

Minutes of Meeting of Board of Trustees  
El Paso Independent School District  
May 11, 2004  
5:00 p.m.  
Education Center-Boeing

Present: Mr. Sal Mena, Jr., President  
Mr. Carlos Cordova, Secretary  
Ms. Lisa Colquitt-Muñoz  
Mr. David Dodge  
Miss Leonor Garcia  
Dr. Charles Roark  
Mr. Robert Ortega, Associate Superintendent, High Schools Division  
Mr. Anthony Safi, School District Attorney

Absent: Dr. Lorraine O'Donnell, Vice President  
Mr. Charles L. Tafoya, Superintendent

The meeting was called to order at 5:02 p.m. by Mr. Mena. The Pledge of Allegiance was led by Mr. James Damm, EPISD Consultant for Finance. Miss Carolyn Grantham, Associate Superintendent, Human Resources, gave the Thought for the Day.

1. Recognition of Cordova Middle School Chess Team

Eleven students were recognized. (A list of students is attached to the permanent file of these minutes).

2. Recognition of Center for Career and Technology Education Students for Receiving First Place Honors in National E-Commerce Team Competition

Four students were recognized. (A list of students is attached to the permanent file of these minutes).

3. Recognition of Career and Technology Education Students

Fifty-two students were recognized. (A list of students is attached to the permanent file of these minutes).

4. Recognition of May 2004 Partner of the Month

The American Society for Quality, Section 1401, was recognized.

5. Recognition of May 2004 Volunteer of the Month and Youth Volunteer of the Month

Ms. Sarai Huerta, a volunteer at Hughey Elementary School, and Ms. Ana Luna, a student at Bowie High School, were recognized.

6. Awards to May 2004 Employees of the Month

Ms. Maria del Consuelo Martinez, an ESOL teacher at Delta Academy, was recognized as the Certified Employee and Ms. Joyce Rivera, assistant librarian at Hughey Elementary School, was recognized as the Non-Certified Employee.

7. School Nurse Awareness Day Proclamation

Ms. Colquitt-Muñoz read the proclamation into the record.

It was moved by Ms. Colquitt-Muñoz, seconded by Mr. Dodge, and carried unanimously that the Board proclaim May 12, 2004, as School Nurse Awareness Day in recognition and appreciation of the contribution of school nurses in the EPISD.

8. Naming of Central-Northeast Elementary School

Ms. Colquitt-Muñoz reviewed the guidelines for naming a District facility and reported that the Board School Name Committee, which met immediately preceding the Board meeting, recommended that the District name the new Central Northeast Elementary School for H. R. Moye.

It was moved by Mr. Cordova, seconded by Ms. Colquitt-Muñoz, and carried unanimously that the Central Northeast Elementary School be named H. R. Moye Elementary School.

Meeting Closed

The meeting was recessed at 5:52 p.m. to a closed meeting by Mr. Mena under Sections 551.071 and 552.072 of the Texas Government Code as follows:

19. Closed Meeting

- B. Possible Acquisition, Lease or Trade of Real Property – Northeast El Paso (for possible use as EPISD Administrative Offices)

The closed meeting started at 6:00 p.m. The closed meeting ended at 6:25 p.m.

Meeting Opened

The meeting was reassembled in Open Session at 6:26 p.m.

9. Public Forum

The following person requested to speak on Public Forum:

- 1. Mr. John Linney, El Paso Teen Network/Community Matters, presented a video on youth-on-youth mistreatment and spoke about the Safe School Ambassadors® program, its implementation at Bassett and Canyon Hills Middle Schools and Chapin High School, and offered to fund the program at other northeast area middle and high schools.

Item Withdrawn

Item no. 10, I., 4., Professional Services Contract Awards – Multi-Purpose Classrooms #2 (Bond, Crosby, Fannin, and Lamar Elementary Schools), #04.835 (approx. \$143,520.00), was withdrawn from the agenda.

10. Consent Agenda

The following person requested to speak to Item B., Request to Implement Mandatory Uniform Dress Code – Ross Middle School:

1. Mr. David Duran, teacher at Ross Middle School, spoke about the process used to develop the uniform policy at Ross, the benefits of requiring students to wear uniforms, and the recommendation to request a uniform dress code.

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

Mr. Dodge - Item F., 5.  
Item G., 1., a.

Dr. Roark - Item F., 5.  
Item G., 6.

Questions on Item F., 5.. Budget Amendments – Amendment of Lease Revenue Bonds Budget for Tippin Elementary School (\$209,300.00).

Responding to Mr. Dodge, Ms. Sharon Carr, Facilitator, Library Learning Resources, advised that previously approved funds for library books at Tippin Elementary School were included in this budget amendment.

Dr. Roark inquired about money in this Bond project being used for things other than the building. Mr. Nick Corona, Executive Director, Facilities, Maintenance and Construction, reviewed the Bond funds designated for the construction of Tippin, which included other items such as library books. Dr. Roark requested that action on this item be taken separately from the Consent Agenda and that the previously approved project breakdown be provided to the Board.

Questions on Item G., 1., a., Purchases Requiring Board Approval – Option to Extend Existing RFPs – Library Materials, Supplies and Accessories Request for Catalog Discount RFP #14-02 (approx. \$378,000.00)

Responding to Mr. Dodge, Ms. Sharon Carr, Facilitator, Library Learning Resources, advised that this purchase was pending the approval of the 2004-05 budget. Dr. Roark inquired about approving funds from a budget not yet adopted, and Mr. James Damm, EPISD Consultant for Finance, explained that the purchases would be made only when the funds become available. Dr. Roark requested that action on this item be taken separately from the Consent Agenda.

Questions on Item G., 6., Purchases Requiring Board Approval – Palm Pilots for the Texas Primary Reading Inventory Program, Purchase Order No. 293624 (\$74,983.28)

Dr. Roark requested clarification on this purchase, and Dr. Linda Holman, Associate Superintendent, Elementary/Middle Schools Division II, reviewed the proposed purchase of hand-held devices that would reduce teachers' paperwork. Mr. Dodge explained how the Palm Pilots work with computers to aid teachers in implementing diagnostic tests that provide specific modifications for individual students.

It was moved by Mr. Mena, seconded by Mr. Cordova, and carried unanimously that the items on the Consent Agenda be approved as listed including any recommended vendors for any amounts indicated, with the exception of item no. F., 5., Budget Amendments – Amendment of Lease Revenue Bonds Budget for Tippin Elementary School (\$209,300.00), and item no. G., 1., a., Purchases Requiring Board Approval – Option to Extend Existing RFPs – Library Materials, Supplies and Accessories Request for Catalog Discount RFP #14-02 (approx. \$378,000.00).

A. Minutes

1. March 2004 Minutes

- a. March 2, 2004, and March 23, 2004, Board Finance Committee Meetings
- b. March 9, 2004; March 16, 2004; March 23, 2004; and March 30, 2004, Meetings of the Board of Trustees

2. Minutes of April 20, 2004, Board Policy Committee Meeting

B. Request to Implement Mandatory Uniform Dress Code – Ross Middle School

The Board approved a mandatory uniform dress code with an effective date to be 90 days from the date of approval by the Board.

C. Subcontract Agreement Between EPISD and Reading Is Fundamental, Inc. for 2004-05 School Year (\$40,000.00)

The Board approved this subcontract agreement for the purchase of books at 25 percent of the actual cost and for the purchase of additional books at discounted prices.

D. Extension of Consultant Agreement with James Damm for Services as EPISD Consultant to Finance Division (additional \$12,000.00)

The Board approved the extension to this consultant agreement through June 30, 2004.

E. Proposed Board Policies (copies attached to the permanent file of these minutes).

- 1. DHB (Local), Employee Standards of Conduct: Harassment
- 2. FEB (Local), Attendance: Attendance Accounting
- 3. FNCL (Local), Student Conduct: Harassment

F. Budget Amendments

- 1. Richardson Middle School (\$854.00). This item is to cover deficits in general supplies and in-town registration fees for training and workshops.
- 2. State Compensatory Education (SCE) – Austin High School (\$30,000.00). This item is to allow computer upgrades in the current NovaNet lab, the purchase of two printers, and to provide teachers with additional instructional supplies.
- 3. About Face Program – Houston Elementary School (\$53,000). This item is to allow the purchase of additional instructional supplies.
- 4. Family Preservation Grant – Alta Vista Elementary School (\$4,377.00). This item is to provide the 25 percent local matching funds for the El Paso Families Grant for a summer enrichment program for at-risk students.

G. Purchases Requiring Board Approval

- 1. Option to Extend Existing RFPs
  - b. Auctioneering Services RFP #07-03, first option to extend to Auctions Unlimited, based on a 10 percent commission rate (copy of bid tabulation attached to the permanent file of these minutes).

2. 2004-05 School Individual Pictures Bid #30-04 was awarded to Campos Creative School Portraits, L. A. Flores Photography, Lifetouch National School Studios, and Stewart Photography for Schools & Sports to provide individual school pictures for the elementary, middle, and high schools with the selection of vendor to be made by each school principal (copy of bid tabulation attached to the permanent file of these minutes).
  3. Paper Towel & Toilet Tissue Bid #32-04 (\$233,330.00) was awarded as follows: Baron Chemical Co., Inc., Item 4, \$38,610.00, 1 percent 10, net 30; Shamrock Foods Company, Item 1, \$123,120.00, 1 percent 7, net 30; Southwestern Mill Dist., Items 2 and 3, \$71,600.00, 2 percent 10, net 30, subject to the approval of the 2004-05 preliminary budget (copy of bid tabulation attached to the permanent file of these minutes).
  4. Tortilla Bid #38-04 (approx. \$78,258.00) was awarded to Isabella Foods, the low bidder, on an "all-or-none" basis, with net terms, subject to the approval of the 2004-05 preliminary budget (copy of bid tabulation attached to the permanent file of these minutes).
  5. Bakery Products Bid #29-04 (approx. \$474,330.00) was awarded to Flowers Baking Co. of El Paso, LLC, with net terms, subject to the approval of the 2004-05 preliminary budget (copy of bid tabulation attached to the permanent file of these minutes).
  6. Palm Pilots for the Texas Primary Reading Inventory Program, Purchase Order No. 293624 (\$74,983.28), from SHI-GS, the lowest quote (copy of purchase order attached to the permanent file of these minutes).
- H. Construction Contract Award – Districtwide Boiler Replacement-2004 (Crockett Elementary School, Lincoln Middle School, and Jefferson High School), #03.749 (\$374,589.00), subject to the review and approval of the District's attorney, to Wyler Industrial Works, Inc.
- I. Professional Services Contract Awards were made as follows, subject to the review and approval of the District's attorney, with additional services listed in the contract to be paid at established hourly rates only if authorized in writing by the owner for services the owner cannot provide.
1. Asbestos Flooring Abatement Design/Monitoring – Phase 2.1, #04.545 (\$30,000.00), to Raba-Kistner Consultants (SW), Inc.
  2. Mesita Elementary School Reconstruction, #04.829 (approx. \$577,151.00), to Dimensions Architects International.
  3. Western Hills Elementary School Reconstruction, #04.833 (approx. \$458,386.00), to ARTchitecture.
10. Consent Agenda
- F., 5. Budget Amendments - Amendment of Lease Revenue Boards Budget for Tippin Elementary School (\$209,300.00)

It was moved by Mr. Dodge and seconded by Ms. Colquitt-Muñoz that this amendment be approved to the 2003-04 fiscal year budget to allow the purchase of library books, equipment, reading materials, and fees related to the issuance of Lease Revenue Bonds for the construction of Tippin Elementary School. Upon the vote, the motion carried with Dr. Roark voting against the motion.

- G., 1., a. Purchases Requiring Board Approval – Option to Extend Existing RFPs – Library Materials, Supplies and Accessories Request for Catalog Discount RFP #14-02 (approx. \$378,000.00)

It was moved by Mr. Dodge and seconded by Mr. Cordova that the final option to extend this RFP be approved to the vendors listed for future purchases on an (as-needed) basis, based on last year's expenditures, subject to the approval of the 2004-05 preliminary budget (copy of bid tabulation attached to the permanent file of these minutes). Upon the vote, the motion carried with Dr. Roark voting against the motion.

11. Funding for Community Scholars Summer 2004 Program (\$12,000.00)

Mr. James Damm, EPISD Consultant for Finance, advised that a presentation by Community Scholars was made to the Board on April 13, 2004, requesting the District's financial support. He stated that the Superintendent recommends the Board approve allocating \$12,000.00 from his Instructional Contingency Fund to the Community Scholars program.

It was moved by Mr. Cordova and seconded by Mr. Dodge that the Board approve funding in the amount of \$12,000.00 for eight EPISD students to participate in the Community Scholars 2004 Summer Internship Program.

Mr. Robert O'Rourke, Board President, Community Scholars, thanked the Board and the District for their past support and continued commitment to the program.

Mr. Dodge requested that the value of the program be increased and that a report be provided to the Board on how the Community Scholar students could share the education provided them to students in the District's high schools.

Upon the vote, the motion carried with Miss Garcia voting against the motion.

12. Bond Sale Schedule and Structure for Series 2004-A (\$100,000,000.00)

It was moved by Mr. Mena, seconded by Miss Garcia, and carried unanimously that the Board approve the schedule and structure of \$100,000,000.00 Series 2004-A General Obligation Bonds as presented and authorize First Southwest Company and the administration to proceed with the implementation of this schedule.

13. Extension of Agreement with Dunbar/Broadus/Gibson, LLP to Provide Audit Services for 2003-04 Fiscal Year (approx. \$120,000.00)

It was moved by Ms. Colquitt-Muñoz, seconded by Miss Garcia, and carried unanimously that the Board approve the second year option to extend this agreement.

14. Request for Waiver from TEA – Early Release (Flexible Schedule) for 26 Elementary Schools and 3 Middle Schools for 2004-05 School Year

It was moved by Mr. Cordova, seconded by Miss Garcia, and carried unanimously that the Board approve the requests from Cielo Vista, Dowell, Hart, Hawkins, Lamar, Mesita, Moreno, Roosevelt, Schuster, Vilas, and White Elementary Schools, and LaFarelle Middle School to request a waiver from the Texas Education Agency for an exemption of the seven-hour day one Wednesday per month; and Alamo, Bonham, Bradley, Burleson, Burnet, Clardy, Clendenin, Fannin, Hillside, Hughey, Johnson, Milam, Dr. Nixon, Putnam, and Wainwright Elementary Schools, and Bassett and Guillen Middle Schools for an exemption of the seven-hour day every Wednesday. Ms. Colquitt-Muñoz was not present for the vote.

15. Submission of Application for COPS in Schools Grant Program from U. S. Department of Justice, Office of Community Oriented Policing Services

Mr. Mena inquired about the District's financial obligation to this grant, and Mr. Herman Aguilar, Acting Chief, Police Services, and Ms. Karen Taylor, Grants Compliance Coordinator, K-12 Instruction, explained the grant's format and the financial requirement for the four-year program.

It was moved by Mr. Mena and seconded by Miss Garcia that the Board approve the submission of this grant application for the hiring of four additional EPISD police officers to provide services at high schools and/or middle schools for an amount not to exceed \$43,786.00 per officer for a total grant award of \$494,876.00 for three years, with the District's commitment for a fourth year in the estimated amount of \$175,144.00.

Mr. Dodge requested information on the District's security plan and that the administration provide a report at a future Board meeting this summer prior to the start of the 2004-05 school year.

Upon the vote, the motion carried unanimously. Mr. Cordova was not present for the vote.

16. Purchase of PacketHound™ Internet Filtering System from Palisade Systems, Inc. (\$72,417.65)

Mr. Louis Mona, Interim Executive Director, Technology and Information Systems, provided a comparison of the PacketHound™ filtering system to the District's current filtering system.

It was moved by Mr. Dodge, seconded by Miss Garcia, and carried unanimously that the Board approve this purchase, which includes signatures, maintenance, upgrades, and technical support for the first year.

17. Final Payment for Construction Contract Exceeding \$100,000.00 – Districtwide Priority One Critical Maintenance - Phase 1, #02.929 (\$38,127.45, total cost \$690,444.00)

It was moved by Mr. Dodge, seconded by Mr. Cordova, and carried unanimously that the Board approve the final payment to High Point Electric, Inc., subject to the review and approval of the District's attorney.

18. Procurement/Delivery Methods for Construction Contracts Exceeding \$15,000.00

It was moved by Mr. Dodge, seconded by Miss Garcia, and carried unanimously that the Board approve the procurement/delivery methods 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. The competitive bid process for Building Addition Project #4 – Franklin High School Field House, #01.394
- B. The job order contract process for Districtwide Floor Tile/Covebase Replacement 2004 – Phase 3. #04.522

19. Closed Meeting

- A. Consultation with School District Attorney – Laura Pabon vs El Paso Independent School District; No. 2003-622; In the 120<sup>th</sup> District Court, El Paso County, Texas

It was moved by Dr. Roark, seconded by Mr. Dodge, and carried unanimously that this item be postponed until the May 25, 2004, meeting of the Board of Trustees.

Meeting Adjourned

The meeting was adjourned at 7:12 p.m.

Date Approved: June 22, 2004