

El Paso Independent School District  
Minutes of Board Investigative Services Committee Meeting  
September 12, 2001  
9:00 a.m.  
Education Center-Boeing

Present: Dr. Gene Finke, Board Vice President, Board Investigative Services Committee Chairperson  
Mr. Dan Wever, Board President  
Mr. Joe Rosales, Board Member

Administration: Dr. Gilberto Anzaldua, Superintendent  
Mrs. Linda Corral, Associate Superintendent, Middle School Division  
Ms. Marsha Lawler, Executive Director, External Funding  
Mr. Luis Villalobos, Executive Director, Communications and Business Partnerships

Guests: Mr. David Marcus, Marcus, Fairall, Bristol & Co., LLP, District Forensic Auditors

The meeting was called to order at 9:51 a.m. by Dr. Finke.

The topics discussed were as follows:

1. Results of Special Education Review Conducted by Marcus, Fairall, Bristol & Co., LLP and Edge, McLagan, Nugent & Co., P.C. (Item #1, A.)
  - a. Overview of review
    - i. interviews from Directors down
    - ii. no names used in report
    - iii. report available week of September 17, 2001
  - b. Conclusions
    - i. problems at upper level of administration/Executive Director (personnel issues not included in final report)
    - ii. things not done, money not spent, problems not addressed
    - iii. serious communication problems – bottom up and top down
    - iv. cumbersome ARD (admission, review and dismissal) process
    - v. lack of communication between Executive Director and Technology and Information Systems
    - vi. problems with pulling teachers out of classroom for ARDs/children left with less-than-qualified instructors
      - i. teacher shortage in classrooms
    - vii. financial commitment needed to upgrade ARD process
    - viii. morale problems with staff
  - c. Recommendations
    - i. more focus needed on services to students rather than on compliance
    - ii. system of communication and follow up

- iii. use of technology in ARDs
    - iv. review of ARDs and requirements for ARDs
    - v. possibility of having a technology person as connection to TIS (not just for Special Education but for all departments)
    - vi. reduction in the level of required paperwork
  - d. Special Education Task Force to respond to recommendations in final report
  - e. Meeting with staff from Special Education, Technology and Information Systems, and Finance
  - f. Public presentation of report at Board meeting by Mr. David Marcus
  - g. Follow up reports to Board on status of implementation of recommendations
    - i. reports from Superintendent to Board every 60 days at Board meetings (demonstrating that District followed through on report and its recommendations)
    - ii. reports to be made line by line, item by item
    - iii. reconvene interviewees to discern reaction to changes
2. Possible Review of EPISD Workers' Compensation Program by Marcus, Fairall, Bristol & Co., LLP and Edge, McLagan, Nugent & Co., P.C. (Item #1, B.)
- a. Concerns
    - i. spikes in costs
    - ii. categories of employees with injuries
    - iii. management of program
  - b. Possibility of reducing claims
  - c. Wellness and safety programs
  - d. Recommendations
    - i. statistical review of large claims
    - ii. seasonality of claims
    - iii. program management
    - iv. overview of system and provide a special procedures report
    - v. administration to provide information for review so recommendation on type of review can be made
  - e. Report to be brought to the Board in approximately ten days

### Meeting Adjourned

The meeting was adjourned at 11:04 a.m.

Date Approved: November 13, 2001