Elementary Marquee Project

CSP's will be submitted on April 12, 2021, and will be reviewed and ranked by the Administration Committee. This Administrative review will be presented at the Regular Board of Trustees Meeting on Wednesday, April 14, 2021.

Five proposals were submitted for this project and were ranked by the Administration Committee. The Board must now consider the rankings and approve to enter into negotiations with the top ranked firms in the order selected. Rankings listed below:

Company and Total Points

AAA Electrical Signs 99pts.

United Signs 85pts.

Gulf Coast Sign Company 77pts.

Golden Rule Signs 77pts.

Comet Signs 64pts.

At the Regular Board of Trustees Meeting held on Wednesday, April 14, 2021 the Board approved to negotiate with the top rank vendor, AAA Electrical Signs.

ADMINISTRATIVE CONSIDERATIONS

Initial project negotiations were held on April 20, 2021, with Mr. Sullivan, AAA Electrical Signs, Mr. Joel Garcia and Mr. Ricardo Rivera. During the negotiations AAA Electrical Signs presented as their Best and Final Offer (BAFO) \$42,016.00 with no decrease in their initial proposal with ten (10) weeks of construction time from the notice to proceed (NTP).

Administration is to present Consideration and Approval to Accept the Best and Final Offer (BAFO) and to Enter Into Contract for the Mims Elementary Marquee Project.

The Board of Trustees has the option to accept this BAFO, the initial base proposal, to decline the offer and direct Administration to enter into negotiations with the next contractor or to reject all offers and re-advertise for the project using the same specifications and design or direct the engineer to re-design the project to meet the approved budget.

FUNDING SOURCE

General Fund	\$22,909.00
Student Activity Funds	<u>\$34,766.00</u>
Total:	\$57,675.00

RECOMMENDATION

This agenda item was presented and discussed at the Board of Trustees Workshop on Wednesday, May 5, 2021.

Administration recommends Consideration and Approval to Accept the Best and Final Offer (BAFO) and to Enter Into Contract for the Mims Elementary Marquee Project.

EXHIBIT

Best and Final Offer (BAFO) - Letter

CONTACT PERSONS

Ricardo Rivera, Assistant Superintendent for Operations



A TESORO CORPORATION™ Sign Company

Website: www.3asigna.com E-mail: signs@3asigna.com
P.O. BOX 997, Donna, Texas 78537

Brownsville: (956) 546-2735

Corpus Christi: (361) 877-8844

Donna: (956) 464-3221

Harlingen: (956) 423-2275

Laredo: (956) 725-0826

McAllen: (956) 682-7837

San Antonio: (210) 342-3241

License: # 18035

800-825-5376

51 years in Business

Memorandum

To: Ricardo Rivera, Assistant Superintendent for Operations

From: Paul W. Sullivan, CEO

Date: April 22, 2021

Ref. Maintenance Agreement

30

Enclosed you will find a revised proposal that includes an optional maintenance policy.

This is the same type of agreement that we have with PSJA ISD and Donna ISD, plus several other schools throughout the Rio Grande valley and the State of Texas. This can be paid monthly or if paid in advance for 1 year you can save 5%.

In addition you will find our current insurance policy.

If you have any questions, please do not hesitate to call.



800-825-5376

Celebrating 51 years in Business

Electrical Sign Contractor License #18035
Electrical Contractor License # 17961
Regulated by The Texas Department of Licensing and Regulation.

A TESORO CORPORATION™ Sign Company

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Fax: (956) 464-2408

P.O. Box 997 Donna, Tx. 78537

Website: www.3asigns.com E-mail: signs@3asigns.com

Brownsville 546-2735 Corpus Christi 887-8844 Donna 464-3221 Harlingen 423-2271 Laredo 725-0838 McAllen 682-7831 San Antonio 342-3241

ATTN PURCHASING DEPT.

PROPOSAL No. 24472

Table with 2 columns: PROPOSAL SUBMITTED TO and JOB NAME. Rows include MISSION CISD, MIMS ELEM. SCHOOL MARQUEE RFP#506-21-0, 1201 BRYCE ROAD, 300 EAST MILE 2 ROAD, MISSION, TEXAS 78572, MISSION, TEXAS 78574, (956) 323-5524, 4/7/2021

We hereby submit specifications and estimates for:
A) 1 EA. DOUBLE FACE COLOR LED ILLUMINATED MONUMENT SIGN \$42,016.00
COPYRIGHT DESIGN #217-2021
TOP SECTION: 1'-6" X 10'-1 1/4" DOUBLE FACE PAN FACED WITH COPY ILLUMINATED CABINET SIGN
FRAME: CUSTOM ALUMINUM ENAMEL FINISH
FACES: CUSTOM FORMED EMBOSSED FACE
LIGHTING: SAMSUNG WHITE LED'S LIGHTING
MIDDLE SECTION: 5'-2 3/4" X 10'-1 1/4" COLOR VIDEO LED DISPLAY 10.0 MM
MODEL AAA-MODEL-48.4, RESOLUTION: 144 X 288, WATTAGE: 10,000 WATTS, BRIGHTNESS: 7,000
REMOTE RF WIRELESS UP TO 2,500 or DLS TELEPHONE LINE
BOTTOM SECTION: ALUMINUM POLE COVER, ALUMINUM FRAME

All Electronic Message Center require a stand-alone computer. Computer furnished by Owner.
FREE: 4 YEARS SOFTWARE UPGRADES AND UP TO 4 HRS ON-SITE TRAINING WITH OUR LOCAL FACTORY TECHNICIANS
This Proposal is subject to any Sales Taxes due, service to obtain Sign Permit and net cost of the Permit. It is further understood and agreed that the purchaser is to furnish all primary electrical service to the sign, including a Disconnect Switch, Time Switch, Photo Cell or other controls, as required by the Electrical Code and/or City at their own expense.

OUTRIGHT PURCHASE
Forty Two Thousand Sixteen Dollars and No Cents Dollars \$42,016.00
DOWN PAYMENT \$0.00 BALANCE OF \$42,016.00 TO BE PAID IN FULL PRIOR TO DELIVERY.

EXTENDED MAINTENANCE POLICY
60 MONTH EXTENDED MAINTENANCE POLICY ONLY \$79.00 MONTHLY

LEASE PLAN Did you know, Lease Plans are 100% tax deductible as advertising expense.
(1) LEASE PLAN with FULL MAINTENANCE
MONTH LEASE AT PER MONTH INCLUDING MAINTENANCE WITH INITIAL PAYMENT OF
TO BE PAID IN ADVANCE. FIRST LEASE PAYMENT DUE 30 DAYS AFTER INSTALLATION ONLY PER DAY ADVERTISEMENT

(2) LEASE PLAN with FULL MAINTENANCE OPTIONAL
MONTH LEASE AT PER MONTH INCLUDING MAINTENANCE WITH INITIAL PAYMENT OF
TO BE PAID IN ADVANCE. FIRST LEASE PAYMENT DUE 30 DAYS AFTER INSTALLATION ONLY PER DAY ADVERTISEMENT

NOTE: This Proposal becomes a contract upon acceptance and signed by an authorized Officer for AAA Electrical Signs. All Lease & Maintenance contracts are subject to any taxes due, and they are subject to the terms and conditions of each agreement. This proposal maybe withdrawn by us if not accepted within 10 days.

JOHN MORENO 550

Approved for AAA ELECTRICAL SIGNS

Sign Consultant

ACCEPTANCE OF PROPOSAL/CO-MAKER AGREEMENT

The above price, specifications, terms, conditions on the reverse side are satisfactory and are hereby accepted. You are authorized to do work as specified and payments will be made as indicated above at Donna, Hidalgo County, Texas, in consideration of the acceptance of the above Proposal/Contract or Purchase Order by your Company, it is hereby declared and understood that there are no prior writings, verbal negotiations, understandings, representations or agreements between the parties not herein expressed. This agreement cannot be changed or altered during its terms except in writing, the undersigned agrees to perform all terms of the agreement, including any payments of any obligations thereunder.

MISSION CISD

Date of Purchase:

(Firm Name)

By: PURCHASING DEPT. Title

Purchaser/ CO-Maker Signature/Purchase Order Number

Print Name

White - Home Office Original

Yellow - Customer's Copy

Pink - Central Office Copy

Blue - Estimating Copy

Code 1/2017



800-825-5376

Celebrating 51 years in Business

A TESORO CORPORATION™ Sign Company

Website: www.3asigns.com

Electrical Sign Contractor License #18035
Regulated by The Texas Department of Licensing and Regulation.
P.O. Box 12157, Austin, Texas 78711
1-800-803-9202, 512-483-8599 website: license.state.tx.us/complaints

E-mail: signs@3asigns.com

P.O. Box 997 Donna, Tx. 78537
Fax: (956) 464-2408

Maintenance No. MA-042021-2021
Date 4/20/2021

STANDARD ELECTRICAL ADVERTISING MAINTENANCE AGREEMENT

THIS AGREEMENT, made this _____ day of _____, 20_____, between AAA Electrical Signs hereinafter called Company, and Customer MISSION CISD

Customer Office Phone _____ Customer Home Phone _____ Customer Home Phone _____
Billing Address 1201 BRYCE ROAD MISSION TEXAS 78572
hereinafter called customer City State Zip Code
DISPLAY ADDRESS 1201 BRYCE ROAD MISSION TEXAS 78572
hereinafter called customer City State Zip Code

DESCRIPTION DOUBLE FACE COLOR LED ILLUMINATED MONUMENT SIGN
15'-6 3/4" X 11'-0" MONUMENT SIGN WITH EMC (5'-2 3/4" X 10'-1 1/4")
COPYRIGHT DESIGN #217-2021

WITNESSETH:

Company agrees, subject to the condition and provisions herein contained to maintain Customer's Display herein called "Display", in according to the specifications that apply as set forth below:

SPECIFICATIONS:

The Company in further consideration of monthly payments, as hereinafter set forth, agrees to service and maintain the above display, for the entire maintenance period as applicable:

- Make prompt Inspection of display on customer's request.
Repair or replace inoperative luminous tubes.
Replace burned out incandescent and/or fluorescent lamps.
Replace defective transformers, ballasts, LED drivers & converters.
Repair defective wiring within display.
Replace broken or defective housings, sockets, tube supports and insulators.
Adjust and Repair time/temperature unit(s) as needed
Repair wireless antennas.
Repair Lighting in Illuminated Letters.
Adjust and repair Color Video Signs as needed.
Adjust and repair Electronic Message Centers as needed.

Other N/A

NOTE:

It is understood and agreed by both parties hereto that all gaseous tubes, LED's/plastic/vinyl/Flex (Duralife) Faces have an inherent tendency to change in color and light intensity proportionate to period of use. Mercury filled tubing of any age is affected by cold weather. These are universal characteristics and not defects in manufacturer or maintenance. Replacement of operative tubes/LED's/plastic/vinyl/Flex (Duralife) Face so affected is not a part of this agreement unless herein otherwise specified with respect to total replacement of certain operative luminous copy or embellishment at established intervals.

MAINTENANCE FEE

Customer agrees to pay Company, upon execution of this agreement, an initial downpayment of \$ 0.00 and thereafter a monthly maintenance fee of \$ 79.00 plus all applicable sales taxes for each and every calendar month throughout the terms of this agreement.

In addition to the above maintenance fee, an amount equal to 18% annual percentage rate charged at the rate of 1 1/2% per month shall be due and payable on all maintenance fees, remaining unpaid on the 10th day of the month following the original due date of such items.

TERMS:

This term of this Agreement shall be for 60 months commencing on _____, 20_____, and due on the 15th of each month thereafter. Upon termination of the Terms of this Agreement unless either party shall have notified the other in writing sixty (60) days prior to the termination of this Agreement that it does not desire the Terms of this Agreement to remain effective, it shall be automatically renewed for a period of equal months under the same Terms and Conditions.

ACCEPTANCE OF AGREEMENT

This Agreement shall not be effective until signed by or on behalf of Customer and signed by Authorized Officer of Company's on Company's behalf; and it is hereby further declared, agreed and understood that there are no prior writings, verbal negotiations, understandings, representations or agreements between the parties not herein expressed. This agreement cannot be changed or altered during its term except in writing. This contract is subject to all terms and provisions on the reverse side hereof.

CUSTOMER ACCEPTANCE

SIGNATURE: _____
PRINT NAME: MISSION CISD
TITLE: _____ DATE: _____

CUSTOMER ACCEPTANCE

SIGNATURE: _____
PRINT NAME: PAUL SULLIVAN
TITLE: PRESIDENT DATE: _____

CO-MAKER AGREEMENT:

In consideration of the acceptance of the above Maintenance Agreement by Company and as an inducement to accept said Maintenance Agreement, the undersigned agrees to perform all of the terms of the above Maintenance Agreement payment of any obligations thereunder.

Signed this _____ day of _____, 20_____

Co-Maker

Co-Maker

Print Name

Print Name

SUBJECT: Consideration and Approval of Change Order #2 for Betterment Fund Credit for the Pearson and Castro Elementary Chiller Project

PRESENTER: Ricardo Rivera, Assistant Superintendent for Operations

BACKGROUND INFORMATION

During the Mission High School Phase III Renovation Project, the design included a complete new chilling system for the entire campus. Since the construction was to occur while classes were still in session the initial plan was to install temporary chiller systems at the project until the new chillers were installed and these were to be rented. A cost evaluation was conducted comparing the rental costs versus a purchase cost. It was determined that it was more cost effective and in the best interest of the District to purchase these temporary chillers rather than rent them for the entirety of the project and then we would be able to use them as replacements for other District campus systems that are aging.

At the Regular Board of Trustees meeting held on September 13, 2017, the Board selected DBR Engineering Consultants for 2017-2018 HVAC and Lighting Commissioning projects. Chiller assessments were done by DBR Engineering Consultants for several elementary campuses. DBR Engineering Consultants found numerous deficiencies for the chillers at several sites. Some of the deficiencies found were considerable amounts of corrosion and condenser coils that were severely corroded and very fragile. DBR feels that the best fit for the purchased chillers would be at Pearson and Castro Elementary Schools with some minor modification on the connections required. These two campus chiller systems are listed as a Priority #1 in our Long-Range Construction Outlook Plan.

At the Regular Board of Trustees meeting held on February 13, 2019, the Board approved the following, Consideration and Approval of Project and Proposed Budget for the Pearson and Castro Elementary School Relocation Project.

The purchase will be using the Buy board inter-local purchase co-op.

Using an inter-local purchase co-op complies with the purchase requirement of TEC 44.031a (5) requiring and approval purchasing method for contracts valued \$50,000 or more. Responses will be reviewed and analyzed to select a qualified vendor(s) whose proposal best met the specifications and provided the "Best Value".

If MCISD is to proceed with this project, The Board of Trustees must take the following action in accordance with Education Code 44.035.

Select or designate an engineer or architect to prepare construction documents for the project. The engineer or architect selected or designated will have full responsibility for complying with the Texas Engineering Practice Act (Article 3271a, Vernon's Texas Civil Statutes) or Chapter 478, Acts of the 45th Legislature, Regular Session, 1937 (Article 249a, Vernon's Texas Civil Statutes), as applicable.

The selected architect/engineer along with preparing construction documents will be required to provide MCISD with an estimated project budget.

If the engineer or architect is not a full-time employee of the District, the Board must select the engineer or architect on the basis of demonstrated competence and qualifications as provided by Section 2254.004, Government Code.

At the Regular Board meeting held on May 08, 2019, Ms. Rumalda Ruiz, Assistant Superintendent for Business and Finance presented Award Contract for Chiller Relocation at Castro & Pearson Elementary #5507-19. This item was pulled due to no submittals from vendors.

Once again advertisements in the local newspapers were posted on February 26, 2020 for this project. An initial pre-proposal meeting was set for March 12, 2020 and opening of proposals were for March 24, 2020. At this time only one vendor submitted a proposal. Due to the health matter that the country is currently experiencing and the possibility of vendors not realizing the district was still operating on this project, Administration extended the advertising for additional days. Proposals were opened via a Zoom meeting that was held on Thursday, April 30, 2020 at 2pm. Present at the meeting were Mr. Roosevelt Rios and Mr. Carlos Lerma. Five proposals were submitted and reviewed and evaluated by Administration for presentation to the Board.

Five firms responded to the request for qualifications, they are:

- Johnson Controls (76.0 pts.)
- Aircool Tech-ACT Corp. (56.0)
- Protech Mechanical (45.5)
- Bougambilias Const. LLC (41.0)
- IT Engineering (34.3)

At the Regular Board meeting held on May 06, 2020 Administration placed on the agenda Consideration and Approval to award the contract for the Pearson and Castro Elementary School Relocation Chiller Project. This agenda item was pulled due to bid clarification of bid contents, pricing and work schedules from firms.

On Monday, June 1, 2020, via a Zoom meeting held by Mr. Roosevelt Rios, Mr. Carlos Lerma, Mr. Hugo Avila, Engineer DBR Engineering and Mr. Lonnie Cavazos from Johnson Controls bid clarification and questions by the district and DBR were addressed.

As per MCISD process the Facilities/Environment Committee must review the pre-ranking and accept or rank as a committee the firms' qualification and make a recommendation.

At the Regular Board meeting held on June 24, 2020, the Board approved the following, Consideration and Approval of Rankings to Award the Contract for the Pearson and Castro Elementary School Relocation Chiller Project. The awarded vendor is Johnson Control.

Notice to Proceed (NTP): December 18, 2020

Substantial Completion: December 25, 2020 (seven days each)

At the Regular Board Meeting held on March 10, 2021, the Board approved the following agenda items:

Consideration and Approval of CPR #01 for a D Couple Chilled Water Pipe Modification for the Castro Elementary School Relocation Chiller Project at a cost of \$14,543.66.

Consideration and Approval of Substantial Completion for the Pearson Elementary Chiller Project.

ADMINISTRATIVE CONSIDERATIONS

As per DBR Engineering and Johnson Controls they are submitting a change order to make the following changes to the contract to “credit” the unused chiller repair funds. Administration is presenting Consideration and Approval of Change Order #2 for Betterment Fund Credit for the Pearson and Castro Elementary Chiller Project.

*Betterment Fund Credit \$10,000.00

FUNDING SOURCE

General Fund – 2019-2020 budget expenditure (const. work)

Preliminary/Approximate Total Budget:

Pearson and Castro Relocation Chiller:	\$83,491.06 (\$41,745.53 ea.)
DBR Engineer Cost:	<u>\$23,000.00</u> (\$11,500.00 ea.)
Est. Project Total:	\$106,491.06

RECOMMENDATION

This agenda item was presented and discussed at the Board of Trustees Workshop on Wednesday, May 5, 2021.

Administration recommends Consideration and Approval of Change Order #2 for Betterment Fund Credit for the Pearson and Castro Elementary Chiller Project.

EXHIBIT

Change Order #2

CONTACT PERSONS

Ricardo Rivera, Assistant Superintendent for Operations

CHANGE ORDER TO CONTRACT

PROJECT NO. 188008.000/188009.000

PROJECT: Cpt. Joaquin Castro ES Chiller Relocation
Lucille Pearson ES Chiller Relocation

DATE: April 19, 2021

CHANGE ORDER NO. #2

Owner	Engineer	Contractor
Mission Consolidated Independent School District 1201 Bryce Dr. Mission, Tx 78572	DBR Engineering Consultants 200 S. 10 th St, Suite 901 McAllen, Texas 78501	Johnson Controls, Inc. 2209 N. Padre Island Drive, Suite F Corpus Christi, Tx 78408

Original Contract Date: December 18, 2020

Contractor is hereby directed to make the following changes to the Contract
Deduct unused "Chiller Repair" monies

The original contract sum was:	<u>\$83,491.05</u>
Net amount of previous change orders:	<u>\$14,543.66</u>
Total original contract amount plus or minus net change orders:	<u>\$98,034.71</u>
Total amount of this change order:	<u>(\$10,000.00)</u>
The new contract amount including this change order will be:	<u>\$88,034.71</u>
The contract time will be changed by the following number of days:	<u>75</u> DAYS
The date of completion as of the date of this change order is:	<u>April 15, 2021</u>

Contractor Raymond Moses Raymond Moses 4-19-21
Printed Name Signature Date

Engineer-In-Charge Hugo H. Avila [Signature] 04-19-21
Printed Name Signature Date

Owner _____ 37 _____
Printed Name Signature Date

SUBJECT: Consideration and Approval of Substantial and Final Completion, Less Betterment Fund Allowance and Final Payment, Less Liquidated Damages for the Pearson and Castro Elementary Chiller Project

PRESENTER: Ricardo Rivera, Assistant Superintendent for Operations

BACKGROUND INFORMATION

During the Mission High School Phase III Renovation Project, the design included a complete new chilling system for the entire campus. Since the construction was to occur while classes were still in session the initial plan was to install temporary chiller systems at the project until the new chillers were installed and these were to be rented. A cost evaluation was conducted comparing the rental costs versus a purchase cost. It was determined that it was more cost effective and in the best interest of the District to purchase these temporary chillers rather to rent them for the entirety of the project and then we would be able to use them as replacements for other District campus systems that are aging.

At the Regular Board of Trustees meeting held on September 13, 2017, the Board selected DBR Engineering Consultants for 2017-2018 HVAC and Lighting Commissioning projects. Chiller assessments were done by DBR Engineering Consultants for several elementary campuses. DBR Engineering Consultants found numerous deficiencies for the chillers at several sites. Some of the deficiencies found were considerable amounts of corrosion and condenser coils that were severely corroded and very fragile. DBR feels that the best fit for the purchased chillers would be at Pearson and Castro Elementary Schools with some minor modification on the connections required. These two campus chiller systems are listed as a Priority #1 in our Long-Range Construction Outlook Plan.

At the Regular Board of Trustees meeting held on February 13, 2019, the Board approved the following, Consideration and Approval of Project and Proposed Budget for the Person and Castro Elementary School Relocation Project.

The purchase will be using the Buy board inter-local purchase co-op.

Using an inter-local purchase co-op complies with the purchase requirement of TEC 44.031a (5) requiring and approval purchasing method for contracts valued \$50,000 or more. Responses will be reviewed and analyzed to select a qualified vendor(s) whose proposal best met the specifications and provided the "Best Value".

If MCISD is to proceed with this project, The Board of Trustees must take the following action in accordance with Education Code 44.035.

Select or designate an engineer or architect to prepare construction documents for the project. The engineer or architect selected or designated will have full responsibility for complying with the Texas Engineering Practice Act (Article 3271a, Vernon's Texas Civil Statutes) or Chapter 478, Acts of the 45th Legislature, Regular Session, 1937 (Article 249a, Vernon's Texas Civil Statutes), as applicable.

The selected architect/engineer along with preparing construction documents will be required to provide MCISD with an estimated project budget.

If the engineer or architect is not a full-time employee of the District, the Board must select the engineer or architect on the basis of demonstrated competence and qualifications as provided by Section 2254.004, Government Code.

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Notice to Proceed (NTP): December 18, 2020
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Consideration and Approval of Substantial Completion for the Pearson Elementary Chiller Project.

Pending:

Consideration and Approval of Change Order #2 for Betterment Fund Credit for the Pearson and Castro Elementary Chiller Project.

ADMINISTRATIVE CONSIDERATIONS

As per DBR Engineering and Johnson Controls, the Pearson and Castro Elementary Chiller Project is completed, thus they present at this time Consideration and Approval of Substantial and Final Completion, Less Betterment Fund Allowance and Final Payment, Less Liquidated Damages for the Pearson and Castro Elementary Chiller Project.

As per DBR Engineering the project is complete as per the contractual timeline and there are no possible liquidated damages for this project.

*Betterment Fund Credit \$10,000.00

FUNDING SOURCE

General Fund – 2019-2020 budget expenditure (const. work)

Preliminary/Approximate Total Budget:

Pearson and Castro Relocation Chiller:	\$83,491.06 (\$41,745.53 ea.)
DBR Engineer Cost:	<u>\$23,000.00</u> (\$11,500.00 ea.)
Est. Project Total:	\$106,491.06

RECOMMENDATION

This agenda item was presented and discussed at the Board of Trustees Workshop on Wednesday, May 5, 2021.

Administration recommends Consideration and Approval of Substantial and Final Completion, Less Betterment Fund Allowance and Final Payment, Less Liquidated Damages for the Pearson and Castro Elementary Chiller Project.

EXHIBIT

DBR Engineering – Substantial Completion Form

CONTACT PERSONS

Ricardo Rivera, Assistant Superintendent for Operations

NOTICE OF SUBSTANTIAL COMPLETION

PROJECT NO. 188008.00

PROJECT: Cpt. Joaquin Castro ES Chiller Relocation

DATE: April 7, 2021

Owner	Engineer	Contractor
Mission Consolidated Independent School District 1201 Bryce Dr. Mission, Tx 78572	DBR Engineering Consultants 200 S. 10 th St, Suite 901 McAllen, Texas 78501	Johnson Controls, Inc. 2209 N. Padre Island Drive, Suite F Corpus Christi, Tx 78408

This is to advise you that the Work has been reviewed, inspected, and determined, to the best knowledge, information and belief of the Engineer, to be substantially complete as of the date noted above in accordance with the criteria outlined in The General Conditions of the Contract and the Specifications, including without limitation a) suitable for occupancy, b) determined to be fully and comfortably usable, and c) fully cleaned and appropriate for presentation to the public.

A punch list of work to be completed, work not in compliance with the Drawings or Specifications, and unsatisfactory work is attached. The Contractor shall complete every item identified on the punch list specifying the Subcontractor or trade responsible for the work, and the dates that the completion or correction will be commenced and finished prior to Final Acceptance.

Except as stated in this Notice of Substantial Completion, all manufacturers' warranties, other special warranties and the Contractor's one-year obligation to perform remedial work, shall commence on the Date of Substantial Completion noted above.

This Notice of Substantial Completion shall be effective and establish the Date of Substantial Completion as **December 23, 2020**

Contractor	<u>Raymond Moses</u> Printed Name	<u></u> Signature	<u>4-19-21</u> Date
Engineer-In-Charge	<u>Hugo H. Avila</u> Printed Name	<u></u> Signature	<u>04-19-21</u> Date
Owner	_____ Printed Name	_____ Signature	_____ Date

Site Visit Report

VISIT DATE
March 15, 2021

ISSUE DATE
March 19, 2021

CLIENT
Mission CISD

AREA INSPECTED
Castro ES Chiller Yard

PROJECT 188009.000 | Pearson – Castro Chiller Replacement

This report is carried out in accordance with the General Conditions of the Contract for Construction and does not imply that the Engineer has made exhaustive or continuous on-site inspections. This report does not relieve the Contractor of responsibility from performing inspections on portions of the work to determine that such portions are in proper condition to receive subsequent work. Omission of nonconforming items within this report does not imply that the Engineer accepts work not in conformance with the Contract Documents.

FINDINGS:

The following items were noted at time of inspection:

1. No pending items on the base bid work.
2. No pending items on the Changer Order #1 work.

Prepared By



Hugo Avila
Project Manager

Distribution:
-Raymond Moses, JCI

SUBJECT: Consideration and Approval of Schematic and Final Design for the Maintenance Warehouse Project

PRESENTER: Ricardo Rivera
Assistant Superintendent for Operations

BACKGROUND INFORMATION

At the Regular Board of Trustees meeting held on February 12, 2020 the Board of Trustees approved to grant authority to Superintendent Dr. Perez to authorize the negotiations and enter into contract for professional services for the district-wide construction projects. The selected firm awarded was PBK Architects. PBK Architects was to conduct a roofing assessment for the Warehouse, Transportation and Maintenance departments.

At the Regular Board of Trustees meeting held on July 29, 2020, The Board considered suspension of Texas Education Code section 44.031, and authorizing the Superintendent or her designee to negotiate and execute any and all agreements, contracts, and/or purchase orders necessary to remediate and/or repair damage to District property, personal property and/or Infrastructure caused by the Hurricane Hanna storm which occurred on or around the weekend of July 24, 2020 and to seek on the District's behalf any and all insurance proceeds, federal and/or state aid available to the District to offset costs associated with the repair and remediation.

ADMINISTRATIVE CONSIDERATIONS

PBK Architects will be submitting schematic and final designs and submits these for Administration and Board review. Administration presents Consideration and Approval of Schematic and Final Design for the Maintenance Warehouse Project.

If approved by the Board, the Purchasing department will proceed with advertisements for this project.

Administration will use competitive sealed proposals (CSP's) as the procurement method as approved by the Board of Trustees in the February 2021 Board of Trustees meeting. This method was approved as the primary default method for projects

FUNDING SOURCE

General Funds

Estimated Budget \$160,000.00

RECOMMENDATION

This agenda item was presented and discussed at the Board of Trustees Workshop on Wednesday, May 5, 2021.

Administration presents Consideration and Approval of Schematic and Final Design for the Maintenance Warehouse Project.

EXHIBIT

Designs to be presented at the meeting

CONTACT PERSONS

Ricardo Rivera, Assistant Superintendent for Operations

SUBJECT: Consideration and Approval of Schematic and Final Roof Design for the Lee Field House Project

PRESENTER: Ricardo Rivera
Assistant Superintendent for Operations

BACKGROUND INFORMATION

Tom Landry Stadium was constructed and the Eagles played their first football game in 1977. The field house was constructed a few years later. In December of 2014 the new field house was completed, however, the new fieldhouse did not have adequate space and facilities to incorporate all the sports grade level teams. Due to this, Lee Field continues to be used for other MHS sports teams, however, much building renovations and improvements are needed primarily a new roof, new showers, new restroom facilities, new lockers and benches along with meeting rooms and may not be all inclusive. Lee Fieldhouse is also used for visiting teams and game officials along with being the fieldhouse for VMHS when they play home games.

Due to Hurricane Hanna on or about July 24, 2021 the roof structure was completely torn off causing extensive damage in the interior and exterior and the need for a new roof structure.

ADMINISTRATIVE CONSIDERATIONS

Raba Kistner will be submitting schematic designs and final designs and submits these for Administration and the Board of Trustees to review. Administration presents Consideration and Approval of Schematic and Final Roof Design for the Lee Field House Project.

If approved by the Board of Trustees the Purchasing department will proceed with advertisements for this project.

Administration will use competitive sealed proposals (CSP's) as the procurement method as approved by the Board of Trustees in the February 2021 Board of Trustees meeting. This method was approved as the primary default method for projects.

FUNDING SOURCE

General Funds

Estimated Budget \$300,000.00

RECOMMENDATION

This agenda item was presented and discussed at the Board of Trustees Workshop on Wednesday, May 5, 2021.

Administration recommends Consideration and Approval of Schematic and Final Roof Design for the Lee Field House Project.

EXHIBIT

Roof designs to be presented at the meeting

CONTACT PERSONS

Ricardo Rivera, Assistant Superintendent for Operations

SUBJECT: Award Purchase of Smartboards for CTE Program

PRESENTER: Rumalda Ruiz, Assistant Superintendent for Finance

BACKGROUND INFORMATION

The Career and Technical Education Department is in need of replacing broken or obsolete Smartboards that are no longer working or operational for CTE staff members in our secondary campuses. New Smartboards will also be needed for new CTE staff members leading new CTE training Programs of Study. The Smartboard will allow CTE staff members the opportunity to provide visual instructional and training presentations to our students

With CTE courses now available in Mission CISD for students in 7th through 12th grade, it is vital that we provide our staff with the needed equipment to meet our students training needs.

ADMINISTRATIVE CONSIDERATIONS

This purchase will be made using Inter-local Purchasing Co-op. Using an Inter-local Purchasing Co-op complies with purchase requirements of TEC 44.031a(4) and local board policy requiring an approved purchasing method for contracts valued at \$50,000 or more.

FUNDING SOURCE:

General Fund via the Career and Technical Education Foundation Funds estimated at \$86,870

RECOMMENDATION:

Award Purchase of Smartboards for CTE Program to Aisys Consulting, LLC.

CONTACT PERSON (S)

Dr. Sharon Roberts, Deputy Superintendent for C & I
Edilberto Flores, Executive Director for K-12 MHS Feeder Schools
Cynthia Wilson, Executive Director for K-12 VMHS Feeder Schools
Sergio Pena, CTE Director
Jessica Dominguez, Principal Alton Jr. High School
Sandra Rodriguez, Principal Mission High School
Fidel Garza, Principal Veterans Memorial High School
Ana Lisa Flores, Principal Mission Collegiate High School
Angel Torres, Principal Ralph Cantu Jr. High School
Adan Ramirez, Principal Mission Jr. High School
Brenda Betancourt, Principal KWhite Jr. High School
Jessica Dominguez, Principal Alton Memorial Jr. High School
Noe A. Pena, Director for Technology Systems
Dora Garcia, Coordinator for Purchasing

SUBJECT: Award Purchase of Desktop Computers

PRESENTER: Rumalda Ruiz, Assistant Superintendent for Finance

BACKGROUND INFORMATION

The Career and Technical Education Department is in dire need of replacing obsolete computers needed as part of our students' training needs. Several of our computer labs have computers that are older than 5 years old and are having issues running advanced software application programs. Replacing these computer labs will ensure our students train using computers being used in industry. New computers are also needed for new CTE programs to provide new training opportunities for our Career and Technical Education students.

With CTE courses now available in Mission CISD for students in 7th through 12th grade, it is vital that we provide them with the latest in technology equipment to meet their training needs.

ADMINISTRATIVE CONSIDERATIONS

This purchase will be made using Inter-local Purchasing Co-op. Using an Inter-local Purchasing Co-op complies with purchase requirements of TEC 44.031a(4) and local board policy requiring an approved purchasing method for contracts valued at \$50,000 or more.

FUNDING SOURCE:

General Fund via the Career and Technical Education Funds estimated at \$451,000.

RECOMMENDATION:

Award Purchase of Desktop Computers to Dell in the amount \$398,094.03

Award Purchase of iMac Computers to Apple in the amount \$52,248

CONTACT PERSON (S)

Dr. Sharon Roberts, Deputy Superintendent for C & I
Edilberto Flores, Executive Director for K-12 MHS Feeder Schools
Cynthia Wilson, Executive Director for K-12 VMHS Feeder Schools
Sergio Pena, CTE Director
Jessica Dominguez, Principal Alton Jr. High School
Sandra Rodriguez, Principal Mission High School
Fidel Garza, Principal Veterans Memorial High School
Ana Lisa Flores, Principal Mission Collegiate High School
Angel Torres, Principal Ralph Cantu Jr. High School
Adan Ramirez, Principal Mission Jr. High School
Brenda Betancourt, Principal KWhite Jr. High School
Jessica Dominguez, Principal Alton Memorial Jr. High School
Noe A. Pena, Director for Technology Systems
Dora Garcia, Coordinator for Purchasing

SUBJECT: Approval of TSTC Migrant Academic Achievement Residential Summer Program (MAARS)

PRESENTER: Rumalda Ruiz, Assistant Superintendent for Finance

BACKGROUND INFORMATION:

The goal of the MAARS Program is to empower migrant students to improve the quality of their lives within their multi-cultural community by providing academic and social support to enhance student potential in high school, college and real life. The programs provides other critical elements that are often overlooked or are necessary for college readiness: Critical Thinking, Time Management and Social Development. For the 2021 summer, the program will be held July 5, 2021-July 30, 2021 and will be a 100% virtual experience.

Student opportunities include:

- A 4 week virtual summer instructional program to assist with the earning of additional high school graduation credits
- engagement in a virtual career exploration opportunity through the available technical programs on the performing party campus
- engagement in virtual college readiness and leadership seminars to further educational goals
- virtual tours of colleges and universities
- virtual cultural event opportunities
- weekly \$125.00 living allowance to participants that meet all requirements during the program

Approximately 6 students will have the opportunity to attend the MAARS program.

ADMINISTRATIVE CONSIDERATIONS

The District will be entering into a Interlocal Agreement with Texas State Technical College as authorized by the Interlocal Cooperation Act, Texas Government Code Chapter 791 for the purpose of fulfilling and implementing their respective public and governmental purposes, needs, objectives, and programs.

This item is under legal review.

FUNDING SOURCE/AND AMOUNT

Federal Funds: Title I Part C Migrant Funds – Estimated Cost \$30,000

RECOMMENDATION

Approval of TSTC Migrant Academic Achievement Residential Summer Program (MAARS)

CONTACT PERSON(S)

Kim Risica, Executive Director for Special Programs & School Improvement
Nancy Villarreal, Coordinator for FaCE & Migrant

SUBJECT: Board Resolution Authorizing Mission CISD to participate in the 1 Government Procurement Alliance Purchasing Cooperative

PRESENTER: Rumalda Ruiz, Assistant Superintendent for Finance

BACKGROUND INFORMATION

As per Board Policy CH Legal, the District may participate in Interlocal Agreements to increase efficiency and effectiveness, a district may contract or agree with other local governments and with state agencies, including the comptroller, to perform some of its purchasing functions. *Gov't Code 791.001, .011, .025*

An interlocal contract must be authorized by a board and the governing body of each contracting party; must state the purpose, terms, rights, and duties of the contracting parties; and must specify that each party paying for the performance of governmental functions or services shall make those payments from current revenues available to the paying party.

An interlocal contractual payment must be in an amount that fairly compensates the performing party for the services or functions performed under the contract. The contract may be renewed and may have a specified term of years.

Gov't Code 791.011(d)–(f), (i)

A district may agree with another local government, including a nonprofit corporation that is created and operated to provide one or more governmental functions and services, or with the state or a state agency, including the comptroller, to purchase goods and services reasonably required for the installation, operation, or maintenance of the goods. Such an agreement may not, however, apply to services provided by firefighters, police officers, or emergency medical personnel.

A district that purchases goods and services by agreement with another local government or with the state or state agency satisfies the requirement to seek competitive bids for the purchase of goods and services.

ADMINISTRATIVE CONSIDERATIONS

Using Interlocal Purchasing Coops complies with purchase requirements TEC 44.031 and Local Board Policy requiring an approved purchasing method for contracts valued at \$50,000 or more.

The District has approved the use of the most popular purchasing cooperatives in the State. The District is always looking at adding the use of other cooperatives that have contracts that the District deems advantageous. This is a current list of the purchasing cooperatives used:

- BuyBoard Purchasing Cooperative
- Texas Department of Information Resources DIR
- Region 1 Educational Service Center
- Houston Galveston Area Council (HGAC) Cooperative Purchasing
- US Communities Purchasing Coop
- The Interlocal Purchasing System (TIPS)/(TAPS)
- National Intergovernmental Purchasing Alliance (NIPA)
- Texas Multiple Award Schedule (TXMAS) Purchasing Cooperative
- The Purchasing Association of Cooperative Entities (PACE)

Administration wishes to expand the number of Purchasing Coops available to the District by participating in the 1 Government Procurement Alliance (1GPA) Purchasing Cooperative.

1GPA is a national non-profit governmental purchasing cooperative which allows public entities to take advantage of existing contracts to purchase the goods and services they need from local and national vendors. 1GPA Contracts are approved and awarded by 1GPA's lead governmental entities and are available for use and benefit of all entities complying with their own state procurement laws and regulations. All contracts are competitively bid and awarded in compliance with state statutes, procurement laws and regulations.

The Membership Agreement is under legal review.

FUNDING SOURCE AND AMOUNT

All Funds

RECOMMENDATION

Board Resolution Authorizing Mission CISD to participate in the 1 Government Procurement Alliance Purchasing Cooperative

CONTACT PERSON (S)

Dora Garcia, Coordinator of Purchasing
Rumalda Ruiz, Assistant Superintendent for Finance

SUBJECT: Award Purchase of Bilingual Instructional Materials

PRESENTER: Rumalda Ruiz, Assistant Superintendent for Finance

BACKGROUND INFORMATION

The PreK to 5th Grade Bilingual/ESL classrooms are in need of English and Spanish instructional material that targets the core content areas: science, math, social studies and language arts.

Instructional material was selected based on teacher survey results, input from elementary content coordinators, and input from the Bilingual department. The proposed instructional materials were deemed necessary to enrich our Bilingual/ESL students.

ADMINISTRATIVE CONSIDERATIONS

On April 8, 2020, the Board of Trustees awarded renewals of catalog contracts for Instructional Material 241-21-0.

The review of the purchase request reached the following conclusions:

- (1) As per Board Policy CH Local the Board of Trustees must approve a purchase over \$50,000.
- (2) The current aggregate purchases in similar commodities for the department will be over \$50,000.

FUNDING SOURCE AND AMOUNT

State Bilingual Funds Estimated \$524,000

RECOMMENDATION

Award Purchase of Bilingual Instructional Material. Administration recommends classroom supplies be purchased using vendors awarded on the listed tabulation sheet.

CONTACT PERSON (S)

Sharon Roberts, Ed. D., Deputy Superintendent for Curriculum and Instruction
Kim Risica, Executive Director for Special Programs and School Improvement
Angelina Martinez, Director for Bilingual Education/ESL
Rumalda Ruiz, Assistant Superintendent for Finance
Dora Garcia, Coordinator for Purchasing

Mission Consolidated Independent School District
Purchasing Department

FY2021 Term Contract:	Instructional Material #241-21-0
Awarded To:	<ol style="list-style-type: none"> 1. <u>ACE Educational Supplies</u> 2. <u>Achieve 3000</u> 3. <u>ACP Direct</u> 4. <u>Airgas USA LLC</u> 5. <u>American Ceramic Supply Co</u> 6. <u>Apex Learning Inc.</u> 7. <u>Apperson Inc.</u> 8. <u>Ateneo Booksellers</u> 9. <u>Barnes & Nobles Inc.</u> 10. <u>Benchmark Education</u> 11. <u>Blick Art Materials</u> 12. <u>Booksource</u> 13. <u>Brilliant Education</u> 14. <u>BSN Sports LLC</u> 15. <u>Capstone</u> 16. <u>Carolina Biological Supply Co.</u> 17. <u>Cascade School Supplies</u> 18. <u>Catnip's Word Walls</u> 19. <u>Cengage Learning Inc.</u> 20. <u>Center for the Collaborative Classroom</u> 21. <u>Children's Plus Inc.</u> 22. <u>Classroom Library Company</u> 23. <u>Complete Books & Media Supply LLC</u> 24. <u>Conn Education Inc.</u> 25. <u>Copy Plus</u> 26. <u>Creative Teaching Materials</u> 27. <u>Davis Publication</u> 28. <u>Delaney Educational Enterprises</u> 29. <u>Discount School Supply</u> 30. <u>DreamBox Learning Inc.</u> 31. <u>Dyna Study Inc.</u> 32. <u>ECS Learning Systems, Inc</u> 33. <u>Edgenuity Inc.</u> 34. <u>Fisher Scientific Company LLC</u> 35. <u>Follett School Solutions, Inc</u> 36. <u>Forde-Ferrier LLC</u> 37. <u>Frog Publications Inc</u> 38. <u>Gateway Printing & Office Supply, Inc.</u> 39. <u>Goodheart-Willcox Publisher</u> 40. <u>Hand2Mind Inc.</u> 41. <u>Heinemann</u> 42. <u>High End Advertising</u> 43. <u>Houghton Mifflin Harcourt Publishing Co.</u> 44. <u>Imagination Station Inc. DBA: Istation</u> 45. <u>IXL Learning Inc.</u> 46. <u>KAMICO Instructional Media, Inc.</u>

Mission Consolidated Independent School District
Purchasing Department

47. Kaplan Early Learning Co.
48. Keystone Books and Media
49. Lakeshore Learning Materials
50. LAMAC
51. Learning A-Z, LLC
52. Learning without Tears
53. Lectorum Publications, Inc.
54. Lone Star Learning
55. ~~Mastery Education~~ No extension letter sent
56. Math GPS
57. Math Warm-Ups.com
58. Maxi Aids, Inc.
59. McGraw-Hill School Educations, LLC
60. Mentoring Minds, L.P.
61. MindPlay Inc.
62. MobyMax
63. Mometrix Madia LLC
64. Music in Motion
65. Nasco Education LLC
66. National Educational Systems, Inc.
67. Newmark Learning LLC
68. NWEA
69. Okapi Educational Publishing
70. OverDrive Inc.
71. Perma-Bounds Books
72. Positive Promotions
73. ~~Precision Saw & Tooltex~~ no extension letter sent
74. Prestwick House, Inc.
75. QEP Professional Books
76. QuaverMusic.ocm
77. Rainbow Book Company
78. Rally! Education
79. Ray's Business Products
80. Reading Plus LLC
81. Really Good Stuff
82. Renaissance Learning, Inc.
83. S&S Worldwide
84. Saddleback Educational Inc.
85. Scholastic Library Publishing Inc.
86. School Health Corporation
87. School Specialty, Inc.
88. Science Pilot LLC
89. Shmoop Univeristy Inc.
90. Sirius Education Solutions
91. Stenhouse Publishers
92. Studies Weekly Inc.
93. Teacher Created Materials
94. Teaching Strategies
95. The Graide Network Inc.
96. The Master Teacher
97. The Reading Warehouse
98. The Rosen Publishing Group Inc.
99. TouchMath LLC

Mission Consolidated Independent School District
Purchasing Department

	100. <u>US Games</u> 101. <u>Waterford Research Institute</u> 102. <u>Wieser Educational Inc</u> 103. <u>William H. Sadler Inc.</u> 104. <u>Youthlight Inc.</u>
Term:	One Year
Term Period :	April 2021 – March 2022

SUBJECT: Award Purchase of TEKS Resource System

PRESENTER: Dr. Sharon Roberts, Deputy Superintendent for Curriculum and Instruction

BACKGROUND INFORMATION

A guaranteed and viable curriculum is necessary for all students, but particularly for our struggling students. As pointed out in our Texas Association of School Administrators (TASA) Curriculum Audit in 2018-2019, considering years to parity, some of our students will never catch up with their peers if we do not provide, implement, and monitor a guaranteed and viable curriculum, especially for our struggling students. The fact that it is **guaranteed assures us that specific content is taught** in specific courses and at specific grade levels, regardless of the teacher to whom a student is assigned. The fact that it is **viable indicates that there is enough instructional time** available to actually teach the content identified as important (Dufour and Marzano, 2015).

For the 2020-2021 school year, the district purchased the Texas Curriculum Management Cooperative (TCMPC) TEKS Resource System (TRS) as a tool for content coordinators and curriculum writers to revise the district's curriculum. TRS provides vertical alignment documents, TEKS clarification documents, instructional focus documents, samples of Performance Assessments, Unit Overviews, Enduring Understandings, Concepts, Essential Questions, and rubrics to guide curriculum writing.

The district is once again requesting the purchase of the TEKS Resource System as a tool for our curriculum writing. It saves time and money, while providing additional resources. Only district-level personnel and curriculum writers will have logins to access the TRS site.

Texas Curriculum Management Cooperative (TCMPC) TEKS Resource System (TRS) is part of the Region One Cooperative.

ADMINISTRATIVE CONSIDERATIONS

Using Interlocal Purchasing Coops complies with purchase requirements TEC 44.031 and Local Board Policy requiring an approved purchasing method for contracts valued at \$50,000 or more.

FUNDING SOURCE AND AMOUNT

2021-2022 Budget - Title I: \$62,980 (\$5,040 annual subscription fee; \$5.00 per student)

RECOMMENDATION

Approval of TEKS Resource System

CONTACT PERSON (S)

Dr. Sharon Roberts, Deputy Superintendent for Curriculum and Instruction
Rumalda Ruiz, Assistant Superintendent for Finance
Kim Risica, Executive Director for Special Programs and School Improvement
John Roger Hill, Director for Advanced Academics
Dora Garcia, Coordinator for Purchasing

SUBJECT: Renewal for Student Athletic Accident Insurance

PRESENTER: Rumalda Ruiz, Assistant Superintendent for Finance

BACKGROUND INFORMATION

Mission CISD currently provides a basic excess student athletic insurance for its athletes and UIL participants that renews August 1, 2021. This insurance covers all interscholastic football and all other interscholastic sports activities, for both boys and girls. Coverage includes all sponsored games, scrimmages, and practices and supervised group travel activities. In addition, the insurance provides coverage for all activities under UIL competition (i.e. cheerleading, band, ROTC, FFA, and vocational). Benefits are provided for accidental injuries for which medical treatment by a physician, surgeon, dentist, or registered nurse, hospital services, or X-rays are rendered. The initial treatment must be rendered within 180 days of the accident, and benefits are limited to \$10,000,000 for treatment rendered within 10 years of date of accident. The District is currently paying \$273,998 to provide this insurance.

The student athletic insurance will become the primary insurance carrier when an athlete has no insurance or has coverage with CHIPS or Medicaid. When an athlete has private insurance the student athletic insurance will become the secondary insurance.

ADMINISTRATIVE CONSIDERATIONS

On April 6, 2021, the Texas Insurance Service Center submitted the 2021-2022 renewal for Mission CISD on behalf of National Guardian Life and Zurich American. This would be for the second renewal on the original solicitation. Premium renewal includes a 30% (\$83,580) credit from the base policy for COVID 19.

The 2021-2022 renewal premiums were submitted at a rate pass.

Base Plan:	<i>National Guardian Life</i>
Catastrophic Coverage:	<i>Zurich American</i>
Local Servicing Agent:	<i>Texas Insurance Service Center, Inc.</i>
	<i>The Brokerage Store, Albert Salinas</i>

FUNDING SOURCE AND AMOUNT

General Funds - \$220,268

RECOMMENDATION

Approval of Renewal for Student Athletic Accident Insurance

CONTACT PERSONS

Rumalda Ruiz, Assistant Superintendent for Finance
Sylvia Cruz, Director of Risk Management, Employee Benefits & Insurance
Leticia Ibarra, Director of Athletics
Dora Garcia, Coordinator for Purchasing

SUBJECT: Renew Contract for Telemedicine and Nurse Practitioner Supervision Services #347-20-0

PRESENTER: Rumalda Ruiz, Assistant Superintendent for Finance

BACKGROUND INFORMATION

Our campus nursing staff sees over 74,000 clinic visits per year. In an effort to provide an additional service to our parents and students, the District plans to implement a Telemedicine Services Program in our campus clinics. The program would allow students to be treated by a physician, nurse practitioner or physician assistant right in their campus clinic through a two-way, on-demand video conference. The program expands the level of services offered to our students who may otherwise go untreated.

By offering students medical services during school hours, the Telemedicine Program will save parents/caregivers time as student-patients can return to class once treated. This will also improve student attendance and positively impact student learning.

The medical services to be provided include onsite rapid flu and strep testing, over the counter medications, pain relievers, and treatments for allergic reactions, skin infections, cold treatment, nausea, and wound care.

The visit will be automatically billed to the child's insurance company. A telemedicine visit typically costs the same as a normal trip to the child's pediatrician office. Texas Medicaid plans shall be accepted and most visits for Medicaid covered patients will cost \$0.

ADMINISTRATIVE CONSIDERATIONS

At the January 22, 2020 Regular Board of Trustees Meeting, the Board awarded the Contract for Telemedicine and Nurse Practitioner Supervision Services to Pediatric Urgent Care, PA. The initial term of the contract was from January 22, 2020 through June 1, 2021. The contract has an option to renew the agreement for two additional one-year terms.

The District finds in its best interest to continue offering this program to our students and recommend the renewal of this contract.

FUNDING SOURCE AND AMOUNT

None.

The services are provided at no cost to the District.

RECOMMENDATION

Renew Contract for Telemedicine and Nurse Practitioner Supervision
Services #347-20-0

CONTACT PERSON (S)

Rumalda Ruiz, Assistant Superintendent for Finance
Yesenia Trevino, Coordinator for Health Services
Dora Garcia, Coordinator for Purchasing

SUBJECT: Approval of Budget Amendment for the Month of May 2021

PRESENTER: Rumalda Ruiz, Assistant Superintendent for Finance

BACKGROUND INFORMATION

In accordance with TEA budget and accounting procedures guidelines, the District’s official budget includes the General Fund and Debt Service. The adoption of the budgets associated with these funds, and subsequent amendments, should be approved by the Board of Trustees. The authority to approve a budget or a budget amendment for a grant program, however, lies with the granting agency and not with the District’s Board.

The budget amendments are broken down into the following two categories:

1. Programmatic or policy changes – amendments that are necessary because of policy changes or program revisions that increase/decrease the budget.
2. Adjustment of original estimates – amendments that are necessary because the original amounts required adjustments but do not increase/decrease the budget.

ADMINISTRATIVE CONSIDERATIONS

All requests for budget amendments have been reviewed and are justified for the programmatic or policy changes and adjustments of original estimates.

FUNDING SOURCE AND AMOUNT

\$1,838,655 increase in expenditures budget attributable to the Career and Technical Education and Bilingual Education Programs.

Total General Fund expenditures budget \$182,694,134.

RECOMMENDATION:

Approval of budget amendment as presented.

CONTACT PERSONS

Rumalda Ruiz, Assistant Superintendent for Finance

Mission Consolidated Independent School District
GENERAL FUND
Budget Amendment for the Month of May 2021
Fiscal Year 2020 - 2021

Description	Amended Budget April 14, 2021	May Amendments	Amended Budget May 12, 2021
Audited Beginning Fund Balance	\$ 76,331,591		76,331,591
Revenues:			
5700 - Local	\$ 27,604,245		27,604,245
5800 - State	128,226,929	1,838,655	130,065,584
5900 - Federal	16,344,257		16,344,257
Total Revenues	\$ 172,175,431	\$ 1,838,655	\$ 174,014,086
Expenditures:			
11 Instruction	\$ 90,647,536	\$ 1,002,260	\$ 91,649,796
12 Inst. Res. & Media Services	2,514,248	\$ -	2,514,248
13 Curriculum Dev. & Inst. Staff Dev.	3,332,145	\$ (5,853)	3,326,292
21 Inst. Leadership	2,472,555	\$ 100,000	2,572,555
23 School Leadership	9,725,032	\$ 62,248	9,787,280
31 Guid., Counseling & Eval. Ser.	5,729,699	\$ 200,000	5,929,699
32 Social Work Services	603,119	\$ -	603,119
33 Health Services	1,688,003	\$ 300,000	1,988,003
34 Student (Pupil) Trans.	4,649,631	\$ -	4,649,631
35 Food Services	13,877,053	\$ 50,400	13,927,453
36 Curricular/Extracurricular Act.	7,033,792	\$ (367,929)	6,665,863
41 General Administration	5,407,752	\$ -	5,407,752
51 Plant Maint. & Operations	20,854,846	\$ 222,600	21,077,446
52 Security and Monitoring Serv.	2,780,084	\$ 330,000	3,110,084
53 Data Processing Services	3,242,416	\$ 94,929	3,337,345
61 Community Services	288,057	\$ (150,000)	138,057
71 Debt Service	1,031,520	\$ -	1,031,520
81 Fac. Acquisition & Const.	4,599,901	\$ -	4,599,901
95 Pmt. to Juv. Justice Alt. Ed. Prg.	20,000	\$ -	20,000
99 Other Intergovernmental Charges	358,090	\$ -	358,090
Total Expenditures	\$ 180,855,479	\$ 1,838,655	\$ 182,694,134
7900 - Other Sources	\$ 15,627,924		\$ 15,627,924
8900 - Other Uses	\$ (15,727,793)		(15,727,793)
Total Other Financing Sources & (Uses)	\$ (99,869)	\$ -	\$ (99,869)
Un-Audited Ending Fund Balance	\$ 67,551,674	\$ -	\$ 67,551,674

SUBJECT: Approval of Donations

PRESENTER: Rumalda Ruiz, Assistant Superintendent for Finance

BACKGROUND INFORMATION

In accordance with Board Policy CDC (Legal), all bequest of property for the benefit of the public schools shall, when not otherwise directed by the grantor, vest the property in the Board. Funds or other property donated, or the income therefrom, may be expended:

1. For any purpose designated by the donor that is in keeping with the lawful purposes of the schools that are to benefit from the donation; or
2. For any legal purpose if the donor designated no specific purpose.

The district receives donations from various sources throughout the school year. The majority of donations are given to the student activity funds to be used for student travel and awards. Some donations are in cash and some are non-cash, such as equipment, food, and services.

AMINISTRATION CONSIDERATION

Total donations received were \$350.00. These donations benefit our students.

FUNDING SOURCE AND AMOUNT

N/A

RECOMMENDATION:

Approval of donations.

CONTACT PERSON (S)

Rumalda Ruiz, Assistant Superintendent for Finance
Anna Zuniga, CPA, Director for Finance
Rosalinda Rodriguez, Accountant

Mission Consolidated Independent School District
 Donations through April 2021

Date	Campus / Scholarship	Cash	Non-Cash	Donor	Purpose
04/09/21	Bryan Elementary	250.00		Komplex Electric, Inc.	Donation to place library circles in the classrooms.
04/22/21	Mission High School	100.00		Andres Alcantar	Donation for MHS FFA to be used for FFA activities.
	Total donations	\$ 350.00	\$ -		

SUBJECT: Consideration and Adoption of changes to Board Policy
BE(LOCAL)- Board Meetings.

PRESENTER: Lorena Garcia, Deputy Superintendent for Support Services

BACKGROUND INFORMATION

Board policy BE(LOCAL) addresses many aspects of Board meetings, including what time they are usually held.

ADMINISTRATIVE CONSIDERATIONS

During the March 2021 Board of Trustees meeting, the Trustees indicated the desire to change the time for regular meetings of the Board from 7:00 p.m. to 6:30 p.m. As this is specified in policy BE(LOCAL) changes need to be made to reflect the new meeting time in this policy. This is being brought forward for consideration and adoption.

FUNDING SOURCE AND AMOUNT

N/A

RECOMMENDATION

Consideration and Adoption of changes to Board Policy
BE(LOCAL)- Board Meetings.

CONTACT PERSON (S)

Lorena Garcia, Deputy Superintendent for Support Services
Craig Verley, Director of Public Relations and Marketing

BOARD MEETINGS

BE
(LOCAL)

Meeting Place and Time

The notice for a Board meeting shall reflect the date, time, and location of the meeting.

Regular Meetings

Regular meetings of the Board shall normally be held on the second Wednesday of each month at ~~6:30 p.m. 7:00 p.m.~~ When determined necessary and for the convenience of Board members, the Board President may change the date, time, or location of a regular meeting with proper notice.

Special or Emergency Meetings

The Board President shall call special meetings at the Board President's discretion or on request by two members of the Board.

The Board President shall call an emergency meeting when it is determined by the Board President, the Board Vice President, or any other two members of the Board that an emergency or urgent public necessity, as defined by law, warrants the meeting.

Agenda

Deadline

The deadline for submitting items for inclusion on the agenda is the fifth calendar day before regular meetings and the third calendar day before special meetings.

Preparation

In consultation with the Board President, the Superintendent shall prepare the agenda for all Board meetings. The Superintendent shall include on the preliminary agenda of the meeting all topics that have been timely submitted in writing by at least two Board members.

Before the official agenda is finalized for any meeting, the Superintendent shall consult the Board President to ensure that the agenda and the topics included meet with the Board President's approval. In reviewing the preliminary agenda, the Board President shall ensure that any topics the Board or at least two Board members have requested to be addressed are either on that agenda or scheduled for deliberation at an appropriate time in the near future. The Board President shall not have authority to remove from the agenda a subject requested by at least two Board members without specific authorization from those Board members.

Notice to Members

Members of the Board shall be given notice of regular and special meetings at least 72 hours prior to the scheduled time of the meeting and at least one hour prior to the time of an emergency meeting.

Closed Meeting

Notice of all meetings shall provide for the possibility of a closed meeting during an open meeting, in accordance with law.

The Board may conduct a closed meeting when the agenda subject is one that may properly be discussed in closed meeting. [See BEC]

Order of Business The order of business for regular Board meetings shall be as set out in the agenda accompanying the notice of the meeting. At the meeting, the order in which posted agenda items are taken may be changed by consensus of Board members.

Rules of Order The Board shall observe the parliamentary procedures as found in *Robert's Rules of Order, Newly Revised*, except as otherwise provided in Board procedural rules or by law. Procedural rules may be suspended at any Board meeting by majority vote of the members present.

Voting Voting shall be by voice vote or show of hands, as directed by the Board President. Any member may abstain from voting, and a member's vote or failure to vote shall be recorded upon that member's request. [See BDAA(LOCAL) for the Board President's voting rights]

Consent Agenda When the agenda is prepared, the Board President shall determine items, if any, that qualify to be placed on the consent agenda. A consent agenda shall include items of a routine and/or recurring nature grouped together under one action item. For each item listed as part of a consent agenda, the Board shall be furnished with background material. All such items shall be acted upon by one vote without separate discussion, unless a Board member requests that an item be withdrawn for individual consideration. The remaining items shall be adopted under a single motion and vote.

Minutes Board action shall be carefully recorded by the Board Secretary or clerk; when approved, these minutes shall serve as the legal record of official Board actions. The written minutes of all meetings shall be approved by vote of the Board and signed by the Board President and the Board Secretary.

The official minutes of the Board shall be retained on file in the office of the Superintendent and shall be available for examination during regular office hours.

Discussions and Limitation Discussions shall be addressed to the Board President and then the entire membership. Discussion shall be directed solely to the business currently under deliberation, and the Board President shall halt discussion that does not apply to the business before the Board.

The Board President shall also halt discussion if the Board has agreed to a time limitation for discussion of an item, and that time limit has expired. Aside from these limitations, the Board President shall not interfere with debate so long as members wish to address themselves to an item under consideration.

SUBJECT: Recommendation of the New Employment Position through Repurposing of Vacancies
(a) Coordinator for Project & Energy Management

PRESENTER: Lorena Garcia, Deputy Superintendent for Support Services

BACKGROUND INFORMATION

For the 2006 and 2008 bond programs our district developed a position for project manager to assist with the management of the projects. This position assisted in directing, coordinating, scheduling and managing overall facilities planning along with project over-sight. Due to the many construction projects during both bonds and all the additional projects afterwards this position was highly needed to protect the districts best interest in construction and renovation of our facilities. In 2018 this position became vacant by attrition and was not filled. These duties and responsibilities were then being conducted by the Maintenance Director and the Assistant Superintendent for Operations due to the few projects in progress.

Currently the district has nineteen (19) construction and renovation projects on-going from the Tom Landry Stadium repairs to new roofing to new chillers to completing projects such as the scoreboard. In addition, the district has sixteen (16) current projects on the consideration and approval list.

In order to properly and adequately manage projects successfully it takes much time from the beginning idea stages, throughout and until the warranty period is over. These projects whether small or large takes the same time, effort and systematic process. Continuous meetings with staff, the contractors, architects, engineers, project over-sight, administrative paperwork, etc. the work needed is extensive. Systems, processes and consistency is required to ensure projects are managed effectively and efficiently.

In addition to and incorporated into the Project Manager duties we are proposing adding energy management duties and responsibilities. Some districts do have an energy manager position, however, Mission CISD does not. We know that being energy efficient is a huge cost savings and there are so many things we can do to reduce expenditures in that area yearly. Upon reviewing new construction projects and renovations these duties will compliment each other. Our recommendation is that we can combine these two job duties and the efforts of a successful energy management program will pay for the salary, basically be self-funded.

Our recommendation on funding for this position is to re-purpose the Assistant Coordinator for Maintenance and re-purpose the position of the vacant maintenance small engine mechanic. The Asst. Coordinator is currently at the Pay Grade 1 of the Administrative Professional Salary Schedule and the small engine mechanic is a Grade 5 in the Auxiliary Salary Schedule.

ADMINISTRATIVE CONSIDERATIONS

Administration is recommending one new employment position for a Coordinator for Project & Energy Management.

The position of Coordinator for Project & Energy Management is proposed for placement on the Administrative Professional Salary Schedule AP04, \$305.66 minimum daily rate (\$69,079.16), 226 calendar days. Please see attachment for job description.

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FUNDING SOURCE/AND AMOUNT

Administration is recommending to close the following two vacancies through attrition:

- Vacancy – Maintenance Assistant Coordinator \$83,817.50
 - Vacancy – Maintenance Small Engine Mechanic \$39,609.02
- Total estimated salaries \$123,426.52

The funding source is the General Fund, by repurposing savings from closing the two vacancies noted above.

RECOMMENDATION

That the Board of Trustees approve new employment of one (1) Coordinator for Project & Energy Management.

CONTACT PERSON(S)

Lorena Garcia, Deputy Superintendent for Support Services

Joel Garcia, Executive Director for Technology, Information Systems and Construction

Ricardo Rivera, Assistant Superintendent for Operations

Elisa Pacheco, Director for Human Resource



Office of Human Resources

JOB DESCRIPTION

Job Title:	Coordinator – Project & Energy Management	Wage/Hour Status:	Exempt
Reports to:	Executive Director for Technology, Information Systems & Facilities Operations	Pay Grade:	AM-04
Dept./School:	Operations Department	Length of Work Year:	226
Funding:		Date Revised:	05/05/2021

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PRIMARY PURPOSE:

To assist in directing and managing the facility planning affairs of the Mission Consolidated Independent School District efficiently and to the ultimate benefit of each individual student enrolled. To assist in the coordination of overall facilities planning, and scheduling of construction and renovation projects for all district facilities. Plan, organize, coordinate and implement an energy management program to ensure the comfort, health and safety of students and staff.

QUALIFICATIONS:

Education/Certification:

1. Associates Degree in Construction related field or a Bachelor's Degree from an accredited university or college (5 years of experience in construction related field may be substituted for degree requirement)
2. Degree in architectural, engineering, business or construction related field preferred
3. Must have a clear driving record
4. Certification/License in a Construction Field preferred
5. Must have and maintain a valid Texas Drivers License and be insurable

Experience:

1. Minimum three (3) years of experience in a construction field
2. Must have an architectural, engineering, construction, energy management and/or facilities maintenance experience

Special Knowledge/Skills:

1. Knowledge of basic principles of architecture and construction
2. Knowledgeable in state handicap accessibility standards, building codes, and construction standards
3. Computer literate with emphasis on Microsoft Office – Word, Excel, Power Point.
4. Knowledge of constructability and compatibility of building materials
5. Ability to interpret field notes, sketches, plans or specifications; to check drawings, computations, cost estimates, design details, or specifications for accuracy; Blue prints and schematics
6. Ability to manage budgets for construction projects
7. Good writing skills

8. Strong organizational, communication and interpersonal skills
9. Must be self-motivated and have the ability to take direction from others
10. Knowledge of energy management program development
11. Knowledge of HVAC and lighting systems
12. Ability to analyze and interpret data

MAJOR RESPONSIBILITIES AND DUTIES:

1. Oversee construction projects from beginning to end as the Owner's (District) representative.
2. Manage construction budgets and estimate costs.
3. Responsible to coordinate meetings with architects, engineers, contractors, and vendors to discuss construction projects.
4. Collaborate with contractors, engineers, architects and key team members of the project team.
5. Reviews drawings, plans and specification made by the consultants and verify information with existing conditions when required.
6. Monitors of all construction projects and keep construction projects to ascertain that high standards of workmanship, cleanliness, safety and security are maintained.
7. Assists in developing projected 5-Year Capital Improvements Projects for consideration by District.
8. Assists in developing long and short-range objectives and goals for the Facilities Planning & Construction Departments
9. Assist in the procurement process with the Purchasing Department for bids and quotes for construction projects.
10. Keep all stakeholders aware of the progress on projects and prepare progress reports regularly using various software programs.
11. Assists in providing documentation or backup for reports requested by Superintendent and Board of Trustees.
12. Inspects construction, remodeling, and renovation sites to ensure the finished project will be in compliance with safety standards; inspects work activities and areas to identify hazards and recommends appropriate corrective action.
13. Plan, organize and administer the energy conservation program to achieve the energy conservation goals set by the district and applicable state laws, by actively engaging the participation of all district employees in a district-wide energy conservation effort.
14. Monitor all facility utility bills and resolves anomalies in order to recapture overcharges by utility companies
15. Perform facility management control system scheduling for normal school day, after hours and off-day activities.
16. Perform routine inspections and energy audits of each facility during and after school hours to ensure each facility is operating efficiently and in compliance with the overall program.
17. Make technical presentations on energy conservation to Principals, faculty, staff, students, etc. in support of the district's energy management program.
18. Make technical presentations to the Board of Trustees, Superintendent, and/or the Executive Leadership Team on the status of the District's energy management program and policies as directed.
19. Works outside of regular assigned work schedule that may involve night and/or weekend duty as requested.
20. Demonstrates loyalty within a team approach to District initiatives.
21. Ensure vehicles, equipment, and tool boxes are locked and secure at all times while vehicle is left unattended.
22. Performs all duties in a safe manner to avoid injury to oneself and/or others.
23. Performs other duties assigned.

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SUPERVISORY RESPONSIBILITIES:

None

EQUIPMENT USED:

Office equipment and tools:

Personal computer, printer, calculator, multi-line phone system, copier, fax machine, plotter, digital camera

Shop equipment and tools:

Ladder, small hand tools (tape measure, screwdrivers, pliers, crimpers, wire cutters, etc.)

WORKING CONDITIONS:

Mental Demands:

Ability to concentrate, communicate effectively (verbal and written), interpret, reason, read, compute, instruct and maintain emotional control under stress; ability to handle several projects at the same time with frequent interruptions

Physical Demands/Environmental Factors:

Prolonged and irregular hours; frequent district-wide and occasional state or national travel

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The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

Employee's Signature: _____ Date _____

Supervisor's Signature: _____ Date _____

The Mission Consolidated Independent School District does not discriminate against any employee or applicant for employment because of race, color, gender, age, national origin, disability, military status, or on any other basis prohibited by law.

SUBJECT: Consideration and Possible Approval of Stipend for Instructional and or Support Staff Selected for Summer Programs **In-Person with Students**

PRESENTER: Lorena Garcia, Assistant Superintendent for Human Resources and Student Services

BACKGROUND INFORMATION

Each summer, the district offers academic summer programs for the purpose of acceleration and/or remediation for grades Pre-K through 12 to students meeting district criteria. For the 20-21 summer, the district has opted to offer the opportunity to Pre-K/Kinder ELs, as required by statute, and all students in grades 1-12 to address the learning gaps created by the COVID 19 pandemic. In order to recruit highly effective staff **for the 2021 Program**, the district is requesting to provide a stipend in addition to the current hourly pay approved in the 20-21 Compensation Plan on June 24, 2020. Proposed Stipends Are:

*Elementary, Jr. High & EOC Program Professionals	\$500.00
*Elementary, Jr. High & EOC Program Non-Professionals	\$250.00
**High School Summer/Credit Recovery Professionals	\$750.00
**High School Summer/Credit Recovery Non-Professionals	\$375.00

*Elementary, Jr. High & EOC are half-day programs
**High School Summer/Credit Recovery is a full day program

ADMINISTRATIVE CONSIDERATIONS

Administration is recommending consideration and possible approval of the above-recommended stipend amounts for Instructional and or Support Staff Selected for Summer Programs In-Person with Students.

FUNDING SOURCE/AND AMOUNT

The funding source recommended is State and Federal funds as per the appropriate program.

RECOMMENDATION

That the Board of Trustees discuss and consider and approving stipend amounts for Instructional and or Support Staff Selected for Summer Programs In-Person with Students.

CONTACT PERSON(S)

Lorena Garcia, Deputy Supt. for Support Services
Dr. Sharon Roberts Deputy Superintendent for Curriculum and Instruction
Kim Risica, Executive Director for Special Programs & School Improvement



Mission Consolidated Independent School District

- 1201 Bryce Drive • Mission, Texas 78572
- Telephone (956) 323-5505 • Fax (956) 323-5634
- Website: www.mcisd.net

Board of Trustees Minutes

The Board of Trustees of the Mission Consolidated Independent School District held a Regular Meeting on Wednesday, April 14, 2021, scheduled at 6:30 PM in the by Video Conference or Telephone Call.

In accordance with Governor Abbott's declaration of the COVID-19 public health threat and action to temporarily suspend certain provisions of the Texas Open Meetings Act, a quorum of the District's Board of Trustees will hold its regular Board meeting by videoconference or teleconference. The public will have the option to attend and participate in the meeting remotely by videoconference or by teleconference.

I. Call to Order and Establish Quorum

President Minnie R. Rodgers called the meeting to order at 6:35 p.m. The meeting was properly posted; a quorum was present. Board members present besides Ms. Rodgers were Juan M. Gonzalez, Veronica R. Mendoza, Petra B. Ramirez, Jerry Zamora, Roy Vela, and Dr. Carol G. Perez, superintendent of Schools. Ms. Iris Iglesias was absent.

II. Pledge of Allegiance and Moment of Silence

1. U. S. Flag and Texas Flag

Ms. Rodgers led in the Pledge of Allegiance and she also asked for a Moment of Silence.

III. Comments from the Public

Mr. Jesus Mendoza addressed the Board to give an update on electro-hyper sensitivity and the how it affects the human body. Mr. Mendoza had addressed the Board at a previous meeting regarding this subject.

IV. Public Comment(s) on Specific Agenda Item(s)

V. Superintendent's Updates and Recognitions

Dr. Perez informed the Board on the following:

Department for Information Systems and PEIMS--Jorge Cavazos, director, and Ruben Lopez, coordinator, the Department were recognized for receiving the National Excellence Award for 2020-2021 from Tyler Technologies. Tyler is the system that Mission CISD, through this Department, uses to gather the District's information from everything from business to student data. This Department utilized the Tyler's software in a very sophisticated manner during the pandemic to develop surveys, and send information to parents and students regarding meals, registrations, etc. Mr. Cavazos and Mr. Lopez displayed the beautiful trophy that Tyler Technologies sent them. The Department also received four free registrations, which would cost the Department \$600 per registration, for the National Users Group Conference which will be virtual this year.

Licensed Professional Counselors—Lorena Garcia, deputy superintendent for the Division of Student Services, and Jesse Treviño, director for Counseling, have scheduled a First Annual Mission CISD Mental Health Awareness Conference for parents for May 8, 2021. The title is Tools and Tips for Families. This will be a virtual meeting both in English and Spanish with a variety of pertinent topics presented. Christopher Cantu, LPC, will be participating and will be notifying the parents of students of the District to participate. Their goal is to hold 2 conferences per year.

Dr. Perez informed the Board that the District will receive a COVID-19 Student Support Recovery Grant from the School-Based Healthcare Solutions Network (SBHSN). SBHSN is a private foundation that is sponsoring a number of licensed professional counselors (LPCs).

Ten Mission CISD schools qualified for the grant benefits that will provide for a fully-funded mental health professional (referred to as a transitional coach) for each campus and up to \$5,000 for resources for the next five years at each of the ten schools (up to \$250,000 total over 5 years). This grant will help the District support the needs of more students in not just coping with their issues, but to help them become more resilient.

These mental health professionals are currently working on the implementation plan with several goals in mind that include not just meeting immediate mental health supports, but to also help ensure students to succeed in the long-term academically, socially, and emotionally.

Apparently, there are only two school districts that received this grant in Texas. Mission CISD is the only one in the Rio Grande Valley. They have provided this type of grant throughout the nation and they are probably going to be awarding a third one in Texas. They get private donations that is how they are making it available to us. We will be having it for the next five years.

Dr. Perez informed the Board and the community there little over 20% of the District's students attending in person instruction. At the beginning there were only 2 or 3% students attending. She reminded the parents and the community that the children are in a very healthy and safe environment. The classrooms, buildings, and offices are sanitized every evening with the EMist360 Clorox and that formula gets into the nooks and crannies, disinfects, and continues disinfecting for 24 hours.

However, if the children go to PE or they are participating in different activities, sometimes the classrooms are disinfected again. The custodians are constantly cleaning restrooms, areas that are constantly touched in the classrooms, plenty of lavatories for students to wash their hands, and hand sanitizers. Also each classroom has desk shields, and mask. The students are well trained. As parents, students, staff, and visitors go into the buildings, they are given temperature checks. So no one with a fever will go into any District facility if the temperature check indicates an abnormal temperature. Hand sanitizer are readily available at the entrance of the facilities. The three 3Ws, wear a mask, wash your hands, and watch your distance, are constantly practiced. This is going above and beyond from what the Center for Disease Control recommends and what TEA recommends.

Dr. Perez stated that the District is ready to begin implementing, District wide, an animal-assisted therapy program called Project Animal Program, PAP. She introduced Ana Parra, LPC at Mission High School, and Mr. Cantu, LPC at Veterans Memorial High School, who informed the Board that this program will be provided for students, teachers, and staff to help reduce or alleviate symptoms of stress, tension, anxiety, depression, and PTSD. The project will be utilized as a supplementary form of treatment. Treatments that have already been utilized by District therapists include individual therapy, group therapy, different types of trainings, and presentations for the students.

Animal-assisted therapy is a therapeutic intervention that incorporates animals into a treatment plan. In this case, dogs will be used but there are many different types of animals that can be included. This is useful with individuals or groups. Animals can provide a sense of calm, comfort, or even safety. They can divert attention away from a stressful situation and toward one that provides more pleasure. There has been a lot of research on this topic. The findings are that there are a lot of positive outcomes and overall improved emotional wellbeing in those suffering from an array of mental conditions when they partner with an animal for treatment.

How will the program be implemented? This program is modeled after the program developed at Round Rock ISD. However, unlike that program, the District's program will not be run by the Police Department or a behavioral analyst. Instead dog handlers that are certified through a non-profit agency called Pet Partners will be used. They will be overseen by the District LPCs. The first sessions can begin as early as this April or May of this school year. At least four sessions will be done by the end of the school year. Hopefully, it will be targeting elementary schools and possibly the junior highs. Mr. Cantu said they want to utilize the Pet Partners for the high schools as well. Sessions will include small groups of students participating in a scheduled event such as some type of presentation or reading event or activity.

Ana Parra, a staff member at Mission High School, who has gone through all the necessary training and modules is just pending her evaluation of her animal. She has her own pet that has been working towards the certification and so she needs that evaluation. There will be a scheduled up-coming training sessions which staff can attend through zoom.

During this pandemic, Ms. Parra saw the need to foster a pet. We adopted a golden retriever mix husky to kind of assist during this time. My daughter has Asperger's Syndrome (ASD) we saw that utilizing a pet in this case a golden retriever named Cody that would keep her calm and would also provide support for her. It has been a very, very personal process.

Dr. Perez thanked Mr. Cantu and Ms. Cantu for the job that they are doing and providing the best care not only to the District's children and parents but to the community as well. She suggested that maybe be some kind of CTE class could be started in Animal Science where student could learn something like this.

VI. Discussion and Possible Action

Mrs. Rumalda Ruiz, assistant superintendent for Finance, reported that the following bids were discussed at the recent Board workshop by Dr. Sharon Roberts, deputy superintendent for Curriculum and Instruction. Administration recommended approval of these items.

1. Approval of Bids, Proposals, and Purchases of \$50,000 and Over

a. Award Purchase of Electronic Translators #241-21-8

This items will be purchased from Sourcnext, Inc. through State Bilingual Funds for an estimated amount of \$48,980 for 620 devices. These translators will be given to the campuses to be readily available to check out. Each elementary school will receive 30, 60 for junior high schools and 100 for each high school. Parents will be welcomed to take them home. They can be checked out for the school year or as needed.

b. Award Purchase of Bilingual/ESL Program Evaluations #241-21-9

A committee composed of several administrators and campus representation recommended that purchase be awarded to the Center for Applied Linguistics through State Bilingual Funds for an estimated amount of \$67,718.

All school districts required to conduct a bilingual education or English as a second language (ESL) program shall conduct an annual evaluation in accordance with Texas Education Code (TEC), §29.053, collecting a full range of data to determine program effectiveness to ensure student academic success.

c. Award Purchase of Desktop Computers

Desktop computer stations will be purchased for replacement of student 9010 and 9020 models at applicable elementary schools, junior high schools, and high schools. This includes Roosevelt and Options Academy. These models are more than 6 years old. Inventory records indicate the need for 730 replacements. This will be the second purchase to continue replacing obsolete equipment.

The recommendation was that these items be purchased from Dell Technologies through State Compensatory Funds for an estimated amount of \$646,966.20

d. Award Purchase of Tablet Devices

The recommendation was that these items be purchased from Apple, Inc. through State Bilingual funds for estimated amount of \$402,840.

A motion was made by Mr. Zamora that the Board approve Items VI. 1.a, b, c, and d. as presented by Mrs. Ruiz. Motion seconded by Mr. Gonzalez. Motion passed unanimously. 6-0

2. Consideration and Approval to Accept Administration's Rankings and Enter into Negotiations in the Order of Rankings for the for the On-Call Architectural Design, Material Testing, Laboratory Analysis/Geo-Technical Investigation/Environmental Services, Mechanical, Electrical, Plumbing (MEP) Engineering Professional Services

Mr. Ricardo Rivera, assistant superintendent for Operations, reported that the highest ranking firms for architectural design and services was PBK Architects; the highest ranked firm for materials testing was Raba Kistner; the highest firm for MEP was DBR Engineering. The recommendation was for approval of the Administration's ranking and to enter into negotiations.

Motion made by Mr. Zamora that the Board approve the following highest ranking firms: Architectural Design and Services – PBK Architects; Materials Testing – Raba Kistner; and MEP was DBR Engineering. Motion seconded by Mrs. Ramirez. Motion passed unanimously. Vote 6-0

3. Consideration and Approval to Accept the Best and Final Offer (BAFO), Enter into Contract for the On-Call Structural Engineering, and Civil Engineering Professional Services

Administration recommended approval Javier Hinojosa Civil Engineering for the on-call civil engineering and the firm for structural engineering will be Chanin Structural Engineering. Also, to accept their best and final offers.

Motion made by Ms. Mendoza that the Board approve Javier Hinojosa Civil Engineering and Chanin Structural Engineering and to accept their best and final offers. Motion seconded by Mrs. Ramirez. Vote 6-0

4. Consideration and Approval for Change Order (CO) #1 for Delay Days for the Tom Landry Stadium Scoreboard Project

Administration recommended approval of Change Order #1 for fourteen (14) delay days.

Motion made by Mrs. Mendoza that the Board approve Change Order (CO) for fourteen (14) delay days for the Tom Landry Stadium Scoreboard Project. Motion seconded by Mr. Gonzalez. Vote 6-0

5. Consideration and Approval to Accept Administration's Rankings and Enter into Negotiations in the Order of Ranking for the Mims Elementary Marquee Project

The vendors submitting bids were: 1. AAA Electrical Signs – 99 points; 2. United Signs LLC – 85 points; 3. Golf Coast Sign Company – 77; 4. Golden Rule Signs – 77 points; and 5. Comet Signs – 64 points.

Administration recommended entering into discussion with the highest ranking vendor, AAA Electrical Signs.

Motion made by Mrs. Ramirez that the Board approve accepting Administration’s rankings and to enter into negotiations with the highest ranking vendor, AAA Electrical Signs. Motion seconded by Mrs. Mendoza. Motion passed unanimously. Vote 6-0

6. Consideration and Possible Action Regarding Roosevelt Auditorium Project

At the Board Workshop of April 7, 202, Hinojosa Structural Engineering presented the assessment for Roosevelt Auditorium. He presented two options: Option #1 was to consider demolition of the entire structure, removal of debris and leveling of the site to natural ground at an estimated cost of \$175,000.00; Option #2 was be to consider making needed repairs to correct these deficiencies and failures to include roof replacement, ceiling, floor, electrical, plumbing, A/C, restrooms, seating and rehabilitation of foundation and walls at an estimated cost of \$1,500,000.00. Administration needed Board approval on either of the two options presented.

Mr. Rivera also advised the Board that some of this building was designated as a historical building by the National Register of Historic Places.

Mr. David Hansen, the District’s legal counsel, stated that the process was to fill out an application. A design professional will have to be hired whether it be to demolish or renovate it. The design professional will have to do the plan for it. The District will have to file an application with the Texas Historical Commission. It will have sixty days to consider what action it will take with regard to the site. Once a decision is made it is entirely possible but not likely that the Historical Commission would block the District’s action. This would be the beginning of the process.

At the April 7 Workshop this item was discussed and the Board discussed demolishing the building to be able to use the space for a parking lot and adding some kind of a monument as reminder of its existence.

Motion made by Ms. Mendoza that the Board approve demolishing the Roosevelt Auditorium and a building a monument. Motion seconded by Mr. Vela. Motion passed unanimously. Vote 6-0

7. Annual Compliance Announcement of Board of Trustees' Continuing Education Credit (CEC) Hours

Under State Board of Education Rule, completing required continuing education each year of service is a basic obligation and expectation of any sitting board member. Also, each Board member has received a copy of the Framework for School Board Development. As Board President, Ms. Rodgers was required to announce the name of each member who has completed the required continuing education; has exceeded the required continuing education; and is deficient in meeting the required continuing education. All Board members completed the required continuing education and exceeded the required continuing education as stated below.

Open Meetings Act

Juan M. Gonzalez, Iris Iglesias, Roy Vela

Public Information Act

Juan M. Gonzalez, Iris Iglesias, Roy Vela

Local District Orientation

The following first-year board members have completed the local district orientation training:

Juan M. Gonzalez, Iris Iglesias, Veronica R. Mendoza, Petra B. Ramirez, Roy Vela, Jerry Zamora, and myself, Minnie R. Rodgers

Orientation to the Texas Education Code

The following first-year board members have completed the local district orientation training:
Juan M. Gonzalez, Iris Iglesias, and Roy Vela

Post-Legislative Update to the Texas Education Code

Not Applicable this Year

Team Building

The following board members have completed the annual Team-Building training:
Juan M. Gonzalez, Iris Iglesias, Veronica R. Mendoza, Petra B. Ramirez, Roy Vela, Jerry Zamora, and myself, Minnie R. Rodgers

Additional Continuing Education

The following board members have completed the additional continuing education requirements.
Juan M. Gonzalez, Iris Iglesias, Veronica R. Mendoza, Petra B. Ramirez, Roy Vela, Jerry Zamora, and myself, Minnie R. Rodgers

Evaluating Student Academic Performance and Setting Goals --HB 1566

The following board members have completed the additional continuing education requirements.
Juan M. Gonzalez, Iris Iglesias, Veronica R. Mendoza, Petra B. Ramirez, Roy Vela, Jerry Zamora, and myself, Minnie R. Rodgers

Identifying and Reporting Abuse, Trafficking, and Other Maltreatment of Children

The following board members have completed the additional continuing education requirements.
Juan M. Gonzalez, Iris Iglesias, Veronica R. Mendoza, Petra B. Ramirez, Roy Vela, Jerry Zamora, and myself, Minnie R. Rodgers

Cybersecurity Awareness Training

The following board members have completed the additional continuing education requirements.
Juan M. Gonzalez, Iris Iglesias, Petra B. Ramirez, Roy Vela, Jerry Zamora, and myself, Minnie R. Rodgers

Exceeding Required Continuing Education

- Board Member: Juan M. Gonzalez exceeded the required amount of continuing education training by 11.25 additional hours.
- Board Member: Iris Iglesias exceeded the required amount of continuing education training by 13.50 additional hours.
- Board Member: Veronica R. Mendoza exceeded the required amount of continuing education training by 9.25 additional hours.
- Board Member: Petra B. Ramirez exceeded the required amount of continuing education training by 12.50 additional hours.
- Board Member: Minnie R. Rodgers exceeded the required amount of continuing education training by 19.25 additional hours.
- Board Member: Roy Vela exceeded the required amount of continuing education training by 19.00 additional hours.
- Board Member: Jerry Zamora exceeded the required amount of continuing education training by 6.00 additional hours.

8. Approval of Recommendation and Approval of the Selection for:

- a. **Coordinator for Child Nutrition Program**
- b. **Special Education Speech Language Pathologist**
- c. **Special Education Transition Specialist**
- d. **Mission Junior High School Counselor**

Ms. Lorena Garcia, deputy superintendent for Support Services, requested that this item be taken to Executive session for discussion.

9. Recommendation of the New Employment Position through Repurposing of Vacancies:
a. Information Security Analyst

Motion made by Mr. Zamora that the Board approve the new employment position through repurposing of vacancies: Information Security Analyst. Motion seconded by Mr. Gonzalez. Motion passed unanimously. Vote 6-0

10. Approval to Extend District's Legal Services Contract

Ms. Garcia requested that this item be taken to Executive Session for discussion. However, Mr. Hansen interjected stating that legal services contract would not be able to be discussed in Executive Session because it would not fall within a Personnel Exception and this item should be treated as any other vendor.

Motion made by Mrs. Mendoza that the Board approve extending the District's Legal Services Contract with Eichelbaum Wardell Hansen Powell & Muñoz, P.C. for two (2) years. Motion seconded by Mr. Zamora.

Mrs. Ramirez stated that she wanted for the District to go into a 3-year contract with this firm because there was a big possibility that the District will go into some lengthy litigations in the near future. She stated that her first year as a Board member, the District was in a huge case that was being litigated and took a lot of time to resolve. Mr. Hansen's office has done a tremendous job in representing the District for the last 20 years. She felt that two years was not enough for the litigation that the District will be experiencing. He is the one that knows the history of the District especially in the construction area. Mrs. Ramirez said that she felt that now was not the time 'to be changing horses in the middle of the river'. The 3 years would give him and his firm some lead way on a case.

Mrs. Mendoza responded that, if that was the case, in two years the contract can always be extended.

Mrs. Ramirez said she agreed to a certain extent but next year will be a political year and 'things don't always bounce with the same bounce'. When it is a political year, things might change. Mrs. Ramirez thought that, in the best interest of the District, the 3 years would be better than the 2 years that Mrs. Mendoza proposed.

Mr. Vela added that he agreed with Mrs. Ramirez because of possible up-coming litigation that might be lengthy. Politics will be politics but the legal services that Mr. Hansen is currently providing and has provided for years is the fact that he doesn't take sides, and has the District at heart, first and foremost.

Mr. Zamora said that Mr. Hansen's productivity was not in question but it was just the amount of time that the contract would be extended.

After the discussion, a vote was taken to extend the Legal Services Contract for 2 years. Voting for the motion: Mr. Zamora and Mrs. Mendoza. Voting against the motion were: Mrs. Ramirez, Mr. Gonzalez, Mr. Vela, and Ms. Rodgers. Motion did not pass. Vote 2 for -4 against

Motion made by Mr. Gonzalez that the Board approve extending the District's Legal Services Contract with Eichelbaum Wardell Hansen Powell & Muñoz, P.C. for three (3)-years. Motion seconded by Mr. Vela. Motion passed. Voting for the motion were: Mr. Zamora, Mrs. Ramirez, Mr. Gonzalez, Mr. Vela, and Ms. Rodgers. Voting against the motion was Mrs. Mendoza. Vote 5 for-1 against

11. Consideration of Level III Grievance Pursuant to DGBA (LOCAL)

Ms. Garcia said this grievance was submitted in writing as an informational item to the Board. She recommended that the Board review these documents in Executive Session. Item taken to Executive Session for legal counsel.

VII. Items to Consider: The Board will consider and may act on the following items under a CONSENT AGENDA. Any Trustee may request the removal of an item from the CONSENT AGENDA for individual consideration and action.

Motion made by Mr. Zamora that the Board approve Item VII Consent Agenda Items 1 through 9.a. Motion seconded by Mrs. Mendoza. Motion passed unanimously. Vote 6-0

- 1. Approval of Summer Programs 2021**
- 2. Approval of Instructional Materials Allotment and TEKS Certification 2021-2022**
- 3. Approval to Extend Depository Contract between Mission CISD and BBVA Bank for the Fiscal Year 2021-2022 and 2022-2023**

4. Approval of Statement of Impact from Horizon Montessori Public Schools
5. Approval of Statement of Interlocal Agreement with Houston ISD as Medicaid Billing Agent
6. Approval of Bids, Proposals, and Purchase of \$50,000 and Over
 - a. Award Purchase of Early Childhood Learning System Integrating Brain Development #230-21-4
 - b. Award Purchase of Bilingual/ESL Classroom Supplies
 - c. Award Purchase of Bilingual/ESL Library Books
 - d. Award Purchase of Advanced Placement Exams
7. Approval of Donations
8. Approval of Supplemental Budget Amendment for the Month of April 2021
9. Approval of Minutes
 - a. March 10, 2021

VIII. Executive Session

1. Private Consultation with Board Attorney (Texas Gov't Code § 551.071)
2. Deliberation Regarding Real Property--Closed Meeting: A Governmental Body may Conduct a Closed Meeting to Deliberate the Purchase, Exchange, Lease, or Value of Real Property if Deliberation in an Open Meeting would have a Detrimental Effect on the Position of Governmental Body in Negotiations with the Third Person (Texas Gov't Code §551.072)
3. Deliberate the Appointment, Employment, Evaluation, Reassignment, Duties, Discipline, or Dismissal of a Public Officer or Employee or to Hear a Complaint or Charge Against an Officer or Employee (Texas Gov't Code §551.074)

IX. Action, if Necessary, on Matters Discussed in Executive Session

Item VI. Discussion and Possible Action

8. Approval of Recommendation and Approval of the Selection for:

a. Coordinator for Child Nutrition Program

Dr. Perez that Administration recommended Edna Alvarez-Prado.

Motion made by Mrs. Mendoza that the Board approve Edna Alvarez-Prado for the position of Child Nutrition Program. Motion seconded by Mr. Zamora. Motion passed unanimously. Vote 6-0

b. Special Education Speech Language Pathologist

Dr. Perez stated that Administration recommended Ayssa Muñoz for the position of Special Education Speech Language Pathologist.

Motion made by Mrs. Ramirez that the Board approve Ayssa Muñoz for the position of Special Education Speech Language Pathologist. Motion seconded by Mr. Gonzalez. Motion passed unanimously. Vote 6-0

c. Special Education Transition Specialist

Dr. Perez stated that Administration recommended Lorie Laboy for the position of Special Education Transition Specialist

Motion made by Mr. Vela that the Board approve Lorie Laboy for the position of Special Education Transition Specialist. Motion seconded by Mrs. Ramirez. Motion passed unanimously. Vote 6-0

d. Mission Junior High School Counselor

Dr. Perez stated that Administration recommended Cynthia Mendez for the position of Mission Junior High School Counselor.

Motion made by Mr. Zamora that the Board approve Cynthia Mendez for the position of Mission Junior High School Counselor. Motion passed unanimously. Vote 6-0

11. Consideration of Level III Grievance Pursuant to DGBA (LOCAL)

NONE

- X **Board of Trustees Informational Items**
 - a. 2021-2022 Budget Update
 - b. **Financial Reports for the Month of February 2021**
 - (1) General Fund
 - (2) Debt Service
 - (3) Self-Funded Health Insurance Fund
 - c. Tax Levy Adjustments for the Month of February 2021
 - d. Disbursements for the Month of March 2021
 - e. Self-Funded Group Health Insurance Plan Update Review by Carlisle Insurance
 - f. Hurricane Hanna Claim Update
 - g. Community Project Funding Request for Safety and Security
 - h. Personnel Employments, Resignations, Transfers, and Compensation Changes

- XI. **Important Dates to Remember**
 - 1. May 12, 2021 Regular Board of Trustees Meeting at 6:30 p.m.
 - 2. May 5, 2021 Board of Trustees Workshop at 6:30 p.m.

XII. **Adjournment**

Motion made by Mrs. Mendoza that the meeting be adjourned. Motion seconded by Mr. Gonzalez. Motion passed unanimously. Vote 6-0

President Rodgers adjourned the meeting at 8:42 p.m.

Minnie R. Rodgers, President
Mission CISD Board of Trustees

ATTEST:

Veronica R. Mendoza, Secretary
Mission CISD Board of Trustees

SUBJECT: Financial Report for the Month of March 2021

PRESENTER: Rumalda Ruiz, Assistant Superintendent for Finance

BACKGROUND INFORMATION

In accordance with Board Policy CFA (LEGAL), The Board shall prepare an annual financial statement that shows the following for each fund subject to its authority during the fiscal year:

1. The total receipts of the fund, itemized by source of revenue, including taxes, assessments, service charges, grants of state money, gifts, or other general sources from which funds are derived.
2. The total disbursements of the fund, itemized by the nature of the expenditure.
3. The balance in the fund at the close of the fiscal year.

Monthly financial reports are prepared throughout the year by Administration for information purposes only.

ADMINISTRATIVE CONSIDERATIONS

The General Fund Financial reports compare the budgeted revenues and expenditures. Actual revenues for March 2021 totaled \$129,615,941 and actual expenditures totaled \$103,633,511. The excess revenues, other resources and other uses over expenses was \$26,157,177. This number does not include outstanding encumbrances for payroll and supplies. Budget by function is sufficient to meet expenditures.

The Debt Fund financial report is also attached.

FUNDING SOURCE AND AMOUNT

Not applicable.

RECOMMENDATION

Information item only.

CONTACT PERSON(S)

Rumalda Ruiz, Assistant Superintendent for Finance
Anna Zuniga, CPA Director for Finance

Mission Consolidated Independent School District

General Fund

March 31, 2021

		Budget	Actual	Difference	%
Revenues					
5700	Local and Intermediate Sources	\$ 27,604,245	\$24,422,455	\$ (3,181,790)	88.47%
5800	State Program Revenues	128,226,929	\$95,061,935	(33,164,994)	74.14%
5900	Federal Program Revenues	16,344,257	\$10,131,552	(6,212,705)	61.99%
	Total Revenues	\$ 172,175,431	\$ 129,615,941	\$ (42,559,490)	
Expenditures					
11	Instruction	\$ 90,470,236	\$49,826,343	\$ 40,643,893	55.07%
12	Instrucional Resources & Media Services	2,514,248	\$1,313,635	1,200,613	52.25%
13	Curriculum and Personnel Development	3,332,145	\$1,831,170	1,500,975	54.95%
21	Instructional Administration	2,472,555	\$1,737,392	735,163	70.27%
23	School Administration	9,725,032	\$6,113,077	3,611,955	62.86%
31	Guidance and Counseling Services	5,783,699	\$3,535,967	2,247,732	61.14%
32	Attendance and Social Work Services	603,119	\$492,133	110,986	81.60%
33	Health Services	1,688,003	\$1,163,540	524,463	68.93%
34	Pupil Transportation	4,649,631	\$2,891,038	1,758,593	62.18%
35	Food Services	13,877,053	\$8,484,640	5,392,413	61.14%
36	Co-Curricular Activities	7,157,092	\$3,483,255	3,673,837	48.67%
41	General Administration	5,407,752	\$3,632,538	1,775,214	67.17%
51	Plant Maintenance and Operations	20,854,846	\$12,216,865	8,637,981	58.58%
52	Security and Monitoring	2,780,084	\$1,460,714	1,319,370	52.54%
53	Data Processing Services	3,242,416	\$2,239,107	1,003,309	69.06%
61	Community Services	288,057	\$78,407	209,650	27.22%
71	Debt Service	1,031,520	\$861,918	169,602	83.56%
81	Facilities Acquisition and Construction	3,747,107	\$2,056,876	1,690,231	54.89%
95	Juvenile Justice Alt. Education	20,000	\$0	20,000	0.00%
99	Other Intergovernmental Charges	358,090	\$214,896	143,195	0.00%
	Total Expenditures	\$ 180,002,685	\$103,633,511	\$ 76,369,174	0
1100	Excess (Deficiency)	\$ (7,827,254)	\$25,982,430	\$ 33,809,684	
Non-Operating Revenue					
7912	Sale of Real or Personal Property	\$ 53,000	\$ 174,747	\$ 121,747	329.71%
7915	Operating Transfers In	15,574,924	\$ -	(15,574,924)	0.00%
	Total Non-Operating Revenue	\$ 15,627,924	\$ 174,747	\$ (15,453,177)	
Non-Operating Expenses					
8911	Other Uses	\$ (15,727,793)	\$ -	\$ (15,727,793)	0.00%
	Total Non-Operating Expenses	\$ (15,727,793)	\$ -	\$ (15,727,793)	
1200	Excess (Deficiency)	\$ (7,927,123)	\$ 26,157,177	\$ 2,628,714	
0100	Fund Balance - Beginning Audited	\$ 76,331,591	\$ 76,331,591	\$ -	
3000	Fund Balance - Ending Un-Audited	\$ 68,404,468	\$ 102,488,768	\$ 2,628,714	

Mission Consolidated Independent School District

March 31, 2021

DEBT SERVICE FUND 599

		Budget	Actual	Difference	%
Revenues					
5700	Local and Intermediate Sources	\$ 4,202,708	\$ 3,901,170	\$ (301,538)	92.83%
5800	State Program Revenues	4,684,522	4,834,219	149,697	103.20%
	Total Revenues	\$ 8,887,230	\$ 8,735,389	\$ (151,841)	
Expenditures					
71	Debt Services	\$ 9,594,602	\$ 9,895,553	\$ (300,951)	103.14%
	Total Expenditures	\$ 9,594,602	\$ 9,895,553	\$ (300,951)	
1100	Excess (Deficiency)	\$ (707,372)	\$ (1,160,165)	\$ (452,793)	
Non-Operating Revenue					
7900	Operating Transfers In	\$52,476,308	\$52,476,307	(\$1)	0.00%
Non-Operating Expenses					
8900	Operating Transfers Out	\$ 51,951,550	\$ 51,951,549	\$ (1)	0.00%
1200	Excess (Deficiency)	\$ (182,614)	\$ (635,407)	\$ (452,793)	
0100	Fund Balance - Beginning Audited	\$ 5,239,599	\$ 5,239,599	\$ -	
3000	Fund Balance - Ending Un-Audited	\$ 5,056,985	\$ 4,604,192	\$ (452,793)	

SUBJECT: Financial Report for the Month of March 2021 - Self-Funded Group Health Insurance

PRESENTER: Rumalda Ruiz, Assistant Superintendent for Finance

BACKGROUND INFORMATION

Mission CISD offers a self-funded group health insurance plan to its employees administered by Blue Cross Blue Shield of Texas. District employees have the option to elect health insurance coverages from three plans (High Deductible, Base, and High Plan).

As a self-funded group health insurance plan, Mission CISD assumes the financial risk for providing health care benefits to its employees and their dependents. In practical terms, Mission CISD pays for each out of pocket claim as they are incurred instead of paying a fixed premium to an insurance carrier. Mission CISD has set up the Health Insurance Fund to account for premiums funded by the District and its employees and to pay incurred claims and administrative costs.

ADMINISTRATIVE CONSIDERATIONS

Actual revenues for March 2021 totaled \$9,937,236.33 and actual expenditures totaled \$11,412,806.86. The excess expenses over revenues was \$1,475,570.53. The total net position as of March totaled (\$519,320.53).

March 2021 Medical and Pharmacy Claims were higher than prior year. The increase is attributed to:

1. COVID 19 Claims
2. 6 Large Claims over \$150,000 totaling \$1,187,532.34

We have seen a decline in the April 2021 medical and pharmacy claims. Primary claims for April 2021 totaled \$910,302.75 a decrease of \$333,579.25.

The Self-Funded Group Health Insurance Financial Report is also attached.

FUNDING SOURCE AND AMOUNT

Not applicable.

RECOMMENDATION

Information item only.

CONTACT PERSON(S)

Rumalda Ruiz, Assistant Superintendent for Finance
Anna Zuniga, CPA Director for Finance
Sylvia Cruz, Director for Payroll, Employee Benefits & Risk Management



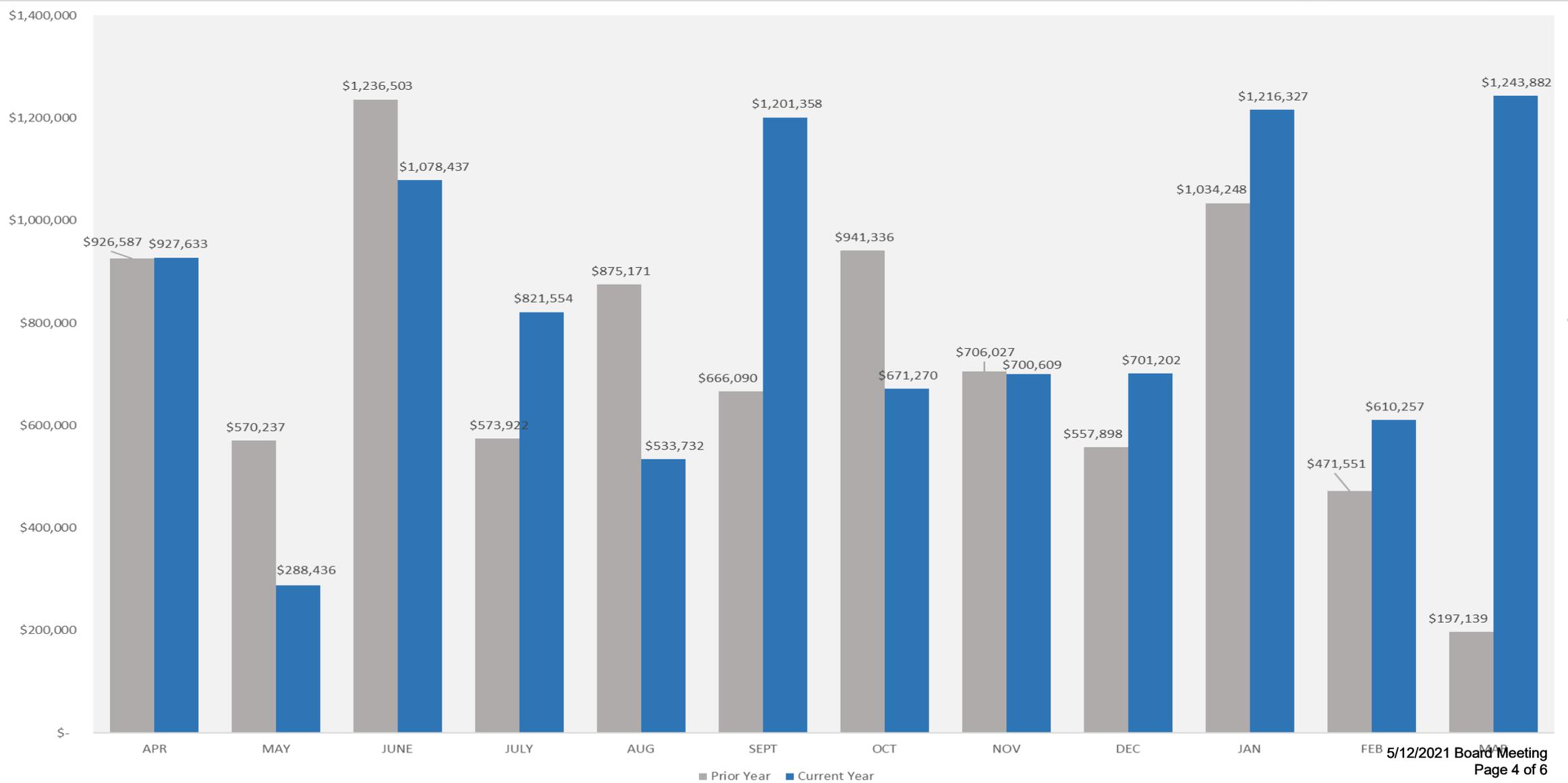
Self-Funded Group Health Plan March 2021

**Mission Consolidated Independent School District
Self Funded Group Health Insurance Fund
Statement of Revenues, Expenses, and Changes in Net Position
For the 9 Months Ending March 2021**

Operating Revenues	Actual	%
<i>Premiums:</i>		
Medical - Employee	\$ 2,278,595.17	22.93%
Medical - Employer	\$ 7,607,915.28	76.56%
Administrative Fees-Refunds	\$ 1,440.00	0.01%
Claim Credits	\$ 519.07	0.01%
Pharmacy Credits/Rebates	\$ 65.59	0.00%
Stop Loss Insurance	\$ 45,246.36	0.46%
Cobra	\$ 2,815.45	0.03%
Non - Operating Revenues		
Interest Revenue	\$ 639.41	0.01%
Total Revenues	\$ 9,937,236.33	100.00%
Operating Expenses		
<i>Claims:</i>		
Medical	\$ 7,700,191.79	67.47%
Pharmacy - RX	\$ 2,856,573.64	25.03%
<i>Administrative Fees:</i>		
Medical	\$ 143,210.22	1.25%
Aggregate Stop Loss	\$ 82,329.30	0.72%
Specific Stop Loss	\$ 558,745.77	4.90%
Independent External Review Fees	\$ 700.00	0.01%
Vendor Fees	\$ 15,204.03	0.13%
PCORI Fees	\$ 857.11	0.01%
Consulting Fees	\$ 45,000.00	0.39%
Non-Operating Expenses		
Other Expenses	\$ 9,995.00	0.09%
Total Expenses	\$ 11,412,806.86	100.00%
Operating Income (Loss)		
	\$ (1,475,570.53)	
Income (Loss) Before Contributions & Transfers		
	\$ (1,475,570.53)	
Contributions & Transfers		
Transfers In	\$ -	
Change in Net Position		
	\$ (1,475,570.53)	
Total Net Position - Beginning Audited		
	\$ 956,250.00	
Total Net Position - Ending Unaudited		
	\$ (519,320.53)	

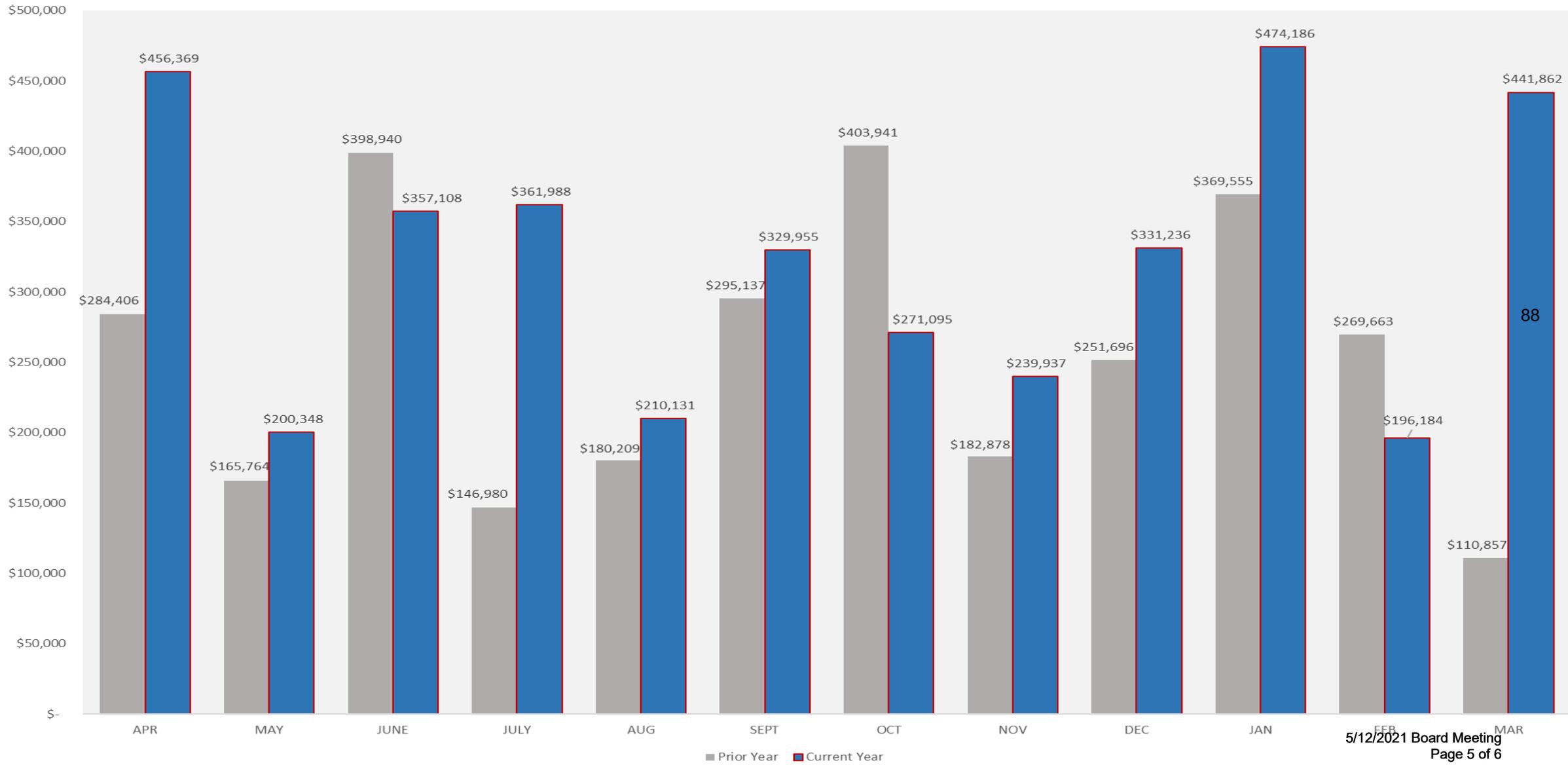
Medical Claims Expense Overview

12 Month Trend - March 2021



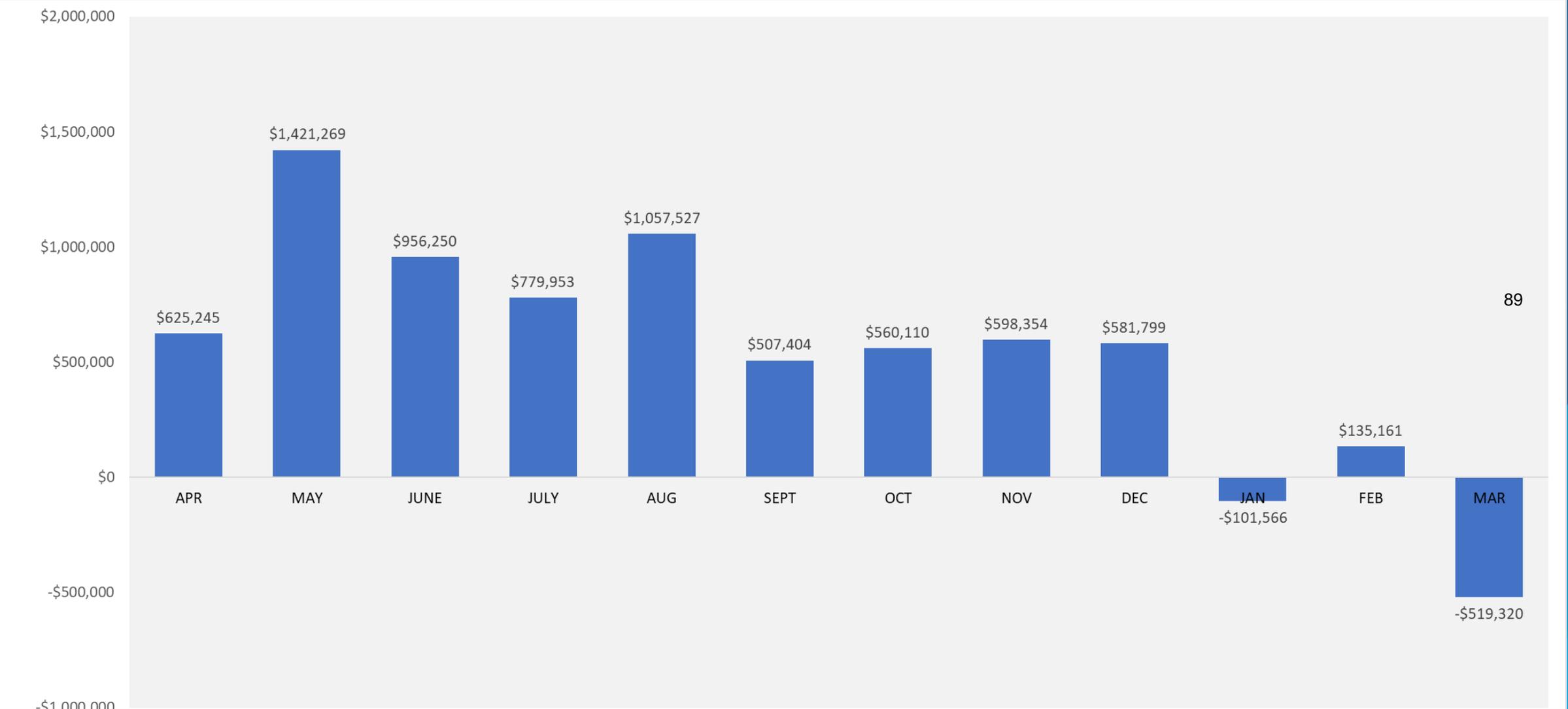
Pharmacy Claims Expense Overview

12 Month Trend - March 2021



Net Position Overview

12 month Trend – March 2021



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SUBJECT: Quarterly Investment Report

PRESENTER: Rumalda Ruiz, Assistant Superintendent for Finance

BACKGROUND INFORMATION

In accordance with Board Policy CDA (LEGAL), all investments made by a district shall comply with the Public Funds Investment Act (Texas Government Code Chapter 2256, Subchapter A) and all federal, state, and local statutes, rules or regulations. *Gov't Code 2256.026*

Not less than quarterly, an investment officer shall prepare and submit to a board a written report of investment transactions for all funds covered by the Public Funds Investment Act for the preceding reporting period. This report shall be presented to a board and a superintendent, not less than quarterly, within a reasonable time after the end of the reporting period.

ADMINISTRATIVE CONSIDERATIONS

Mission CISD's investment portfolio totaled \$98,126,485.03 at the end of the 3rd quarter ending on March 31, 2021. Interest earned in the 3rd quarter was \$24,591.35.

FUNDING SOURCE AND AMOUNT

N/A

RECOMMENDATION

Information item only; no recommendation is required.

CONTACT PERSON (S)

Rumalda Ruiz, Assistant Superintendent for Finance
Anna Zuniga, CPA, Director of Finance
Odon Garcia Jr, Accountant

**INVESTMENT REPORT SUMMARY
 QUARTER ENDING MARCH 31, 2021**

FUND	CERTIFICATES OF DEPOSIT	INVESTMENT POOLS	CASH	ENDING BALANCE	INTEREST EARNED 3RD QTR
Local Maintenance		\$ 83,880,102.50	\$ -	\$ 83,880,102.50	\$ 18,661.40
Debt Service		\$ 4,517,778.27	\$ 8,349.39	\$ 4,526,127.66	\$ 2,080.35
Non-Expendable Trust Fund	\$ 27,198.79			\$ 27,198.79	\$ 16.81
Payroll			\$ 1,990,768.51	\$ 1,990,768.51	\$ 580.48
General Finance			\$ 7,702,287.57	\$ 7,702,287.57	\$ 3,252.31
TOTAL	\$ 27,198.79	\$ 88,397,880.77	\$ 9,701,405.47	\$98,126,485.03	\$24,591.35
portfolio composition	0.03%	90.09%	9.89%	100.00%	

We, the approved Investment Officers of Mission CISD, hereby certify that the following Investment Report represents the investment position of the District as of March 31, 2021 in compliance with the Board approved Investment Policy, the the Public Funds Investment Act (Texas Government Code 2256), and Generally Accepted Accounting Principles (GAAP).

 Odon Garcia, Accountant

 Anna Zuniga, CPA, Director for Finance

 Rumalda Ruiz, Assistant Superintendent for Finance

Investment #	Type	Original Purchase Date	Fund	Last Renewal Date	Maturity Date	Rate @ 3/31/2021 *Qtr.avg	Beg. Bal. Market/Book Value 01/01/21	Purchased increase	Sold decrease	End. Bal. Market/Book Value 03/31/21	Qtr. Interest Received	3RD QTR INTEREST EARNED	Int. Earned 7/1/2020 - 6/30/2021
LOCAL MAINTENANCE													
10827-3859-000	TxStar-04		199	n/a	n/a	0.04% *	10,443,283.94	975.77	0.00	10,444,259.71	975.77	975.77	7,788.69
907155492	LoneStar-02		199	n/a	n/a	0.10% *	25,770,718.37	6,307.69	0.00	25,777,026.06	6,307.69	6,307.69	33,958.22
TX010061002	TX CLASS		199	n/a	n/a	0.12% *	38,931,701.97	30,010,482.03	27,500,000.00	41,442,184.00	10,482.03	10,482.03	39,145.45
1200-03	TEXAS TERM	10/3/2018	199	n/a	n/a	0.06% *	6,215,736.82	895.91	0.00	6,216,632.73	895.91	895.91	5,162.50
Total Local Maintenance							81,361,441.10	30,018,661.40	27,500,000.00	83,880,102.50	18,661.40	18,661.40	86,054.86
DEBT SERVICE													
2515278470	Cash (bank bal.)		599	n/a	n/a	0.10% *	64,781.01	8,574,865.96	8,631,297.58	8,349.39	238.41	238.41	408.24
TX0100610001	TX CLASS	11/1/2018	599	n/a	n/a	0.12% *	9,408,699.94	1,472,215.99	6,363,137.66	4,517,778.27	1,841.94	1,841.94	7,023.28
Total Interest & Sinking							9,473,480.95	10,047,081.95	14,994,435.24	4,526,127.66	2,080.35	2,080.35	7,431.52
NON-EXPENDABLE TRUST													
5595909564/6720608225/67271													
01975/6755190045	CD	5/9/1985	836	06/30/20	06/30/21	0.25%	10,461.07	0.00		10,461.07	0.00	6.47	19.64
5595909610/6720607792/67271													
00189/6727100189	CD	2/11/1986	836	06/30/20	06/30/21	0.25%	5,230.53	0.00		5,230.53	0.00	3.23	9.80
5595909726/6720605021/67271													
01525/6755190886	CD	5/28/1986	836	06/30/20	06/30/21	0.25%	11,507.19	0.00		11,507.19	0.00	7.11	21.57
Total Non-Expendable Trust							27,198.79	0.00	0.00	27,198.79	0.00	16.81	51.01
PAYROLL													
2515278454	Cash (bank bal.)		063	n/a	n/a	0.10% *	1,885,703.78	34,978,121.49	34,873,056.76	1,990,768.51	580.48	580.48	2,556.58
Total Payroll							1,885,703.78	34,978,121.49	34,873,056.76	1,990,768.51	580.48	580.48	2,556.58
GENERAL FINANCE													
2515282931	Cash (bank bal.)		064	n/a	n/a	0.10% *	9,963,351.44	79,992,200.87	82,253,264.74	7,702,287.57	3,252.31	3,252.31	19,912.06
Total General Finance							9,963,351.44	79,992,200.87	82,253,264.74	7,702,287.57	3,252.31	3,252.31	19,912.06
TOTAL INVESTMENTS							\$102,711,176.06	\$155,036,065.71	\$159,620,756.74	\$98,126,485.03	\$24,574.54	\$24,591.35	\$116,006.03

Investment #	Type	Maturity Date	End. Bal. Market/Book Value 03/31/21	DAYS TO MATURITY	BOOK VALUE X DAYS TO MATURITY	WEIGHTED AVERAGE MATURITY*
10827-3859-000	TxStar-04*	n/a	10,444,259.71	0	-	
907155492	LoneStar-02	n/a	25,777,026.06	0	-	
TX010061002	TX CLASS	n/a	41,442,184.00	0	-	
2515278470	Cash (bank bal.)	n/a	8,349.39	0	-	
5595909564/6720608225/ 6727101975/6755190045	CD	06/30/21	10,461.07	91	951,957.37	
5595909610/6720607792/ 6727100189/6727100189	CD	06/30/21	5,230.53	91	475,978.23	
5595909726/6720605021/ 6727101525/6755190886	CD	06/30/21	11,507.19	91	1,047,154.29	
2515278454	Cash (bank bal.)	n/a	1,990,768.51		-	
2515282931	Cash (bank bal.)	n/a	7,702,287.57		-	
1200-03	TEXAS TERM	n/a	6,216,632.73	0	-	
TX0100610001	TX CLASS	n/a	4,517,778.27	0	-	
			\$98,126,485.03		2,475,089.89	

0 DAYS WAM

SUBJECT: Disbursements for the Month of April 2021

PRESENTER: Rumalda Ruiz, Assistant Superintendent for Finance

BACKGROUND INFORMATION:

The District’s disbursements list all of the checks and other payments made during the reporting month. The check registers, wire transfers, and automated clearing house (ACH) transactions are available for inspection at the office of the Assistant Superintendent for Finance.

Monthly disbursement reports are prepared throughout the year by administration for information purposes only.

ADMINISTRATIVE CONSIDERATIONS:

The District’s total disbursements for the Month of April totaled \$11,440,506.88 as follows:

Disbursement Type	Amount
Accounts Payable Vendor Checks	\$ 1,885,927.81
District Purchasing Cards	\$ 651,633.50
ACH	\$ 1,573,377.68
Wire Transfers	\$ 172,634.80
Payroll	\$ 7,156,933.09
TOTAL	\$ 11,440,506.88

FUNDING SOURCE AND AMOUNT:

N/A

RECOMMENDATION:

Information Item.

CONTACT PERSON (S):

Rumalda Ruiz, Assistant Superintendent for Finance
Anna Zuniga, CPA, Director for Finance
Odon Garcia Jr, Accountant

SUBJECT: Tax Levy Adjustments for the Month of March 2021

PRESENTER: Rumalda Ruiz, Assistant Superintendent for Finance

BACKGROUND INFORMATION

The Hidalgo County Assessor & Collector has been collecting the District's taxes since December 1999. Both current and delinquent taxes are collected by Hidalgo County on our behalf.

ADMINISTRATIVE CONSIDERATIONS

Tax roll adjustments due to corrections, rollbacks, homesteads, dropped years, etc., resulted in a net decrease of \$41,643.40. Adjustments are reviewed and posted to the general ledger on a monthly basis. These modifications are included as part of the monthly tax report.

Collections totaled \$1,307,195.62. The monthly fee for this service is \$6,271.00.

Attached is the March 2021 Tax Collection Report

FUNDING SOURCE AND AMOUNT

Local Maintenance Levy Modification \$(45,668.35)
Debt Service Levy Modification \$(7,527.51)
Rollbacks \$11,552.46

RECOMMENDATION:

Informational Item

CONTACT PERSON (S)

Rumalda Ruiz, Assistant Superintendent for Finance
Anna Zuniga, CPA Director of Finance
Rosalinda Rodriguez, Accountant

PABLO "PAUL" VILLARREAL JR., ASSESSOR & COLLECTOR
MISSION C.I.S.D. TAXES COLLECTED FOR:
MARCH 2021

COMPARATIVE RATE OF COLLECTIONS

MISSION C.I.S.D. SMS - 48	ORIGINAL TAX LEVY	COLLECTED TO DATE	DROPPED YRS AFTER PURGE	MODIF. TO DATE	TAXES OUTSTANDING	PERCENT 2020/2021	COLLECTED 2019/2020
2020 TAX ROLL	28,040,951.26	25,602,656.87		(25,418.69)	2,412,875.70	91.39%	89.46%
2019 & PRIOR YRS	4,957,234.99	1,314,511.94	(24,143.03)	(142,909.17)	3,475,670.85	27.44%	23.86%
ROLLBACK	-	15,175.00	-	31,745.51	16,570.51	47.80%	100.00%
TOTALS	32,998,186.25	26,932,343.81	(24,143.03)	(136,582.35)	5,905,117.06		

BREAKDOWN OF TAX COLLECTIONS AND FEES FOR THE MONTH OF MARCH 2021

	MISSION C.I.S.D.	MONTHLY MODIFICATIONS
CURRENT YEAR-BASE TAX	1,010,532.06	(45,024.35) CURRENT
CURRENT YEAR-P&I	82,127.39	
PRIOR YEARS-BASE TAX	129,668.80	(8,171.51) PRIOR
PRIOR YEARS-P&I	57,441.09	
ROLLBACK	-	11,552.46 ROLLBACK
ROLLBACK P&I	-	
ATTORNEY FEES	27,426.28	- PURGED
TOTAL COLLECTIONS	1,307,195.62	(41,643.40)
LESS TRANSFERRED	979,989.67	
LESS IN TRANSIT	320,807.50	
LESS DUE TO HCAD COMM FEES	127.45	
LESS DUE TO CO TREASURER	6,271.00	
BALANCE	0.00	

*****AFFIDAVIT*****

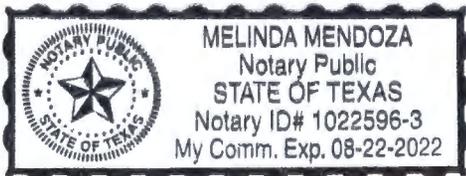
I, PABLO "PAUL" VILLARREAL JR., ASSESSOR-COLLECTOR OF TAXES FOR THE MISSION C.I.S.D., DO SOLEMNLY SWEAR THAT THE ABOVE STATEMENT OF TAXES COLLECTED BY ME FOR THE MONTH OF MARCH IS CORRECT.

Pablo (Paul) Villarreal Jr.
ASSESSOR-COLLECTOR OF TAXES FOR MISSION C.I.S.D., TEXAS



SWORN AND SUBSCRIBED BEFORE ME THIS 8TH DAY OF APRIL 2021 A.D.

Melinda Mendoza
NOTARY PUBLIC, HIDALGO COUNTY, TEXAS



**HIDALGO COUNTY TAX OFFICE
MISSION CISD**

MODIFICATIONS FOR THE MONTH OF MARCH 2021

YR	RATE	M&O	%	ADJ	M&O	I&S	%	I&S
2020	1.19930	1.02800	85.72%	(45,024.35)	(38,593.37)	0.1713	14.28%	(6,430.98)
2019	1.23955	1.06835	86.19%	(3,946.70)	(3,401.60)	0.1712	13.81%	(545.10)
2018	1.3398	1.1700	87.33%	(2,656.63)	(2,319.94)	0.1698	12.67%	(336.69)
2017	1.3502	1.1700	86.65%	(499.57)	(432.90)	0.1802	13.35%	(66.67)
2016	1.3582	1.1700	86.14%	(1,068.61)	(920.54)	0.1882	13.86%	(148.07)
2015	1.3672	1.1700	85.58%	-	0.00	0.1972	14.42%	0.00
2014	1.3300	1.1700	87.97%	-	0.00	0.1600	12.03%	0.00
2013	1.3000	1.1700	90.00%	-	0.00	0.1300	10.00%	0.00
2012	1.3000	1.1700	90.00%	-	0.00	0.1300	10.00%	0.00
2011	1.3000	1.1700	90.00%	-	0.00	0.1300	10.00%	0.00
2010	1.3000	1.0400	80.00%	-	0.00	0.2600	20.00%	0.00
2009	1.2800	1.0400	81.25%	-	0.00	0.2400	18.75%	0.00
2008	1.2400	1.0400	83.87%	-	0.00	0.2000	16.13%	0.00
2007	1.1800	1.0400	88.14%	-	0.00	0.1400	11.86%	0.00
2006	1.4574	1.3374	91.77%	-	0.00	0.1200	8.23%	0.00
2005	1.5632	1.4632	93.60%	-	0.00	0.1000	6.40%	0.00
2004	1.5691	1.4632	93.25%	-	0.00	0.1059	6.75%	0.00
2003	1.5841	1.4632	92.37%	-	0.00	0.1209	7.63%	0.00
2002	1.5841	1.4500	91.53%	-	0.00	0.1341	8.47%	0.00
2001	1.5341	1.4394	93.83%	-	0.00	0.0947	6.17%	0.00
2000	1.5341	1.4000	91.26%	-	0.00	0.1341	8.74%	0.00
1999	1.5050	1.4208	94.41%	-	0.00	0.0842	5.59%	0.00
TOTAL				(53,195.86)	(45,668.35)			(7,527.51)
					M&O			I&S
2020				(45,024.35)	(38,593.37)			(6,430.98)
2019 & PRIOR				(8,171.51)	(7,074.98)			(1,096.53)
TOTAL				(53,195.86)	(45,668.35)			(7,527.51)

ROLLBACK MODIFICATIONS FOR THE MONTH OF MARCH 2021

YR	RATE	M&O	%	ADJ	M&O	I&S	%	I&S
2020	0.0000	-	#DIV/0!	-	#DIV/0!	-	#DIV/0!	#DIV/0!
2019	1.2396	1.0684	86.19%	3,559.10	3,067.54	0.1712	13.81%	491.56
2018	1.3398	1.1700	87.33%	3,892.60	3,399.27	0.1698	12.67%	493.33
2017	1.3502	1.1700	86.65%	4,100.76	3,553.47	0.1802	13.35%	547.29
TOTAL				11,552.46	10,020.27			1,532.19
					M&O			I&S
CURRENT				-	-			-
DELINQUENT				11,552.46	10,020.27			1,532.19
TOTAL				11,552.46	10,020.27			1,532.19

YEAR	FUND	TAX RATE	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	TIF AMOUNT	DISBURSE TOTAL	ATTORNEY	OTHER FEES	REFUND AMOUNT	PAYMENT AMOUNT
2020	M & O	1.028000	866,194.70	.00	70,396.58	.00	936,591.28	.00	.00	.00	936,591.28
	I & S	.171300	144,337.36	.00	11,730.81	.00	156,068.17	.00	.00	.00	156,068.17
	TOTAL	1.199300	1,010,532.06	.00	82,127.39	.00	1,092,659.45	.00	.00	.00	1,092,659.45
2019	M & O	1.068350	59,198.19	.00	15,843.47	.00	75,041.66	13,195.86	.00	.00	88,237.52
	I & S	.171200	9,486.31	.00	2,538.88	.00	12,025.19	.00	.00	.00	12,025.19
	TOTAL	1.239550	68,684.50	.00	18,382.35	.00	87,066.85	13,195.86	.00	.00	100,262.71
2018	M & O	1.170000	24,240.88	.00	9,658.40	.00	33,899.28	5,780.97	.00	.00	39,680.25
	I & S	.169800	3,517.97	.00	1,401.76	.00	4,919.73	.00	.00	.00	4,919.73
	TOTAL	1.339800	27,758.85	.00	11,060.16	.00	38,819.01	5,780.97	.00	.00	44,599.98
2017	M & O	1.170000	8,627.12	.00	4,444.01	.00	13,071.13	2,289.25	.00	.00	15,360.38
	I & S	.180200	1,328.73	.00	684.40	.00	2,013.13	.00	.00	.00	2,013.13
	TOTAL	1.350200	9,955.85	.00	5,128.41	.00	15,084.26	2,289.25	.00	.00	17,373.51
2016	M & O	1.170000	5,989.59	.00	3,719.57	.00	9,709.16	1,622.23	.00	.00	11,331.39
	I & S	.188200	963.44	.00	598.33	.00	1,561.77	.00	.00	.00	1,561.77
	TOTAL	1.358200	6,953.03	.00	4,317.90	.00	11,270.93	1,622.23	.00	.00	12,893.16
2015	M & O	1.170000	1,212.83	.00	869.65	.00	2,082.48	350.20	.00	.00	2,432.68
	I & S	.197200	204.44	.00	146.57	.00	351.01	.00	.00	.00	351.01
	TOTAL	1.367200	1,417.27	.00	1,016.22	.00	2,433.49	350.20	.00	.00	2,783.69
2014	M & O	1.170000	2,191.67	.00	1,714.15	.00	3,905.82	588.28	.00	.00	4,494.10
	I & S	.160000	299.73	.00	234.42	.00	534.15	.00	.00	.00	534.15
	TOTAL	1.330000	2,491.40	.00	1,948.57	.00	4,439.97	588.28	.00	.00	5,028.25
2013	M & O	1.170000	2,162.40	.00	2,005.09	.00	4,167.49	592.62	.00	.00	4,760.11
	I & S	.130000	240.26	.00	222.79	.00	463.05	.00	.00	.00	463.05
	TOTAL	1.300000	2,402.66	.00	2,227.88	.00	4,630.54	592.62	.00	.00	5,223.16
2012	M & O	1.170000	2,203.04	.00	2,313.58	.00	4,516.62	563.36	.00	.00	5,079.98
	I & S	.130000	244.81	.00	257.06	.00	501.87	.00	.00	.00	501.87
	TOTAL	1.300000	2,447.85	.00	2,570.64	.00	5,018.49	563.36	.00	.00	5,581.85
2011	M & O	1.170000	1,288.45	.00	1,434.43	.00	2,722.88	428.43	.00	.00	3,151.31
	I & S	.130000	143.15	.00	159.39	.00	302.54	.00	.00	.00	302.54
	TOTAL	1.300000	1,431.60	.00	1,593.82	.00	3,025.42	428.43	.00	.00	3,453.85
2010	M & O	1.040000	915.08	.00	1,125.05	.00	2,040.13	325.11	.00	.00	2,365.24
	I & S	.260000	228.76	.00	281.27	.00	510.03	.00	.00	.00	510.03
	TOTAL	1.300000	1,143.84	.00	1,406.32	.00	2,550.16	325.11	.00	.00	2,875.27
2009	M & O	1.040000	1,159.14	.00	1,623.46	.00	2,782.60	485.36	.00	.00	3,267.96
	I & S	.240000	267.49	.00	374.63	.00	642.12	.00	.00	.00	642.12
	TOTAL	1.280000	1,426.63	.00	1,998.09	.00	3,424.72	485.36	.00	.00	3,910.08

04/01/2021 17:14:41 3726132
 TC298-D SELECTION: SYSTEM
 RECEIPT DATE: ALL
 LOCATION: LOCATION NAME NOT FOUND

TAX COLLECTION SYSTEM
 DEPOSIT DISTRIBUTION
 FROM: 03/01/2021 THRU 03/31/2021
 JURISDICTION: 0048 MISSION CISD

PAGE: 82
 INCLUDES AG ROLLBACK

YEAR	FUND	TAX RATE	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	TIF AMOUNT	DISBURSE TOTAL	ATTORNEY	OTHER FEES	REFUND AMOUNT	PAYMENT AMOUNT
2008	M & O	1.040000	879.30	.00	1,351.87	.00	2,231.17	348.19	.00	.00	2,579.36
	I & S	.200000	169.09	.00	259.97	.00	429.06	.00	.00	.00	429.06
	TOTAL	1.240000	1,048.39	.00	1,611.84	.00	2,660.23	348.19	.00	.00	3,008.42
2007	M & O	1.040000	1,219.52	.00	2,064.47	.00	3,283.99	558.90	.00	.00	3,842.89
	I & S	.140000	164.14	.00	277.93	.00	442.07	.00	.00	.00	442.07
	TOTAL	1.180000	1,383.66	.00	2,342.40	.00	3,726.06	558.90	.00	.00	4,284.96
2006	M & O	1.337400	744.47	.00	1,294.62	.00	2,039.09	262.74	.00	.00	2,301.83
	I & S	.120000	66.80	.00	116.16	.00	182.96	.00	.00	.00	182.96
	TOTAL	1.457400	811.27	.00	1,410.78	.00	2,222.05	262.74	.00	.00	2,484.79
2005	M & O	1.463200	226.24	.00	284.86	.00	511.10	18.53	.00	.00	529.63
	I & S	.100000	15.46	.00	19.46	.00	34.92	.00	.00	.00	34.92
	TOTAL	1.563200	241.70	.00	304.32	.00	546.02	18.53	.00	.00	564.55
2004	M & O	1.463200	31.26	.00	37.38	.00	68.64	.00	.00	.00	68.64
	I & S	.105900	2.26	.00	2.71	.00	4.97	.00	.00	.00	4.97
	TOTAL	1.569100	33.52	.00	40.09	.00	73.61	.00	.00	.00	73.61
2003	M & O	1.463200	25.89	.00	50.76	.00	76.65	10.99	.00	.00	87.64
	I & S	.120900	2.14	.00	4.20	.00	6.34	.00	.00	.00	6.34
	TOTAL	1.584100	28.03	.00	54.96	.00	82.99	10.99	.00	.00	93.98
1996	M & O	1.248600	7.51	.00	22.60	.00	30.11	5.26	.00	.00	35.37
	I & S	.206400	1.24	.00	3.74	.00	4.98	.00	.00	.00	4.98
	TOTAL	1.455000	8.75	.00	26.34	.00	35.09	5.26	.00	.00	40.35
ALL	M & O		978,517.28	.00	120,254.00	.00	1,098,771.28	27,426.28	.00	.00	1,126,197.56
ALL	I & S		161,683.58	.00	19,314.48	.00	180,998.06	.00	.00	.00	180,998.06
ALL	TOTAL		1,140,200.86	.00	139,568.48	.00	1,279,769.34	27,426.28	.00	.00	1,307,195.62
DLQ	M & O		112,322.58	.00	49,857.42	.00	162,180.00	27,426.28	.00	.00	189,606.28
DLQ	I & S		17,346.22	.00	7,583.67	.00	24,929.89	.00	.00	.00	24,929.89
DLQ	TOTAL		129,668.80	.00	57,441.09	.00	187,109.89	27,426.28	.00	.00	214,536.17
CURR	M & O		866,194.70	.00	70,396.58	.00	936,591.28	.00	.00	.00	936,591.28
CURR	I & S		144,337.36	.00	11,730.81	.00	156,068.17	.00	.00	.00	156,068.17
CURR	TOTAL		1,010,532.06	.00	82,127.39	.00	1,092,659.45	.00	.00	.00	1,092,659.45

LINEBARGER GOGGAN BLAIR & SAMPSON, LLP

ATTORNEYS AT LAW
1512 S. Lone Star Way
EDINBURG, TEXAS 78539

Telephone: (956) 383-4500
Facsimile: (956) 383-7820

April 01, 2021

MISSION C.I.S.D.

Dr. Carol G. Perez, Superintendent
Mission Consolidated Independent School District
1201 Bryce Drive,
Mission, Texas, 78572

APR 09 2021
SUPT'S OFFICE

RE: Tax Resale Properties

Dear Dr. Perez,

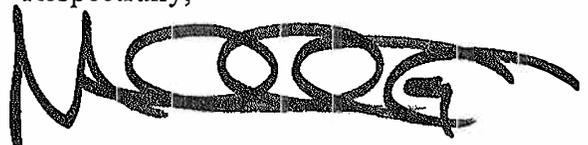
Enclosed is a signed resolution recently approved by Hidalgo County Commissioners Court authorizing our firm to proceed with the tax resale of the struck-off properties listed on attached Exhibit A. The tax resale will take place at the west side of the Administrative Building located at 2802 South Business Highway 281, Edinburg, Texas 78539 (by public auction) on Tuesday, **MAY 04, 2021**, at 10:30 am.

All of the properties listed on Exhibit A were previously foreclosed upon and put up for tax sale, but the properties failed to receive the required minimum bids and were therefore struck-off to the taxing entities. Additionally, all of the properties were *non-homestead* designated properties and therefore no longer have a right of redemption. Therefore, in accordance with Sec. 34.05 of the Texas Property Tax Code, our firm will proceed to place the properties up for *resale* at a public auction on May 04, 2021, and the proceeds will be applied pro-rata amongst *all* of the taxing entities respective interest in each property.

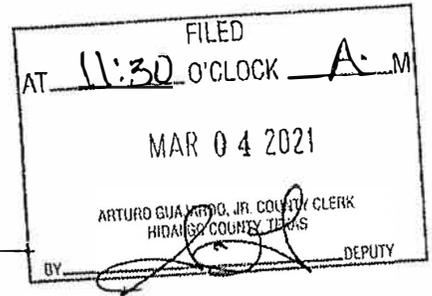
This item does not need to be placed on your agenda for official approval; it is being provided to you for *informational* purposes only. However, I strongly recommend reviewing the attached Exhibit A and *immediately* contact my office if your taxing entity has an interest/concern in a particular property and wishes that it not be sold. Otherwise, all of the properties will be sold on May 04, 2021, without any further approval by any of the interested taxing entities.

If you have any questions about any particular property and/or about the tax sale/resale process, please do not hesitate to contact me.

Respectfully,



Michael G. Cano
Partner



RESOLUTION NO. AI-79710

AUTHORIZING THE RESALE OF PROPERTIES ON THE ATTACHED AND INCORPORATED EXHIBIT A, FOR FAILURE TO PAY AD VALOREM TAXES DUE TO THE COUNTY OF HIDALGO, IN ACCORDANCE WITH SEC. 34.05 OF THE TEXAS PROPERTY TAX CODE.

WHEREAS, the County of Hidalgo is a taxing entity in the State of Texas and is duly authorized to levy and collect taxes on property located within its taxing jurisdiction; and

WHEREAS, the taxing authorities located within the County of Hidalgo hold in trust all properties in their jurisdiction that were previously foreclosed upon and not sold at tax sale ("struck-off") because the opening bid was not met; and

WHEREAS, the County of Hidalgo, as a taxing jurisdiction that is entitled to receive proceeds of the sale of such previously struck-off properties, desires that such properties be placed for resale in accordance with Sec. 34.05 of the Texas Property Code; and

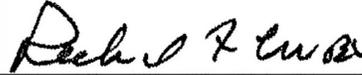
WHEREAS, the County of Hidalgo desires to receive the highest possible bid for each struck-off property so that such properties may be returned to the tax rolls; and

NOW THEREFORE, BE IT RESOLVED BY THE COUNTY OF HIDALGO THAT

1. The governing body of the County of Hidalgo authorizes its County Constable(s) to resale the struck-off properties on the attached Exhibit A by public auction in accordance with Sec. 34.05 of the Texas Property Tax Code and to accept the highest bid for each struck-off property.
2. After such resale is conducted and monies received, the County of Hidalgo authorizes its ad valorem tax attorneys (Linebarger) to pay all costs of resale in accordance with the Texas Property Tax Code and to prorate the remaining monies amongst all of the taxing jurisdictions in accordance with the balances found to be owed in the final judgment, which was approved by a court of proper jurisdiction.

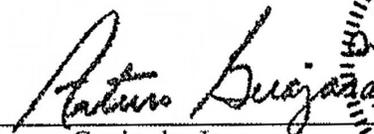
3. The County of Hidalgo authorizes its County Constable(s) to execute the necessary resale deeds upon the payment of its prorated share of the tax resale proceeds without further action from this governing body.
4. This resolution is adopted in accordance with all requirements and is in effect as of March 02, 2021.

County of Hidalgo



Hon. Richard F. Cortez
County Judge, County of Hidalgo

ATTEST:



Arturo Guajardo, Jr.
County Clerk, County of Hidalgo



RESOLUTION NO. AI-79710 -- AUTHORIZING THE RESALE OF PROPERTIES ON THE ATTACHED AND INCORPORATED EXHIBIT A

**LINEBARGER GOGGAN BLAIR & SAMPSON, LLP
HIDALGO COUNTY TAX RESALE LIST**

#	SUIT NUMBER	LEGAL DESCRIPTION	ACCOUNT NUMBER
07.	T-1208-12-I	<p>TRACT 1: IMPROVEMENTS ONLY LOCATED ON THE WEST 1/2 OF LOT 10, BLOCK 111, MISSION ORIGINAL TOWNSITE, AN ADDITON TO THE CITY OF MISSION, HIDALGO COUNTY, TEXAS.DELETED AND COMBINE FOR 2011 AND NOW BEING ASSESSED ON THE TAX ROLL ON ACCOUNT NO. M5200-00-111-0010-05.</p> <p>TRACT 2: THE WEST 75.00 FEET OF LOT 10 AND THE WEST 75.00 FEET OF THE SOUTH 25.00 FEET OF LOT 11, BLOCK 111, ORIGINAL TOWNSITE TO THE CITY OF MISSION, HIDALGO COUNTY, TEXAS, ACCORDING TO THE MAP OR PLAT THEREOF, RECORDED IN VOLUME "Z", PAGE 320, DEED RECORDS OF HIDALGO COUNTY, TEXAS.</p>	<p>M5200-98-111-0010-10 & M5200-00-111-0010-05</p>
17.	T-0516-15-G	<p>THE WEST 179.85 FEET OF THE SOUTH 121.11 FEET OF THE NORTH 605.51 FEET OF LOT 41-4, WEST ADDITION TO SHARYLAND, AS PER MAP OR PLAT RECORDED IN VOLUME 1, PAGE 56, MAP RECORDS, HIDALGO COUNTY, TEXAS, AND AS DESCRIBED IN DEED RECORDED IN DOCUMENT # 2252408, OFFICIAL RECORDS, HIDALGO COUNTY, TEXAS.</p>	<p>W0100-00-041-0004-09</p>

DISCLAIMER—RESALE LIST IS PRELIMINARY AND SUBJECT TO CHANGE

DRAFT

T-1208-12-I

Tract 1: M5200-98-111-0010-00

Tract 2: M5200-00-111-0010-05

Hidalgo CAD

Property Search > 612494 HIDALGO COUNTY TRUSTEE for Year 2020

Tax Year:

Property

Account

Property ID:	612494	Legal Description:	MISSION ORIGINAL TOWNSITE W75' LOT 10 & W75'-S25' LOT 11 BLK 111
Geographic ID:	M5200-00-111-0010-05	Zoning:	
Type:	Real	Agent Code:	
Property Use Code:			
Property Use Description:			

Location

Address:	KERALUM AVE TX	Mapsco:	
Neighborhood:	MISSION ORIGINAL TOWNSITE	Map ID:	
Neighborhood CD:	M520000		

Owner

Name:	HIDALGO COUNTY TRUSTEE	Owner ID:	1147745
Mailing Address:	PO BOX 178 EDINBURG, TX 78540-0178	% Ownership:	100.0000000000%
		Exemptions:	EX-XV

Values

(+) Improvement Homesite Value:	+	\$0	
(+) Improvement Non-Homesite Value:	+	\$0	
(+) Land Homesite Value:	+	\$0	
(+) Land Non-Homesite Value:	+	\$17,156	Ag / Timber Use Value
(+) Agricultural Market Valuation:	+	\$0	<input type="text" value="\$0"/>
(+) Timber Market Valuation:	+	\$0	<input type="text" value="\$0"/>

(=) Market Value:	=	\$17,156	
(-) Ag or Timber Use Value Reduction:	-	\$0	

(=) Appraised Value:	=	\$17,156	
(-) HS Cap:	-	\$0	

(=) Assessed Value:	=	\$17,156	

Taxing Jurisdiction

Owner: HIDALGO COUNTY TRUSTEE 105

% Ownership: 100.0000000000%

Total Value: \$17,156

Entity	Description	Tax Rate	Appraised Value	Taxable Value	Estimated Tax
CAD	APPRAISAL DISTRICT	0.000000	\$17,156	\$0	\$0.00
CMS	CITY OF MISSION	0.521200	\$17,156	\$0	\$0.00
DR1	DRAINAGE DISTRICT #1	0.105100	\$17,156	\$0	\$0.00
GHD	HIDALGO COUNTY	0.575000	\$17,156	\$0	\$0.00
JCC	SOUTH TEXAS COLLEGE	0.173300	\$17,156	\$0	\$0.00
R05	ROAD DIST 05	0.000000	\$17,156	\$0	\$0.00
SMS	MISSION ISD	1.239550	\$17,156	\$0	\$0.00
SST	SOUTH TEXAS SCHOOL	0.049200	\$17,156	\$0	\$0.00
Total Tax Rate:		2.663350			
Taxes w/Current Exemptions:					\$0.00
Taxes w/o Exemptions:					\$456.92

Improvement / Building

No improvements exist for this property.

Land

#	Type	Description	Acres	Sqft	Eff Front	Eff Depth	Market Value	Prod. Value
1	L	LOT	0.1291	5625.00	75.00	75.00	\$17,156	\$0

Roll Value History

Year	Improvements	Land Market	Ag Valuation	Appraised	HS Cap	Assessed
2021	N/A	N/A	N/A	N/A	N/A	N/A
2020	\$0	\$17,156	0	17,156	\$0	\$17,156
2019	\$0	\$14,063	0	14,063	\$0	\$14,063
2018	\$0	\$13,500	0	13,500	\$0	\$13,500
2017	\$13,807	\$13,500	0	27,307	\$0	\$27,307
2016	\$13,807	\$13,500	0	27,307	\$0	\$27,307
2015	\$13,807	\$12,375	0	26,182	\$0	\$26,182
2014	\$13,807	\$12,375	0	26,182	\$0	\$26,182
2013	\$13,807	\$12,375	0	26,182	\$0	\$26,182
2012	\$13,807	\$10,688	0	24,495	\$0	\$24,495
2011	\$13,807	\$10,688	0	24,495	\$0	\$24,495
2010	\$0	\$10,688	0	10,688	\$0	\$10,688
2009	\$0	\$10,688	0	10,688	\$0	\$10,688
2008	\$0	\$10,688	0	10,688	\$0	\$10,688
2007	\$0	\$10,688	0	10,688	\$0	\$10,688

Deed History - (Last 3 Deed Transactions)

#	Deed Date	Type	Description	Grantor	Grantee	Volume	Page	Deed Number
1	3/11/2019	TXD	TAX/RESALE DEED			106		2995438

			PENA MANUEL M	HIDALGO COUNTY TRUSTEE
2	CONV	CONVERSION	MORA CARMEN	PENA MANUEL M

Tax Due

Property Tax Information as of 10/21/2020

Amount Due if Paid on:  ↓

Year	Taxing Jurisdiction	Taxable Value	Base Tax	Base Taxes Paid	Base Tax Due	Discount / Penalty & Interest	Attorney Fees	Amount Due
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NOTE: Penalty & Interest accrues every month on the unpaid tax and is added to the balance. Attorney fees may also increase your tax liability if not paid by July 1. If you plan to submit payment on a future date, make sure you enter the date and RECALCULATE to obtain the correct total amount due.

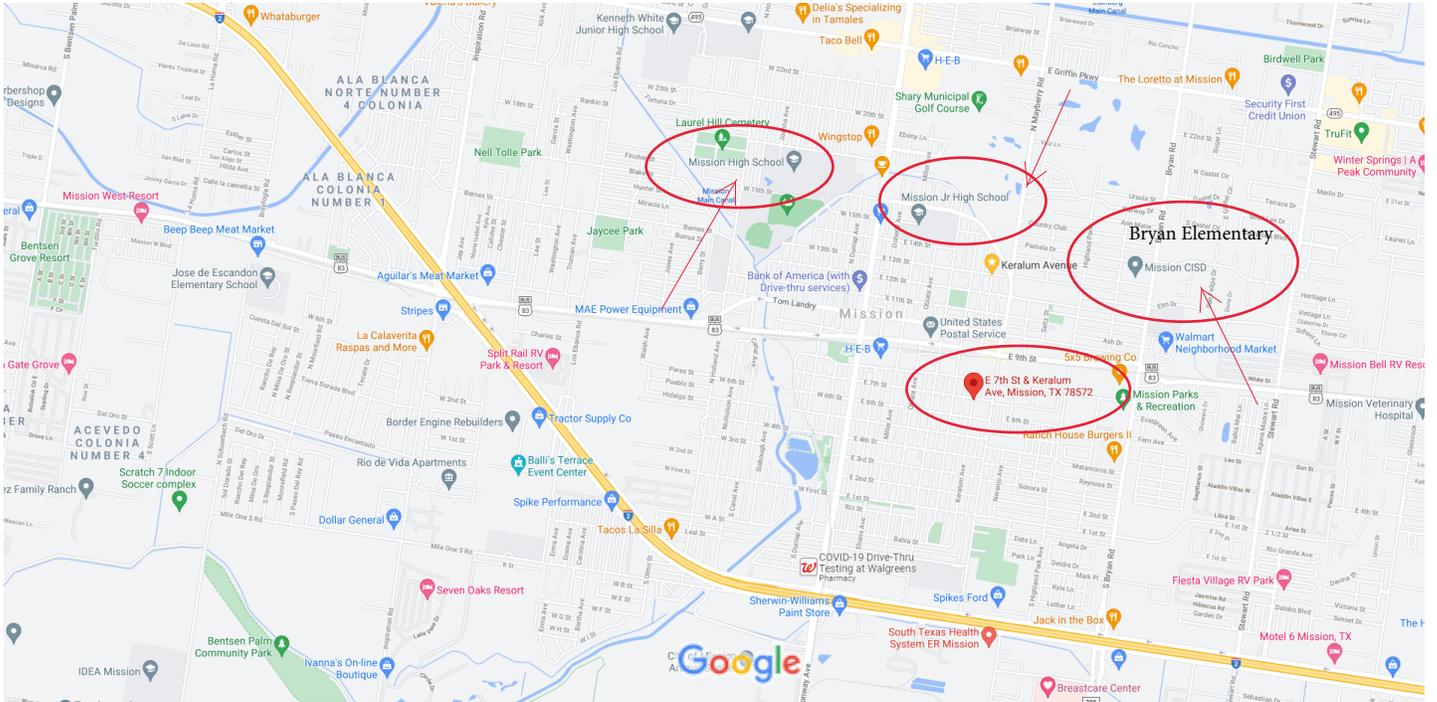
Questions Please Call (956) 381-8466 .

Website version: 1.2.2.31

Database last updated on: 10/20/2020 11:28 PM

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Map data ©2021 Google 1000 ft

Keralum Ave & E 7th St

Intersection



Directions



Save



Nearby



Send to your phone



Share



Mission, TX 78572

Photos

ATTENTION
TAX RESALE FORECLOSURE
THIS PROPERTY WAS SEIZED
FOR DELINQUENT TAXES AND WILL
BE SOLD AT PUBLIC AUCTION
ON 05-04-21
FOR MORE INFORMATION PLEASE CALL 866-289-7929
OR VISIT OUR WEBSITE WWW.LGBS.COM

TAX RESALE NO.	LINCOLN COOK COUNTY SAMPSON, LLP 1512 LONG SPAN BLVD EVANSTON, IL 60201
F-1208-12-1	

T-0516-15-G

W0100-00-041-0004-09



Hidalgo CAD

Property Search Results > 318283 SANCHEZ GUADALUPE for Year 2020

Tax Year:

Property

Account

Property ID:	318283	Legal Description:	WEST ADDN. TO SHARYLAND W179.85'-S121.11'-N605.51' LOT 41-4 O.50AC
Geographic ID:	W0100-00-041-0004-09	Zoning:	RS
Type:	Real	Agent Code:	
Property Use Code:			
Property Use Description:			

Location

Address:	W MAIN ST TX	Mapsco:	
Neighborhood:	WEST ADDN. TO SHARYLAND	Map ID:	CAN VOL 1 PG 56
Neighborhood CD:	W010000		

Owner

Name:	SANCHEZ GUADALUPE	Owner ID:	1060770
Mailing Address:	7401 N MINNESOTA RD PALMVIEW, TX 78574-0818	% Ownership:	100.0000000000%
		Exemptions:	

Values

(+) Improvement Homesite Value:	+	\$0	
(+) Improvement Non-Homesite Value:	+	\$0	
(+) Land Homesite Value:	+	\$0	
(+) Land Non-Homesite Value:	+	\$30,705	Ag / Timber Use Value
(+) Agricultural Market Valuation:	+	\$0	<input type="text" value="\$0"/>
(+) Timber Market Valuation:	+	\$0	<input type="text" value="\$0"/>

(=) Market Value:	=	\$30,705	
(-) Ag or Timber Use Value Reduction:	-	\$0	

(=) Appraised Value:	=	\$30,705	
(-) HS Cap:	-	\$0	

(=) Assessed Value:	=	\$30,705	

Taxing Jurisdiction

Owner: SANCHEZ GUADALUPE 112

% Ownership: 100.0000000000%

Total Value: \$30,705

Entity	Description	Tax Rate	Appraised Value	Taxable Value	Estimated Tax
CAD	APPRAISAL DISTRICT	0.000000	\$30,705	\$30,705	\$0.00
CAN	CITY OF ALTON	0.436700	\$30,705	\$30,705	\$134.09
DR1	DRAINAGE DISTRICT #1	0.102600	\$30,705	\$30,705	\$31.50
GHD	HIDALGO COUNTY	0.575000	\$30,705	\$30,705	\$176.55
JCC	SOUTH TEXAS COLLEGE	0.171800	\$30,705	\$30,705	\$52.75
R05	ROAD DIST 05	0.000000	\$30,705	\$30,705	\$0.00
SMS	MISSION ISD	1.199300	\$30,705	\$30,705	\$368.25
SST	SOUTH TEXAS SCHOOL	0.049200	\$30,705	\$30,705	\$15.11
W14	UNITED IRR WTR DIST	0.000000	\$30,705	\$30,705	\$0.00
Total Tax Rate:		2.534600			
Taxes w/Current Exemptions:					\$778.25
Taxes w/o Exemptions:					\$778.25

Improvement / Building

No improvements exist for this property.

Land

#	Type	Description	Acres	Sqft	Eff Front	Eff Depth	Market Value	Prod. Value
1	AC	ACREAGE	0.5000	21780.00	0.00	0.00	\$30,705	\$0

Roll Value History

Year	Improvements	Land Market	Ag Valuation	Appraised	HS Cap	Assessed
2021	\$0	\$36,261	0	36,261	\$0	\$36,261
2020	\$0	\$30,705	0	30,705	\$0	\$30,705
2019	\$0	\$30,705	0	30,705	\$0	\$30,705
2018	\$0	\$30,705	0	30,705	\$0	\$30,705
2017	\$0	\$30,705	0	30,705	\$0	\$30,705
2016	\$0	\$30,705	0	30,705	\$0	\$30,705
2015	\$0	\$21,537	0	21,537	\$0	\$21,537
2014	\$0	\$21,537	0	21,537	\$0	\$21,537
2013	\$0	\$21,537	0	21,537	\$0	\$21,537
2012	\$0	\$21,537	0	21,537	\$0	\$21,537
2011	\$0	\$21,537	0	21,537	\$0	\$21,537
2010	\$0	\$21,537	0	21,537	\$0	\$21,537
2009	\$0	\$21,537	0	21,537	\$0	\$21,537
2008	\$0	\$21,537	0	21,537	\$0	\$21,537
2007	\$0	\$24,415	0	24,415	\$0	\$24,415

Deed History - (Last 3 Deed Transactions)

#	Deed Date	Type	Description	Grantor	113	Grantee	Volume	Page	Deed Number

1	8/25/2020	TXD	TAX/RESALE DEED	SANCHEZ GUADALUPE	HIDALGO COUNTY TRUSTEE	3144730
2				SANCHEZ JESUS	SANCHEZ GUADALUPE	
3	10/26/2011	WD	WARRANTY DEED	GARCIA GILBERTO & ANA JULIA	SANCHEZ JESUS	2252408

Tax Due

Property Tax Information as of 03/08/2021

Amount Due if Paid on: 

Year	Taxing Jurisdiction	Taxable Value	Base Tax	Base Taxes Paid	Base Tax Due	Discount / Penalty & Interest	Attorney Fees	Amount Due
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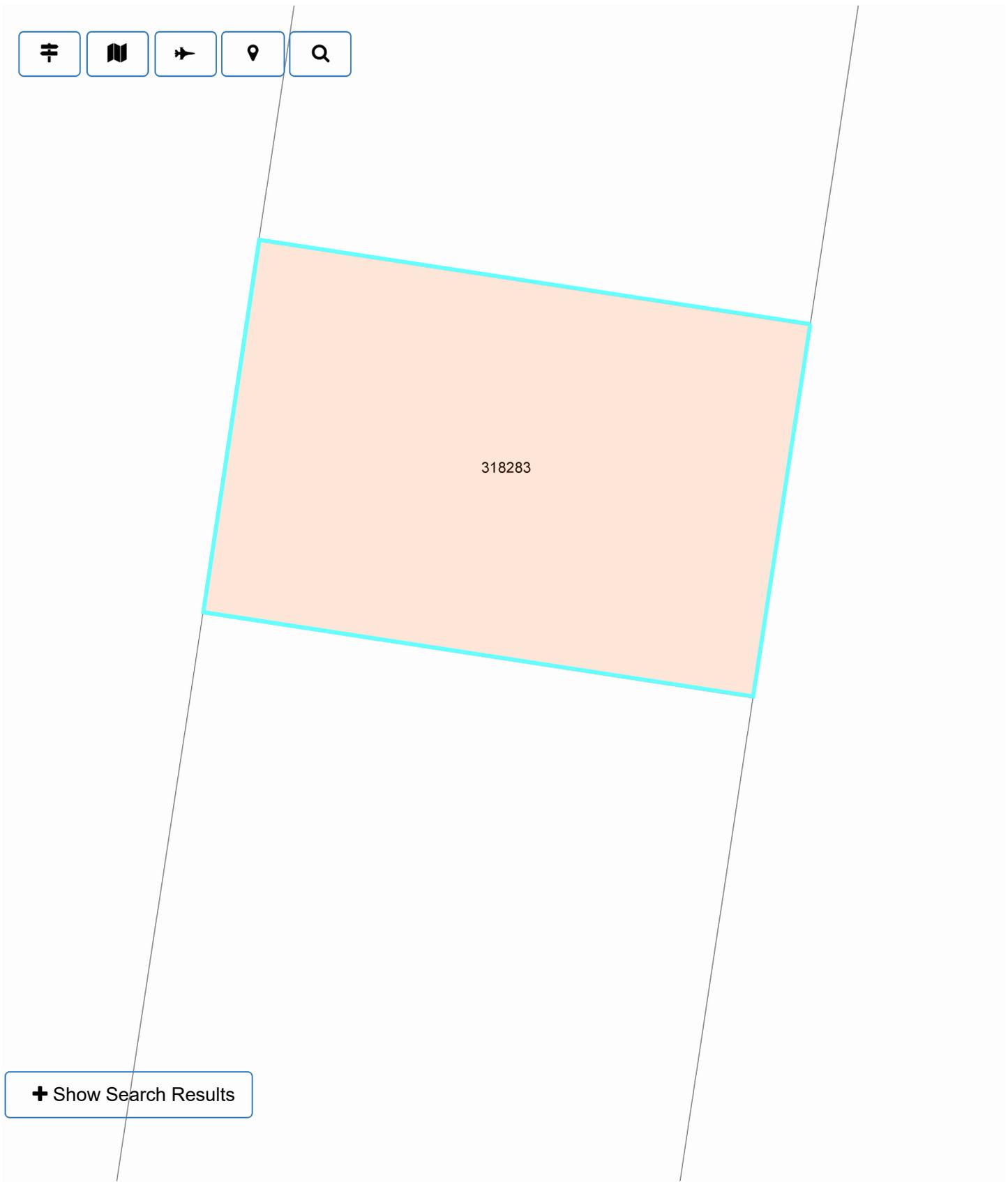
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Questions Please Call (956) 381-8466 

Website version: 1.2.2.31

Database last updated on: 3/7/2021 9:11 PM

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318283

+ Show Search Results

10m
40ft

115

NO PHOTO AVAILABLE

SUBJECT: District Staff Summer Schedule

PRESENTER: Lorena Garcia, Assistant Superintendent for Human Resources & Student Services

BACKGROUND INFORMATION:

The District’s administration office has traditionally changed its work hours for the summer to provide for maintenance work to be done, provide more efficient use of our facilities, and to allow our employees longer weekends. The Operations Division Departments also follows the 4 ten-hour workdays.

ADMINISTRATIVE CONSIDERATIONS:

Administration recommends a four-day workweek for the period of June 14th through August 6, 2021. Central Office will be closed from June 25th through July 12th since 226-day staff will be on non-working days. Operations will also be working 4 ten-hour days to coincide with Central Office Summer schedule for their scheduled work weeks. The schedule is as follows:

Work Week	Work Days		Times	Total Work Hours
June 14 – June 17	Monday – Thursday	Friday Off	7:30am - 6:00pm	10 hours per day
June 21 – June 24	Monday – Thursday	Friday Off	8:00am - 5:00pm	8 hours per day
June 25 – July 12	Closed	Closed	Closed	Closed
July 13 – July 16	Tuesday – Friday	1st week back	8:00am - 5:00pm	8 hours per day
July 19 – July 22	Monday – Thursday	Friday Off	7:30am - 6:00pm	10 hours per day
July 26 – July 29	Monday – Thursday	Friday Off	7:30am - 6:00pm	10 hours per day
August 2 – August 5	Monday – Thursday	Friday Off	7:30am - 6:00pm	10 hours per day

The regular workweek will resume on August 9, 2021.

FUNDING SOURCE AND AMOUNT:

N/A

RECOMMENDATION:

This item is for information purposes only. No Board action is required.

CONTACT PERSON (S):

Lorena Garcia, Assistant Superintendent for Human Resources & Student Services
Dr. Sharon Roberts, Assistant Superintendent for Curriculum & Instruction
Rumalda Ruiz, Assistant Superintendent for Finance

SUBJECT: Personnel Employments, Resignations, Transfers and Compensation Changes

PRESENTER: Dr. Carol G. Perez, Superintendent

BACKGROUND INFORMATION

Professional employees and support staff members have been employed by the Mission Consolidated Independent School District. Employees requested and were granted transfers that affected their campus, position title and/or pay grade, or were reassigned, which affected their campus, position title and/or pay grade.

Letters of resignation and letters of retirement were received from Mission CISD employees.

Changes in compensation to employees after performance on the contract or duties for the job assignment have begun (subsequent to the April 14, 2021, report to the Board) are also included, as an addendum, for staff members.

FUNDING SOURCE:

See Attachments

RECOMMENDATION:

No recommendation or action required. For Information Only.

CONTACT PERSON(S):

Lorena Garcia, Deputy Superintendent for Support Services