

Minutes of Meeting of Board of Trustees
El Paso Independent School District
May 28, 2002
5:00 p.m.
Education Center-Boeing

Present: Mr. Dan Wever, President¹
Dr. Gene Finke, Vice President²
Miss Leonor Garcia, Secretary
Mr. Sal Mena, Jr.
Dr. Charles Roark
Mr. Joe Rosales³
Mr. Richard Telles
Dr. Gilberto Anzaldúa, Superintendent
Mr. Anthony Safi, School District Attorney

In the absence of the Board President and Vice President, the meeting was called to order at 5:06 p.m. by Miss Garcia. The Pledge of Allegiance was led by Ms. Fara Green, Director, Gifted and Talented. Mr. Luis Villalobos, Executive Director, Communications and Business Partnerships, gave the Thought for the Day.

Arrival of Board Members

Mr. Wever arrived at 5:08 p.m., Dr. Finke arrived at 5:09 p.m., and Mr. Rosales arrived at 5:10 p.m.

Recognition of Judy Maddox, EPISD Volunteer, for Being Named "Hero for Children" by the State Board of Education (Item #1)

Ms. Judy Maddox, EPISD volunteer, was recognized by the Board of Trustees and the Superintendent for being named a "Hero for Children" by the State Board of Education because of her outstanding volunteer service to the students of the community.

Awards to May 2002 Employees of the Month (Item #2)

Ms. Patti Gallegly, Student Activities Manager at Franklin High School, was recognized by the Board of Trustees as May 2002's Certified Employee of the Month; and Ms. Rosemary Garduno, paraprofessional at Burleson Elementary School, was recognized as May 2002's Non-Certified Employee of the Month. Each was presented with an engraved plaque and a check in the amount of \$150.00.

¹ Mr. Wever arrived at 5:08 p.m., during the Thought for the Day.

² Dr. Finke arrived at 5:09 p.m., during the recognition on Item No. 1.

³ Mr. Rosales arrived at 5:10 p.m., during the recognition on Item No. 1.

Public Forum (Item #3)

The following person requested to speak on Open Forum:

1. Ms. Deanna de la Cruz, coach at Andress High School, spoke in favor of an increase in coaches' compensation.

Consent Agenda (Item #4)

The following items were pulled from the Consent Agenda for discussion as follows:

- Dr. Roark - Item 4, B., Proposed Board Policy BP (Local), Administrative Regulations
Item 4, C., 1., Revisions to Board Policies – CV (Local), Facilities Construction
Item 4, G., Approval of Budget Amendments
- 5.) Carl D. Perkins Basic Grant Formula for Career and Technology Education (\$61,994.00)
 - 6.) ESEA Title VI Class Size Reduction (\$310,000.00)
 - 7.) ESEA Title VI Innovative Grant Program (\$30,000.00)
 - 8.) Texas After-School Initiative for Middle Schools – Canyon Hills, Cordova, Guillen, Hornedo, MacArthur, Magoffin, Richardson, Terrace Hills, and Wiggs Middle Schools (\$168,750.00)
- Item 4, H., Bids and Purchase Orders Requiring Board Approval
- 7.) Truck Bid #56-02 (\$52,200.00)
 - 8.) "Read 180" Software Program for Bowie High School, Purchase Order No. 238045 (\$27,825.00)
 - 10.) UTEP (University of Texas at El Paso) Advanced Placement Summer Institute Training, Purchase Order Nos. 240858 and 241466 (\$28,955.00)
 - 11.) Balanced Literacy Institute Training, Purchase Order No. 242261 (\$19,250.00)

Questions on Proposed Board Policy BP (Local), Administrative Regulations (Item #4, G.)

Dr. Roark questioned the policy language related to the Superintendent delegating the authority to develop Administrative Regulations. Dr. Anzaldúa explained the procedure followed for all Administrative Regulations, which is reviewed and approved by the Superintendent.

Questions on Revisions to Board Policies – CV (Local), Facilities Construction (Item #4, C., 1.)

Dr. Roark expressed concerns with language in subheading "Construction Contracts" related to lesser expenditures for construction and construction-related materials or services being at the discretion of the Superintendent or designee, emergency contracts being reported to the Board as an information item, and contracts at or between \$5,001.00 and \$14,999.00 being reviewed and approved by the Superintendent. He inquired about whether these situations would be reported to the Board before or after the fact. Dr. Anzaldúa advised that it would be an after-the-fact informational item to the Board.

Dr. Roark also questioned the final sentence in the subheading "Final Payment" which authorizes the Superintendent or designee to approve final payments on contracts valued at less than \$100,000.00 and expressed concern with the Superintendent delegating this responsibility to a designee. Mr. Hector Martinez, Associate Superintendent, Operations, reviewed the authorization process on final payments.

Questions on Approval of Budget Amendments (Item #4, G.)

Carl D. Perkins Basic Grant Formula for Career and Technology Education (\$61,994.00) (Item #4, G., 5.)

Dr. Roark requested information on the computer hardware that was being purchased. Ms. Rosa Gandara, Director, Career and Technology Education, advised that the funding was for miscellaneous items including computer software and hardware for the Technology Education program at Chapin High School and Business Education labs at El Paso High School.

ESEA Title VI Class Size Reduction (\$310,000.00) (Item #4, G., 6.)

Dr. Roark inquired about the number and kind of laptops that are being purchased for District staff to use during recruiting visits. Mr. Charles Tafoya, Associate Superintendent, Human Resources, advised that the laptops can be any brand and that the hardware recommended by Technology and Information Systems will be purchased. He stated that the laptop computers will be used primarily in the actual recruitment to demonstrate the Promotional Recruiting CD (compact disc) and distributed throughout the different workstations in the Human Resources Office to interface with the on-line application system.

ESEA Title VI Innovative Grant Program (\$30,000.00) (Item #4, G., 7.)

Dr. Roark requested clarification on the statement that there is the need to correct salaries and benefits for teachers paid from Title VI, Innovative Program. Ms. Marsha Lawler, Executive Director, External Funding, advised that an adjustment is needed because a teacher in the Title VI, Innovative Program left EPISD and moved to another school district, and that there was no correction of an error.

Texas After-School Initiative for Middle Schools – Canyon Hills, Cordova, Guillen, Hornedo, MacArthur, Magoffin, Richardson, Terrace Hills, and Wiggs Middle Schools (\$168,750.00) (Item #4, G., 8.)

Dr. Roark requested clarification on the statement that the program must take place after the regular school day and be completed by the last student school day of the year and why this item was just now coming to the Board since the last student school day was already passed. Ms. Marsha Lawler, Executive Director, External Funding, advised that salaries will still be paid because teachers stayed after school to work the program at the middle school sites. In addition there will be bills for supplies after the last student day of school.

Questions on Bids and Purchase Orders Requiring Board Approval (Item #6, H.)

Truck Bid #56-02 (\$52,200.00) (Item #6, H., 7.)

Dr. Roark questioned why only one bid was submitted. Mr. Terry Freiburg, Director, Purchasing, advised that the bid was advertised in the local newspaper and copies of the bid were mailed to the local dealerships and two vendors returned the bids with the notation "No Bid."

"Read 180" Software Program for Bowie High School, Purchase Order No. 238045 (\$27,825.00) (Item #4, H., 8.)

Dr. Roark inquired about the implementation of the "Read 180" Program. Mr. Samuel Villarreal, Principal, Jefferson High School, and Mr. Mark Rupcich, Principal at Irvin High School, provided information on the "Read 180" Program, which is a reading recovery program from Scholastic, Inc. They advised that the program targets ninth graders, at-risk students, ESL (English as a second language) students, and any student identified as a slow reader.

UTEP (University of Texas at El Paso) Advanced Placement Summer Institute Training, Purchase Order Nos. 240858 and 241466 (\$28,955.00) (Item #4, H., 10.) and Balanced Literacy Institute Training, Purchase Order No. 242261 (Item #4, H., 11.)

Dr. Roark inquired about the selection of teachers that will attend the training sessions. Ms. Fara Green, Director, Advanced Academic Services, Gifted and Talented, advised that the institute information was sent to the Guidance and Instruction assistant principals and the institute was for those teachers assigned to teach pre-advanced placement and advanced placement courses and other teachers who were interested in attending the training this summer.

It was moved by Dr. Roark, seconded by Mr. Rosales, and carried unanimously that the items on the Consent Agenda be approved as listed including any recommended vendors for any amounts indicated. Mr. Mena was not present for the vote.

A. Approval of Minutes

1. March 5, 2002, Board Finance Committee Meeting; March 12, 2002, Board School Name Committee Meeting; and March 26, 2002, Board's Compensation Committee Meeting
2. March 12, 2002, and March 26, 2002, Meetings of the Board of Trustees

The Board approved the minutes of the March 5, 2002, Board Finance Committee meeting; March 12, 2002, Board School Name Committee meeting; and March 26, 2002, Board's Compensation Committee meeting; and the March 12, 2002, and March 26, 2002, meetings of the Board of Trustees.

B. Proposed Board Policy BP (Local), Administrative Regulations

The Board approved Board Policy BP (Local), Administrative Regulations, as presented (copy attached to the permanent file of these minutes).

C. Revisions to Board Policies

1. CV (Local), Facilities Construction
2. EIC (Local), Academic Achievement: Class Ranking

The Board approved the revisions to Board Policies CV (Local), Facilities Construction, and EIC (Local), Academic Achievement: Class Ranking, as presented (copies attached to the permanent file of these minutes).

D. Approval of Subcontract Agreement Between EPISD and Reading Is Fundamental, Inc. (\$29,317.00)

The Board approved the subcontract agreement between the EPISD and Reading Is Fundamental, Inc. for the purchase of books at 25 percent of the actual cost and for the purchase of additional books at discounted prices, for an approximate total amount of \$29,317.00.

E. Approval of Title I Schoolwide Campus Designation Waiver under Federal Education Flexibility Demonstration Program (Ed-Flex) at Western Hills Elementary School

The Board approved the submission of the Application for Waiver under the Federal Education Flexibility Demonstration Program (Ed-Flex) for Western Hills Elementary School so Title I funding for this campus can be designated as Schoolwide rather than Targeted Assistance.

F. Request for Waiver from Texas Education Agency – Bonham, Burleson, Burnet, Coldwell, Collins, Douglass, Dowell, Fannin, Hillside, Johnson, Lee, Mesita, Moreno, Newman, Dr. Nixon, Schuster, and Western Hills Elementary Schools and MacArthur Middle School

The Board approved the requests from Coldwell, Collins, Dowell, Johnson, Lee, Mesita, Moreno, Newman, Schuster, and Western Hills Elementary Schools to request a waiver from the Texas Education Agency for an exemption of the seven-hour day one Friday per month; Burleson, Douglass, Hillside, and Dr. Nixon Elementary Schools for an exemption of the seven-hour day every Wednesday; and Bonham, Burnet, and Fannin Elementary Schools; and MacArthur Middle School for an exemption of the seven-hour day every Friday, all for the purposes of staff development and teacher collaboration.

G. Approval of Budget Amendments

The Board approved the following amendments to the 2001-02 fiscal year budget:

1. Austin High School (\$3,400.00). The purpose of this item is to amend the Austin High School budget in the amount of \$3,400.00. Hector Muñoz, Principal at Austin, requested this amendment in a memo dated May 7, 2002. This amendment transfers funds from General Supplies to Professional Services for the implementation of an interdisciplinary team for ninth-grade students and to provide them with the program “Seven Habits of Highly Effective Teens.”

2. Guillen Middle School (\$2,000.00). The purpose of this item is to amend the Guillen Middle School budget in the amount of \$2,000.00. Rosa Lovelace, Principal at Guillen, requested this amendment in a memo dated May 8, 2002. This amendment transfers funds from Maintenance, Building Purchase to Instructional Miscellaneous Operating cost. These funds are no longer needed in Maintenance and would better serve the students to cover the cost of awards for an end-of-year student recognition.
3. Houston Elementary School (\$194.00). The purpose of this item is to amend the Houston Elementary School budget in the amount of \$194.00. Elco Ramos, Principal at Houston, requested this amendment in a memo dated May 9, 2002. This amendment transfers funds from Counseling and Health Services to Instructional Supplies. The transfer will allow the purchase of additional supplies for student academic achievement.
4. Roberts Elementary School (\$3,885.00). The purpose of this item is to amend the Roberts Elementary School budget in the amount of \$3,885.00. Julio Ramirez, Principal at Roberts, requested this amendment in a memo dated April 3, 2002. This amendment transfers funds from Employee Travel and Rentals to Instructional Supplies for the purchase of reading materials and furniture items.
5. Carl D. Perkins Basic Grant Formula for Career and Technology Education (\$61,994.00). The purpose of this item is to increase the Carl D. Perkins Basic Grant Formula for the Career and Technology Education budget in the amount of \$61,994.00. Rosa Gandara, Director of Career and Technology Education, requested this amendment in a memo dated May 7, 2002. The funds will be used to purchase a CNC milling machine, which was approved by the Board of Trustees on April 8, 2002; instructional materials, including software upgrades and some computer hardware to be used in the Technology Education program at Chapin High School and other high schools; and counseling materials such as student portfolios and brochures. The Texas Education Agency approved the increase to the Notice of Grant Award on March 26, 2002.
6. ESEA Title VI Class-Size Reduction (\$310,000.00). The purpose of this item is to amend the ESEA Title VI Class-Size Reduction budget in the amount of \$310,000.00. Marsha Lawler, Executive Director of External Funding, requested this amendment in a memo dated May 10, 2002. The Title VI Class-Size Reduction program can be used to recruit and hire highly qualified teachers and to promote high quality teaching through professional development and enrichment opportunities. This amendment will allow the District to contract for the design of a CD (compact disc) that will help attract prospective teachers to the District; the purchase of software and the provision of training to District staff in the use of an on-line application system; the purchase of laptop computers for District recruiting staff to carry with them on recruiting visits; and provide the opportunity for District teachers, particularly new teachers, to take advantage of summer training activities, both in and out of town. These activities are allowed under Title VI Class-Size Reduction program guidelines.

7. ESEA Title VI Innovative Grant Program (\$30,000.00). The purpose of this item is to amend the ESEA Title VI Innovative Grant budget in the amount of \$30,000.00. Marsha Lawler, Executive Director of External Funding, requested this amendment in a memo dated May 8, 2002. This amendment will transfer funds for stipends for teachers to write curriculum for innovative programs during the summer and to correct salaries and benefits for teachers paid from Title VI Innovative Programs. This transfer request is within the guidelines established by the Texas Education Agency.
8. Texas After-School Initiative for Middle Schools – Canyon Hills, Cordova, Guillen, Hornedo, MacArthur, Magoffin, Richardson, Terrace Hills, and Wiggs Middle Schools (\$168,750.00). The purpose of this item is to set up the budget for the continuation of funding for the Texas After-School Initiative for Middle Schools grant in the amount of \$168,750.00. Marsha Lawler, Executive Director for External Funding, requested this amendment in a memo dated April 30, 2002. The Texas Education Agency approved this grant on March 20, 2002. The purpose of the grant is to serve middle school students who are at risk of academic failure and/or of committing juvenile offenses. Each middle school campus program is required to include an academic-based curriculum linked to the Texas Essential Knowledge and Skills (TEKS), a character/citizenship education component, and a plan for parental/mentor involvement. The program must take place after the regular school day and be completed by the last student school day of the year.
9. Texas School Library Matching Funds (\$18,853.20). The purpose of this item is to set up the budget for the Texas School Library Funds in the amount of \$18,853.20. Sharon Carr, Facilitator for Library Learning Resources, requested this amendment in a memo dated May 8, 2002. The allocation is based on the number of students reported by PEIMS in October 2001; each district receives 30 cents per student if the district has spent at least \$1.00 per student out of local funds for library services. These funds will be used to purchase reference materials, books, media, or local history materials for each District library. The Texas Education Agency approved the Notice of Grant Award on May 3, 2002, and the District received notification on May 10, 2002.
10. Fine Arts (\$23,186.00). The purpose of this item is to amend the Fine Arts budget in the amount of \$23,186.00. Al Mendez, Director of Fine Arts, requested this amendment in a memo dated April 30, 2002. This amendment transfers funds from Student Travel to General Supplies for the purchase of instruments and supplies. This equipment needs to be ordered in June 2002 in order to be available for students at the beginning of the school year.

H. Bids and Purchase Orders Requiring Board Approval

The Board approved the following bids and purchase orders to the recommended vendors for the amounts indicated:

1. Audio Visual Lamp/Cassette Video Bid 37-02 (\$24,883.52) was awarded to the following vendors in the amounts indicated: Audio Visual Aids, Item 10, \$689.04; Aves Audio Visual, Items 1 and 4-7, \$7,739.00; Du Motion, Items 9 and 11-14, \$11,859.48; and Office Depot, Items 2 and 3, \$4,596.00, for a total amount of \$24,883.52 (copy of bid tabulation attached to the permanent file of these minutes).

2. Pen, Pencil, and Visual Aid Pens Bid #43-02 (\$40,957.32) was awarded to the following vendors in the amounts indicated: Pen-O-Rama, Items 11-19, \$29,886.24, net; Pyramid, Items 8 and 21-15, \$3,447.00, net; and Standard Stationery Supply, Items 1-7, 9, 10, and 20, \$7,624.08, net, for a total amount of \$40,957.32 (copy of bid tabulation attached to the permanent file of these minutes).
3. Pre-Collated Carbonless Paper Bid #44-02 (approx. \$94,084.95) was awarded to Desert Paper & Envelope Co. in the amount of \$902.80 and Spectrum Paper in the amount of \$93,182.15 for a total amount of \$94,084.95, with \$70,563.71 being subject to the approval of the 2002-03 preliminary budget (copy of bid tabulation attached to the permanent file of these minutes).
4. Tortilla Bid #50-02 (approx. \$86,012.40) was awarded to Isabella Foods, the low bidder, for the estimated annual amount of \$86,012.40 with net terms, subject to the approval of the 2002-03 preliminary budget (copy of bid tabulation attached to the permanent file of these minutes).
5. Dairy/Orange Juice Products Bid #51-02 (approx. \$2,209,376.42) was awarded to Farmer's Dairies, the low bidder, for the estimated annual amount of \$2,209,376.42, subject to the approval of the 2002-03 preliminary budget (copy of bid tabulation attached to the permanent file of these minutes).
6. Bakery Products Bid #52-02 (approx. \$452,608.50) was awarded to Flowers Baking Co. of El Paso, the low bidder, for the estimated annual amount of \$452,608.50 with net terms, subject to the approval of the 2002-03 preliminary budget (copy of bid tabulation attached to the permanent file of these minutes).
7. Truck Bid #56-02 (\$52,200.00) was awarded to Casa Ford in the amount of \$52,200.00 (copy of bid tabulation attached to the permanent file of these minutes).
8. "Read 180" Software Program for Bowie High School, Purchase Order No. 238045 (\$27,825.00), was approved for purchase from Scholastic, Inc., the sole source, in the amount of \$27,825.00 (copy of purchase order attached to the permanent file of these minutes).
9. Software for Career and Technology Education, Purchase Order No. 240665 (\$35,091.00), was approved for purchase from Software House International (SHI), on the State's Department of Information Resources (DIR) Agreement #313-001A, in the amount of \$35,091.00 (copy of purchase order attached to the permanent file of these minutes).
10. UTEP (University of Texas at El Paso) Advanced Placement Summer Institute Training, Purchase Order Nos. 240858 and 241466 (\$28,955.00), was approved from UTEP (University of Texas at El Paso), the sole source, in the amount of \$28,955.00 (copy of purchase order attached to the permanent file of these minutes).
11. Balanced Literacy Institute Training, Purchase Order No. 242261 (\$19,250.00), was approved from Balanced Literacy Institute, the sole source, in the amount of \$19,250.00 (copy of purchase order attached to the permanent file of these minutes).

Public Complaint by Discount Computer Supplies Regarding Printer Ribbon & Toner Cartridge Bid #24-02 Awarded on April 30, 2002 (Item #5)

The following person requested to speak to this item:

1. Mr. Mike Wendt declined the opportunity to speak.

Mr. Les Pollak, Owner, Discount Computer Supplies, advised that he had viewed the video tape of the April 30, 2002, Board meeting at which time the Board awarded Printer Ribbon & Toner Cartridge Bid #24-02. He stated that he realized his company had not done business with the District in the past but that his bid would save the District over \$15,000.00. He commented on the quality of the remanufactured toner cartridges provided by his company; the cartridge defect rate; the process followed to produce the remanufactured cartridge; and the Board's desire to keep the contract in El Paso and the \$15,000.00 savings of his bid keeping the money in El Paso. Mr. Pollak stated that his company provides the highest quality product at the most affordable price and includes a lifetime guarantee plus a warranty for any equipment damaged by any of the product.

Mr. Safi reviewed the eight factors that may be considered by the Board of Trustees in determining the award of a purchase contract as stated in §44.031(b) of the Texas Education Code.

There was discussion on known facts and business practices of local companies versus those unknowns of the out-of-state company; the advantages of using local vendors; and whether a \$15,000.00 savings is significant under the circumstances.

No action was taken by the Board of Trustees, pursuant to Board Policy GF (Local), with the lack of official action on the public complaint by the Board upholding the decision to deny the relief requested.

Public Complaint by Mr. and Mrs. Benjamin Griggs Requesting a Waiver of Board Policy to Allow Foreign Exchange Students Not Completing Graduation Requirements to Participate in Graduation Ceremonies (Item #6)

Mr. John Doran, Associate Superintendent, High Schools, provided information on the public complaint filed by Mr. and Mrs. Benjamin Griggs. In the complaint, Mr. and Mrs. Griggs, host parents of a foreign exchange student from Mongolia, requested that the student be permitted to walk in the graduation ceremonies at Jefferson High School even though she is not receiving a diploma from the EPISD. Mr. Doran advised that the request was denied pursuant to Board Policies EIG, Academic Achievement: Commencement, and FD (Regulation), Admissions and Attendance. Mr. Doran provided the qualification statement recited by the high school principals declaring that all students have met the graduation requirements.

Mr. Wever inquired about the ramifications of a student who does meet graduation requirements being allowed to walk in a graduation ceremony. Mr. Safi advised that a statement of exception would need to be announced such as a change in the statement made by the principal or a footnote in the program. Dr. Anzaldua stated that the District follows the requirements of Board Policy, the Texas Education Agency, and the Southern Association of Schools.

There was discussion on the specific language in policy related to participation in graduation ceremonies; the credit requirements needed for graduation; and the majority of foreign exchange students in EPISD high schools that attend for the cultural experience and opt not to earn a diploma.

Mrs. Griggs provided information on the student attending Jefferson High School for her senior year. She expressed dismay that the student will not be allowed to walk in Jefferson's graduation ceremony while her fellow foreign exchange students who are attending schools in the Socorro and Ysleta Independent School Districts will be allowed to participate in their graduation ceremonies. Mrs. Griggs appealed to the Board that the policy be waived so that foreign exchange students can participate in graduation ceremonies.

Discussion continued on what requirements had been met by the Jefferson High School foreign exchange student; administration adhering to Board policy; and there being two types of foreign exchange students.

It was moved by Mr. Telles and seconded by Dr. Roark that the Board waive Board Policies EIC (Local) , Academic Achievement: Commencement, and FD (Regulation), Admissions and Attendance, and allow the foreign exchange student to participate in the graduation ceremony at Jefferson High School.

There was further discussion on the number of foreign exchange students that would be affected if their host parents had made similar requests to the Board of Trustees and revising policy to address future foreign exchange students' participation in graduation ceremonies.

Upon the vote, the motion carried with Miss Garcia voting against the motion. Mr. Rosales was not present for the vote.

Reconsideration of Board's Action on April 9, 2002, Regarding 2002-03 Instructional School Calendar and Approval of Modified 2002-03 Instructional School Calendar (Item #8) and Approval of Sixth Grade Students at Bassett, Cordova, Guillen, Henderson, Lincoln, and Ross Middle Schools Beginning and Ending Every School Year One Day Earlier than Other Students (Item #7)

It was moved by Dr. Roark and seconded by Dr. Finke that the Board reconsider the motion approved on April 9, 2002, regarding the 2002-03 Instructional School Calendar and approve the modified 2002-03 Instructional School Calendar as presented by the administration.

Ms. Marsha Lawler, Executive Director, External Funding, and Ms. Linda Corral, Associate Superintendent, Middle Schools, provided information on item no. 7, Approval of Sixth Grade Students at Bassett, Cordova, Guillen, Henderson, Lincoln, and Ross Middle Schools Beginning and Ending Every School Year One Day Earlier than Other Students, regarding sixth-grade students being allowed to begin classes one day earlier and finish one day earlier. They advised that the modified calendar being proposed would require that the first day of instruction for these sixth grade students be the same as other students unless the Texas Education Agency (TEA) approves a waiver for those students to begin earlier. It was requested that the Board approve the modified calendar pending TEA approving the waiver for dates for six graders. If the waiver request is rejected, all students will begin on August 19, 2002.

Dr. Roark amended his motion to include pending approval by the Texas Education Agency (TEA) of the special arrangements for some sixth graders, with the understanding that a rejection by the TEA will mean that those students will begin school on August 19, 2002, with all other students.

The amended motion reads as follows:

that the Board reconsider the motion approved on April 9, 2002, regarding the 2002-03 Instructional School Calendar and approve the modified 2002-03 Instructional School Calendar as presented by the administration, pending approval by the Texas Education Agency (TEA) of the special arrangements for some sixth graders, with the understanding that a rejection by the TEA will mean that those students would begin school on August 19, 2002, with all other students.

Upon the vote, the motion, as amended, carried with Mr. Mena voting against the motion.

Approval of Proposed School Attendance Zone Boundary Changes for Charles and Richardson Middle Schools (Item #9)

It was moved by Dr. Roark, seconded by Mr. Mena, and carried unanimously that the attendance zone boundaries for Charles and Richardson Middle School in Northeast El Paso be approved effective the 2002-03 school year as recommended and presented by the Boundary Review Committee and the administration (copy of boundary line details attached to the permanent file of these minutes).

Modification to Texas Department of Information Resources (DIR) Proposal on a Districtwide Wireless Solution for Data and Internet Transmission to Portable Buildings Approved by Board of Trustees on January 9, 2001 (Purchase Order No. 24407, \$76,342.63) (Item #10)

Mr. Jack Johnston, Executive Director, Technology and Information Systems, provided information on the original proposal approved by the Board on January 9, 2001, to provide network connectivity to all portable classrooms in the District. He stated that at the time of the Year 4 E-Rate application, 408 portable classrooms were in place and the application requested funding for all of the portables. The original requested amount was \$2,329,272.167, and the Schools and Libraries Division (SLD) funded the campuses at 90 percent free/reduced level or above, which equated to 28 eligible schools in the amount of \$763,426.30. Mr. Johnston advised that due to the difference between the requested and funded amounts, it was decided that a wireless network would be provided for the 28 designated campuses and that cabling of the portables would be deferred to Year 5 E-Rate funding.

Mr. Johnston stated that the Texas Department of Information Resources (DIR)-designated provider was changed from the time of the original application. Once the funding award was announced, the District learned that the provider was changed to AVNET Computer Marketing.

It was moved by Mr. Wever, seconded by Mr. Rosales, and carried unanimously that the Board approve the modification of the Texas Department of Information Resources (DIR) proposal on a Districtwide wireless solution for Internet transmission to portable buildings in the amount of \$2,329,272.16, as approved by the Board on January 9, 2001, and approve the purchase of a wireless network within 28 campuses approved for Year 4 E-Rate funding by the Schools and Libraries Division (SLD) from AVNET Computer Marketing, the DIR-designated provider, in the amount of \$763,426.30, with the District's portion of the funding being \$76,342.63 (Purchase Order No. 240007) or 10 percent of the cost.

Approval of Year 4 E-Rate Video Equipment Procurement (Statement of Work #7) (Item #11)

A. Purchase of Video Equipment

It was moved by Mr. Mena, seconded by Mr. Rosales, and carried unanimously that video equipment, included in Year 4 E-Rate Statement of Work #7, be approved for purchase from BNI solutions, the sole source, in the amount of \$1,474,039.70.

B. Purchase of Network Electronics for Video Equipment

It was moved by Mr. Mena, seconded by Dr. Finke, and carried unanimously that network electronics for the video equipment, included in the Year 4 E-Rate Statement of Work #7, be approved for purchase from Amherst Corporate Computers, the lowest quote, in the amount of \$92,953.00.

Approval of Network Servers for Support of Year 4 E-Rate Projects – Server Upgrade, Web and File Server, and E-Mail (\$29,230.81) (Item #12)

It was moved by Mr. Mena, seconded by Dr. Finke, and carried unanimously that the Board approve the purchase of two Netware servers and the associated hardware which will support Year 4 E-Rate projects, through the Texas Department of Information Resources (DIR) purchasing process, from Dell Computer in the amount of \$29,230.81, with funding to be obtained from E-Rate contingency funds approved by the Board on December 11, 2001.

Approval of Submission of Telecommunications Infrastructure Fund Board (TIFB) Alternative Campus Grant (PS11) – Silva Magnet High School for Health Care Professions; Telles Academy; JJAEP Middle School; and Delta Academy (Item #13)

It was moved by Mr. Mena and seconded by Miss Garcia that the Board approve the submission of the Telecommunications Infrastructure Fund Board (TIFB) Alternative Campus Grant (PS11) – Silva Magnet High School for Health Care Professions; Telles Academy; JJAEP (Telles) Middle School, and Delta Academy for the total amount of \$100,000.00, with notification of grant award to be brought back to the Board for approval.

Mr. Jack Johnston, Executive Director, Technology and Information Systems, advised that there might be a problem with the submission for JJAEP Middle School because the grant specifically states that it does not cover JJAEP. He stated that the campus will be included in the submission in the hope that an exception will be made.

Upon the vote, the motion carried unanimously.

Approval of WinOcular Online Application Software for Certified Applicants (\$82,469.50)
(Item #14)

It was moved by Mr. Rosales and seconded by Mr. Telles that the WinOcular online application software for certified applicants be approved for purchase from Combined Computer Resources, the sole source, in the amount of \$82,469.50 (copy of purchase order attached to the permanent file of these minutes).

Mr. Charles Tafoya, Associate Superintendent, Human Resources, provided information on the WinOcular online application software. He advised that the software will provide a teacher application on the web, which will allow teacher applicants to apply with the District from anywhere in the country. He stated that the software provides a database with advanced selection features that will allow principals access to applicant information at their desktop. The software will be interfaced with the District's current CIMS, AS/400, software product and will feed the current databases for applicant tracking.

Dr. Roark inquired about WinOcular being the only online application software available. Mr. Tafoya advised that this was a sole source purchase that is accepted in the state of Texas and that it is the only program that will provide the services needed by the District. He advised that other software was evaluated, but the WinOcular is a school-specific software with one of the best school components in the market. He stated that an annual maintenance cost of approximately \$9,600.00 would be built into the budget.

Upon the vote, the motion carried unanimously.

Approval of Prologic Web-Based Open Enrollment Module and Employee Benefits Package (\$27,600.000) (Item #15)

It was moved by Mr. Mena, seconded by Mr. Rosales, and carried unanimously that the web-based Employee Benefits Package and Open Enrollment Module be approved for purchase from Prologic Technology systems, Inc., the sole source, in the amount of \$27,600.00.

Bid and Purchase Orders Requiring Board Approval (Item #16)

It was moved by Mr. Mena, seconded by Dr. Finke, and carried unanimously that the Board approve the following bid and purchase orders to the recommended vendors for the amounts indicated:

- A. Medical Supplies Bid #41-02 (\$43,879.68) was awarded to the following vendors in the amounts indicated, with Item #2 being awarded to Alert Services and Item #6 being awarded to Micro Bio-Medics pursuant to the tie-breaking procedures: A-Athletic Medical, Items 4, 19, 21, 24, 31, 37, 46, and 54, \$4,519.20, net; Alert Services, Items 2, 25, 55, and 56, \$3,241.44, net; Border Healthcare, Items 14, 151, 42, and 51, \$2,255.52, net; Medco, Items 17, 18, 22, and 53, \$4,340.40, 1 percent/20; Medistat, Items 8, 20, and 44, \$585.00, net; Micro Bio-Medics, Items 1, 3, 6, 7, 11, 13, 28-30, 38-41, and 45, \$13,721.06, net; Moore Medical, Items 5, 9, 10, 16, 6, 27, 34-36, 47, 48, 50, and 52, \$13,736.86, net; School Health, Item 49, \$541.20, net; West Texas Medical, Items 32, 57, and 58, \$576.00, net; and William MacGill, Items 12 and 43, \$363.00, net, for a total amount of \$43,879.68 (copy of bid tabulation attached to the permanent file of these minutes).

- B. Basketball, Soccer, Wrestling Supplies Bid #59-02 (\$51,701.21) was awarded to the following vendors in the amounts indicated, with Item #91 being awarded to International Soccer and Item #103(a-c) being awarded to Athlete's World pursuant to the tie-breaking procedures: Athlete's World, Items 4-7, 13-17, 20-23, 25, 26, 29-34, 38, 41, 43, 45, 58, 82, 93, 94, 101, and 103 (a), (b), and (c), \$19,612.29, net; Athletic Supply, Items 10-12, 18, 19, 27, 28, 36, 37, 39, 48, 49, 52, 56, 59, 62, 63, 65, 66, 73, 78, 79, 83, 85, 86, 98, 102 (a) (b) and (c), and 109, \$11,492.08, net; Bill Fritz, Items 90 and 110, \$569.20, net; BSN, Items 46 and 108, \$578.18, net; Cannon Sports, Items 44, 50, 104, 106, and 107, \$5,301.50, net; Sports Endeavors, Items 64, 67, 74-77, 80, 81 84, 87, 88, 92, 95-97, 99, and 100, \$6,252.73, net; Gardenswartz Team, Items 103, 42, 51, 54, 55, 57, 60, 61, and 105, \$4,430.72, net; International Soccer, Items 68 and 91, \$677.00, net; Mex-Tex Downtown, Items 8, 9, 24, 35, 40, and 53, \$2,852.01, net; and World Soccer, Item 89, \$25.50, net, for a total amount of \$51,701.21 (copy of bid tabulation attached to the permanent file of these minutes).
- C. Laptops for Austin High School, Purchase Order No. 234828 (\$7,475.00), were approved for purchase from Dell Marketing LP, the second lowest quote, in the amount of \$7,475.00 (copy of purchase order attached to the permanent file of these minutes).
- D. Wireless Installation for Portable Classrooms at Mitzi Bond and Putnam Elementary Schools, Purchase Order Nos. 237815 and 237816 (\$131,383.94), was approved from AVNET Computer Marketing on the State's Department of Information Resources (DIR) Agreement #MPC-01-003 for the total amount of \$131,383.94 (copy of purchase orders attached to the permanent file of these minutes).
- E. Computers for Irvin High School, Purchase Order Nos. 235881 and 235882 (\$28,385.40), were approved for purchase from Dell Marketing LP, the lowest quote, in the amount of \$28,385.40 (copy of purchase orders attached to the permanent file of these minutes).
- F. Computers and Laptops for Teacher Training – UTEP (University of Texas at El Paso) Challenge Grant, Purchase Order No. 238282 (\$46,099.90), were approved for purchase from Dell Marketing LP, the lowest quote, in the amount of \$45,099.90, with funding being provided through the UTEP (University of Texas at El Paso) Challenge Grant (copy of purchase order attached to the permanent file of these minutes).

Approval of Instructional Materials Exceeding \$25,000.00 Requiring Board Approval – Instructional Materials from PCI Educational Publishing for Special Services (approx. \$64,673.58) (Item #17)

It was moved by Mr. Mena and seconded by Miss Garcia that the Board approve the purchase of instructional materials for Special Services through August 31, 2002, from PCI Educational Publishing, the sole source, for the total amount of \$64,673.58, which includes Purchase Order Nos. 241279 and 241797 totaling \$23,942.97 (copy of purchase orders attached to the permanent file of these minutes).

Responding to a question from Dr. Roark regarding the designation of sole source, Ms. Billie Dennis, Facilitator, Special Services, provided information on the purchase of the materials, which were recommended as part of the F.A.C.E.S. (Functional Academic Curriculum for Exceptional Students) curriculum. She advised that PCI Educational Publishing is the sole source for these recommended items.

There was discussion on more information being provided to the Board on materials being requested from sole source vendors; the process followed to determine the purchase of these special education materials; whether other items are available from other sources; providing background information on sole source vendors; and developing a policy to address the use of sole source vendors.

Upon the vote, the motion carried unanimously.

Approval of Marilyn Burns Education Associates Math Solutions® (K – 8), Parts 1 and 2, Training Inservice (\$61,600.000) (Item #18)

Ms. Vodene Schultz, Facilitator, Elementary Education, provided information on this training which is funded by Title II and is geared to assist teachers with problem solving in the classroom. She advised that the teachers do not receive materials other than those provided at the training session.

It was moved by Mr. Mena, seconded by Mr. Rosales, and carried unanimously that the Board approve the purchase of the Marilyn Burns Education Associates Math Solutions® (K – 8), Parts 1 and 2, Training Inservice in the amount of \$61,600.00.

Approval of Sharon Wells Consulting, Inc. Mathematics Curriculum and Training Program for Elementary teachers (\$82,248.00) (Item #19)

- A. Burnet, Douglass, Fannin, Hart, Hawkins, Kohlberg, Lee, and Roosevelt Elementary Schools
- B. Alamo, Alta vista, Bonham, and Burleson Elementary Schools
- C. Collins, Logan, Dr. Nixon, Wainwright, and Whitaker Elementary Schools

Ms. Ginny Hunt, Principal, Dr. Nixon Elementary School, provided information on the Sharon Wells curriculum and training program, which is teacher training for aligning math lessons to the TEKS and the TAKS. She advised that there have been positive test results in the 19 schools that have used the training for the last several years. Ms. Hunt reviewed the alignment training that Sharon Wells Consulting conducts every six weeks.

It was moved by Mr. Mena, seconded by Mr. Rosales, and carried unanimously that the Board approve the consultant service contracts with Sharon Wells Consulting, Inc., the sole source, for a mathematics curriculum and training program for teachers at Burnet, Douglass, Fannin, Hart, Hawkins, Kohlberg, Lee, and Roosevelt Elementary Schools in the amount of \$39,264.00; Alamo, Alta Vista, Bonham, and Burleson Elementary Schools in the amount of \$21,492.00; and Collins, Logan, Dr. Nixon, Wainwright, and Whitaker Elementary Schools in the amount of \$21,492.00, for the total amount of \$82,248.00, subject to approval of the 2002-03 fiscal year budget.

Approval of Great Source *Every Day Counts* Kits for Teachers in Grades 3 – 5 (\$132,435.00) (Item #20)

It was moved by Mr. Mena and seconded by Mr. Rosales that the Board approve the purchase of the *Every Day Counts* kits for teachers in grades 3 through 5 from Great Source, the source, in the amount of \$132,435.00.

Responding to a question from Dr. Roark regarding the comparison of the *Every Day Counts* materials with the Marilyn Burns and Sharon Wells programs, Ms. Vodene Schultz, Facilitator, Elementary Education, advised that the Marilyn Burns program is geared to problem solving and *Every Day Counts* is skills based and aligned to the TEKS.

Upon the vote, the motion carried unanimously.

Approval of Renewal of Annual SchoolCare™ Support and Upgrade for Carnegie Learning™ Algebra I Program - Andress, Austin, Bowie, Burges, Chapin, Coronado, El Paso, Franklin, Irvin, Jefferson/Silva Health Magnet High Schools; Delta Academy; School-Age Parent Center; Sunset High School; and Raymond Telles Academy (\$73,000.00) (Item #21)

Ms. Schultz provided information on the SchoolCare™ Support program, which is used at the high schools for ninth-grade students that have failed Algebra I.

It was moved by Mr. Mena, seconded by Miss Garcia, and carried unanimously that the Board approve the renewal of the site license agreement with Carnegie Learning, Inc., for the SchoolCare™ Algebra I program for Andress, Austin, Bowie, Burges, Chapin, Coronado, El Paso, Franklin, Irvin, Jefferson/Silva Health Magnet High Schools; Delta Academy; School-Age Parent Center; Sunset High Schools; and Raymond Telles Academy in the amount of \$73,000.00.

Approval of Students' and Sponsors' Attendance at Center for Safe Communities and Schools (CSCS) Teen Leadership Conference in Austin, Texas (\$50,720.00) (Item #22)

Dr. Roark inquired about the student selection process for the Teen Leadership Conference in Austin, Texas. Ms. Leslie Guest, Program Coordinator, Guidance Services, advised that former student attendees were recruited by the University of Texas at Austin to return as camp staffers. She stated that 80 incoming youth leadership students were chosen by the At-Risk Coordinators at seven high schools and five middle schools based on the students' participation in their schools' youth leadership programs. Ms. Guest advised that Coronado and Chapin High Schools would not be participating.

It was moved by Mr. Mena, seconded by Dr. Finke, and carried unanimously that the Board approve students' and sponsors' attendance at the center for Safe Communities and Schools (CSCS) Teen Leadership Conference at Austin, Texas, on June 25 – 28, 2002, in the amount of \$50,720.00.

Approval of Master Reading Teacher Grant Program – Hughey, Johnson, Logan, and Rusk Elementary Schools; Cordova and Terrace Hills Middle Schools; and Burges and El Paso High Schools (\$35,000.00) (Ref. Item #25.A.)

It was moved by Mr. Mena and seconded by Mr. Rosales that the Board approve the Master Reading Teacher Grant Program for designated teachers at Hughey, Johnson, Logan, and Rusk Elementary Schools; Cordova and Terrace Hills Middle Schools; and Burges and El Paso High Schools in the total amount of \$35,000.00.

Dr. Roark inquired about the selection process for the eight schools participating in the Master Reading Teacher Grant program. Ms. Marsha Lawler, Executive Director, External Funding, advised that schools qualified according to student socio-economic status. She stated that there are a limited number of teachers that have achieved the Master Reading Teacher status and the award goes only to those qualified teachers. Ms. Lawler reviewed the stipends to be provided to the teacher participants on a prorated basis.

Upon the vote, the motion carried unanimously.

Award of RFP #54-02, Capital Asset Inventory Program for 2001-02 (\$45,000.00)
(Ref. Item #25, B.)

It was moved by Mr. Mena and seconded by Mr. Rosales that the Capital Asset Inventory Program RFP #54-02 be awarded to RCI Technologies, Inc. for the provision of capital asset inventory services for the 2001-02 fiscal year in the amount of \$45,000.00.

Mr. William Goodman, Associate Superintendent, Finance, reviewed the preliminary work conducted by District staff on asset inventory and the RFP (request for proposal) process. He advised that three responses were submitted and provided the rationale for the selection of the recommended company.

There was discussion on the significance of having the designation of Certified Appraisal Company; RCI Technologies, Inc. having personnel with the certified designation and extensive experience in school districts; the personnel involved and the time frame for the inventory; and the possibility of the District conducting the inventory with the assistance of temporary CPAs (certified public accountants).

Upon the vote, the motion carried with Dr. Roark voting against the motion. Mr. Rosales was not present for the vote.

Approval of Budget Amendments (Item #25)

It was moved by Mr. Mena, seconded by Mr. Telles, and carried unanimously that the Board approve the following amendments to the 2001-02 fiscal year budget:

- A. Master Reading Teacher Grant Program (\$35,000.00) (Ref. Item #23). The purpose of this item is to set up the budget for the Master Reading Teacher Grant Program in the amount of \$35,000.00. Marsha Lawler, Executive Director of External Funding, requested this amendment in a memo dated May 10, 2002. This grant provides stipends for teachers who have been designated Master Reading Teachers (MRTs). These teachers hold a special reading certificate issued by the State Board for Educator Certification and teach at schools that have been designated as high-need campuses by the Texas Education Agency. MRTs serve struggling readers in a classroom setting and, in addition, act as mentors to other teachers. They provide staff development, give demonstration lessons, lead professional book clubs, and consult with teachers about students who are having problems in reading. For these extra duties, they receive a year-end stipend from the state. The maximum award is \$5,000.00 and is prorated for teachers who do not complete a full nine months. Eight teachers have completed the requirements, one each from Burges, and El Paso High Schools; Cordova and Terrace Hills Middle Schools; and Hughey, Johnson, Logan, and Rusk Elementary Schools. The Texas Education Agency requires that these funds be distributed to teachers within 30 days of the final award notification.

- B. Capital Asset Inventory Program for 2001-02 Fiscal Year (\$45,000.00) (Ref. Item #24). The purpose of this item is to amend the Finance budget in the amount of \$45,000.00. This amendment is pursuant to Capital Asset Inventory Program RFP #54-02 for capital asset inventory services for the 2001-02 fiscal year. Capital asset inventory services include assisting the District in completing GASB 34 compliant fixed asset inventory records necessary for the annual financial reports. These funds will be made available from the District Fund Balance.

Approval of Interlocal Agreement Between the City of El Paso and EPISD for Summer Recreation Transportation (Item #26)

It was moved by Mr. Mena, seconded by Mr. Telles, and carried unanimously that the Board authorize the administration to enter into an agreement with the City of El Paso, subject to the review and approval of the District's attorney, to provide transportation services for Summer 2002 programs operated by the City Parks and Recreation Department.

Professional Services Contract Award – Northwest Elementary School E-7, #02.602 (approx. \$400,200.00) (Item #27)

It was moved by Mr. Mena and seconded by Miss Garcia that the Board approve the award of Professional Services Contract #02.602 to C. F. Associates, Inc. for the preparation of plans, specifications, bid documents and other additional program elements as may be required for the construction of Northwest Elementary School E-7 for a 5.8 percent Basic Services Fee in the estimated amount of \$400,200.00, with additional services listed in the contract to be paid at established hourly rates only if authorized in writing by the owner for services that the owner cannot provide, subject to the review and approval of the District's attorney and the conditions and acknowledgements noted in the Consultant's letter dated May 14, 2002.

Mr. Hector Martinez, Associate Superintendent, Operations, reviewed the selection process used for the architectural consultant. Dr. Finke stated that he participated in the selection process and provided information on the evaluation process followed by the committee.

Mr. Martinez provided background information on C. F. Associates, Inc., the recommended architectural firm. Responding to a question from Dr. Roark, Mr. Martinez advised that the plan is to employ a previous design of this architect, but the mechanical system will have to be redesigned and building codes will have to be upgraded to current codes. He provided the rationale for using a refrigerated HVAC system for the new school as opposed to evaporative cooling.

There was discussion on the decision to use a different HVAC system for the new school; the funds for the design being part of the Lease/Purchase funds that are not yet available; and the motion being subject to the Board's approval of a budget amendment at a future Board meeting.

Mr. Mena amended his motion that approval be subject to a budget amendment being brought to the Board for approval at a future meeting. Mr. Telles accepted the amendment.

The amended motion reads as follows:

that the Board approve the award of Professional Services Contract #02.602 to C. F. Associates, Inc. for the preparation of plans, specifications, bid documents and other additional program elements as may be required for the construction of Northwest Elementary School E-7 for a 5.8 percent Basic Services Fee in the estimated amount of \$400,200.00, with additional services listed in the contract to be paid at established hourly rates only if authorized in writing by the owner for services that the owner cannot provide, subject to the review and approval of the District's attorney and the conditions and acknowledgements noted in the Consultant's letter dated May 14, 2002, and a budget amendment being brought to the Board for approval at a future meeting.

Upon the vote, the motion, as amended, carried with Dr. Roark voting against the motion.

Approval of Procurement/Delivery Methods for Construction Contracts Exceeding \$25,000.00 (Item #28)

It was moved by Mr. Mena, seconded by Mr. Wever, and carried unanimously that the Board approve the competitive bid method for the solicitation of the following construction projects, subject to the review and approval of the District's attorney, and authorize the advertisement and issuance of relevant documents to prospective bidders/proposers.

- A. Kitchen HVAC Upgrade – Whitaker Elementary School, #00.795
- B. Evaporative Cooling Renovation – Administrative Area, Lee Elementary School, #00.863
- C. Print Shop Indoor Air Quality (IAQ) Improvements – Education Center-Boeing, #02.344
- D. Underground Storage (UST) Upgrades – Westside Transportation Annex, #02.354

Item Withdrawn

It was announced that item no. 29, B., Grievance Hearing – Robert Villanueva, At-Risk Coordinator, Terrace Hills Middle School, had been withdrawn from the agenda.

Meeting Closed (Item #29)

The meeting was recessed at 8:15 p.m. to a closed meeting by Mr. Wever under Sections 551.071, 551.072, and 551.074 of the Texas Government Code as follows:

- A. Acquisition of Real Property – Northwest Elementary School E-7
- C. Personnel Appointment – Director, Guidance Services, Curriculum and Instruction

The closed meeting started at 8:21 p.m. The closed meeting ended at 8:42 p.m.

Meeting Opened

The meeting was reassembled in Open Session at 8:42 p.m.

Acquisition of Real Property – Northwest Elementary School E-7 (Item #29, A.)

It was moved by Dr. Finke, seconded by Mr. Wever, and carried unanimously that the Board authorize the Superintendent to obtain surveys and an appraisal and to proceed with negotiations for the possible purchase of approximately 12 acres of property, being a portion of Tract 1A, S. J. Larkin Survey No. 265, El Paso, El Paso County, Texas, from the owners of record, ACRO Developers, pursuant to Board Policy CDB (Local), with the final price and terms being subject to Board approval at a future meeting.

Personnel Appointment – Director, Guidance Services, Curriculum and Instruction (Item #29, C.)

It was moved by Mr. Mena, seconded by Mr. Rosales, and carried unanimously that the Board accept the Superintendent's recommendation to appoint Carlos Martinez, Evaluator in Research and Evaluation, to the position of Director, Guidance Services, Curriculum and Instruction.

Meeting Adjourned

The meeting was adjourned at 8:44 p.m.

Date Approved: August 27, 2002