

**TEXAS EDUCATION AGENCY**  
SCHOOL GOVERNANCE

**Monitor/Conservator Quarterly Report**

Submit Quarterly Report to: Ronald Rowell  
E-mail: ronald.rowell@tea.state.tx.us  
Subject Line: Quarterly Monitor/Conservator Report for (LEA Name)  
Contact Information: (512) 475-3697

School District: South San Antonio

County-District #: 015-908

Name: Judy Castleberry

Monitor     Conservator     Management Team

**1. Report for the following quarter:**

- First Quarter ( March)
- Second Quarter (April, May, June)
- Third Quarter (July)
- Fourth Quarter (October, November, December)

**2. Current Status of the Identified Issues:**

- Initial Review – first quarterly report
- Meeting objectives for the quarter
- Exceeding objectives for the quarter
- Concerned (little or no improvement or progress)
- Highly concerned (specific concerns detailed below)
- Other \_\_\_\_\_
- Final review – recommendation for removal

**3. Board Meetings.** Please document in the space provided below the dates of Board Meetings during the time period of this report. Indicate for each meeting whether an agenda was posted, whether a quorum was present and whether the meeting was attended by the monitor/conservator.

Date(s) of Board Meeting Regular, Special, or Emergency	Posted Agenda? Attach copy(s) of posted agenda	Quorum?	Attended by Monitor/Conservator?
7/18/2016 (S)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
7/20/2016 (R)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
7/27/2016 (S)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

*Judy Castleberry*  
8-1-2016

4. **Visits to LEA.** Please document in the space provided below the date, time and general purpose for any on-site visits to the LEA.

Date/Time	Contact	Purpose
7/13 2 hr.	Board Pres., Superintendent, Gen. Counsel, staff member	Met with exiting employee; participated in agenda-preparation meeting.
7/18 4.5 hr.	Board members, Superintendent, Gen. Counsel, staff member	Met with exiting employee; participated in special Board meeting.
7/20 5.0 hr.	Board members, Superintendent, Gen. Counsel.	Discussed District issues with Gen. Counsel; participated in Board meeting.
7/27 2.75 hr.	Board members, Superintendent	Participated in special Board meeting.

5. **LEA Progress**

TEA Charge	Directive	Corrective Action	Results/Evaluation of Implementation	Timeline

<p>Work collaboratively with exec. administration</p>			<p>A July 18 teambuilding session, scheduled months in advance, was unsuccessful for several reasons: (1) one Board member was unable to attend; (2) a second Board member left after learning credit for teambuilding would not be provided since fewer than 8 team members were in attendance; (3) a third Board member left because of procedural issues related to the posting. Four Board members participated, with the Superintendent facilitating. Efforts to focus on the importance of trusting relationships and clarification of roles were complicated by frequent comments from a non-team member, so only a small portion of the planned agenda was covered.</p>	
<p>Work collaboratively with exec. administration</p>			<p>In the July 20 Board meeting, after hearing public comments about high turnover and low morale, the Board President said, "It's not the Board....It's the Superintendent and the central office staff."</p>	

Work collaboratively with exec. Administration  Comply with state and federal law	Directive # 3 specifies that law firms other than that of General Counsel may be used to address special needs.		Despite the Superintendent's repeated requests to use legal services from a firm with which he has established an effective and efficient working relationship, the Board voted to limit legal services for the District to a different firm. This action was in defiance of Directive # 3, issued February 29, 2016. TEC 201 (d) (5) states that the superintendent has the responsibility to manage the day-to-day operations of the district; the Board has interfered with that by this action.	
Comply with state and federal law			Following adjournment of the July 27 meeting, six members of the Board held a discussion about school board election procedures with the Superintendent and General Counsel in violation of the Texas Open Meetings Act.	

**6. New Recommendations or Directives made during this Reporting Period.** Attach copy of recommendations or directives.

Date Submitted	Due Date	Recommendations/Directives	Progress on Directives
7/27/2016		Authorize the administration to access legal counsel of the Superintendent's choice to address administrative needs.	

**7. Exit Strategy and Timeline.** Please document your strategy to exit from the school so that they may function on their own and your timeline for removal.

Exit Strategy	Timeline
---------------	----------


**8. Implementation Efforts.** Please provide a brief description of the LEA's overall implementation, including any issues or concerns.

The increasingly dysfunctional behavior of the Board has been a matter of major concern during this month. Board members' walking out of meetings, talking over each other during meetings, and showing disrespect for each other and for the administration present an unprofessional image for the community and poor role models for students. The one-way power struggle between Board leadership and the administration was recently characterized as a "zero-sum" game, yet no interest in collaboration has been shown by Board leadership.

Interviews with four exiting central office administrators indicated concern about the instability of the District caused by Board behavior. All cited respect for the Superintendent and his efforts to protect staff from the Board; one indicated that "the Board has a huge level of disrespect for the Superintendent." Other comments included, "People don't want to come here", "They're (the Board) watching my personal contacts", and "Removing the Board would be a great thing." One person said that in all the years working in the District, only 2-3 people had left under happy circumstances; all others were pushed out for having "crossed" someone.

In addition to defying a directive, violating a TEA charge to work collaboratively with the Superintendent, and violating law by interfering with the Superintendent's management of the District by refusing to consider his request for legal services, the Board's actions were inconsistent with the Framework for School Board Development. The Board failed to "restrict its involvement in management to the responsibility of oversight," and to "work with the superintendent to lead the district."

The Conservator continues to see no evidence of commitment by the Board to change behavior to address the identified concerns.

**9. Recommendations.**

  
 \_\_\_\_\_  
 Signature of Monitor/Conservator

7/31/2016  
 \_\_\_\_\_  
 Date of Report

**AMENDED AGENDA**  
**SPECIAL CALLED MEETING OF THE**  
**SOUTH SAN ANTONIO INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES**  
**ADMINISTRATION BUILDING**  
5622 RAY ELLISON BLVD.  
San Antonio, Texas 78242  
**JULY 18, 2016 6:00 PM**

**CALL TO ORDER AND ROLL CALL**

**DISCUSSION / POSSIBLE ACTION**

1. Discussion and possible action to direct legal counsel to prepare a response to TEA concerning Conservator Reports.

**CLOSED / EXECUTIVE SESSION**

*NOTICE: The Board of Trustees may elect to go into Closed Meeting any time during the meeting to discuss matters listed on the Agenda when authorized by the provisions of the Open Meetings Act, Chapter 551 of the Texas Government Code. In the event the Board of Trustees elects to go into Closed Meeting regarding an Agenda Item, the Board of Trustees will hold a Closed Meeting to discuss individual personnel matters including termination, litigation and other matters the Board deems necessary. Upon completion of Closed Meeting, the Board of Trustees may, in the open session, take such action as appropriate on items discussed in a Closed Meeting. If, during the course of the meeting, any discussion of any item listed on the agenda should be held in Closed Meeting, the Board will convene in such Closed Meeting in accordance with Texas Government Code Sections 551.001 - 551.088. The Board members may take action in the open portion of the meeting on items discussed in the Closed Meeting but no action will be taken in closed session. The Board will consider and discuss, the following items:*

**Closed Meeting pursuant to the Texas Open Meetings Act, Texas Government Code §§ 551.071, 551.072, 551.074, 551.076, 551.082, and 551.0821**

**1. WORK SESSION**

- A. Discussion with Board and Superintendent concerning duties and responsibilities of Board and Superintendent pursuant to Texas Government Codes §§ 551.074 and 551.071.

**ADJOURNMENT**

**AGENDA**  
**REGULAR MEETING OF THE**  
**SOUTH SAN ANTONIO INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES**  
**ADMINISTRATION BUILDING**  
5622 RAY ELLISON BLVD.  
San Antonio, Texas 78242  
**JULY 20, 2016 6:30 PM**

**CALL TO ORDER AND ROLL CALL**

**PLEDGE OF ALLEGIANCE**

**CITIZENS TO BE HEARD**

**SUPERINTENDENT'S REMARKS (NO ACTION / REPORT ONLY)**

**PRESENTATIONS / REPORTS**

1. Report by the Superintendent on the receipt of the TEA Pre-K Grant (HB4). 7
2. Report by the Superintendent on preliminary results pertaining to the TEA 2016 8  
Accountability Ratings for the school district and campuses.
3. Report by the Superintendent on Professional Vacancies as of Friday, July 8, 9  
2016 by campus/department; teacher specialty and athletic specialties.

**DISCUSSION / POSSIBLE ACTION**

1. Discussion and possible action to direct superintendent to add or delete items in 10  
preliminary 2016-2017 budget draft.
  - A. Community input concerning the 2016-2017 Budget. 12
2. Discussion and possible action on the adoption of a resolution expressing the 13  
Board of Trustees' concern regarding the funding for Certified Peace Officer(s)  
and PSO(s).
3. Discussion and possible action to approve the 2016-2017 Pay and 14  
Compensation Plan.
4. Discussion and possible action to approve final payment in the amount of 15  
\$75,373.76 to Guido Construction Company for their work on the High School  
Auditorium. This work was needed in order to provide a safe facility to  
demonstrate student learning and extracurricular activities.
5. Discussion and possible action to approve construction change order to the 17  
High School Auditorium renovation project using maintenance funds in order  
to provide a safe facility to demonstrate student learning and extracurricular

activities.

6. Discussion and possible action to authorize the Superintendent to hire a contractor for the asbestos removal on portable buildings that are scheduled to be removed from District property in the amount not to exceed \$32,725. The removal of the portables will ensure a safe learning environment for our students and staff. 19

#### **CONSENT**

1. Approve policy recommendations for DGB (LOCAL). 23
2. Approve the renewal of Kronos Support Services. This contract is not to exceed \$52,587.64 for software, hardware, services and annual maintenance for the 2016-2017 school year. 27
3. Approve the subscription renewal of Renaissance Learning to implement Accelerated Reader Programs at the elementary and middle school levels for increased reading proficiency and comprehension. 31
4. Approve the subscription of Istations to implement reading interventions in Pre-k through second grade and math interventions in Pre-k through fifth grade to increase achievement in reading, writing and math. 34
5. Approve the contract for Learning Framework Coaching by Engage2Learn to solidify understanding of design and facilitation of the South San Antonio ISD Learning Framework and ensure success of student learning. 38
6. Approve the memorandum of understanding between SA Youth and South San Antonio ISD to implement and develop a successful youth development and educational program during the extended school day. 44
7. Approve Board Meeting Minutes: 50
  - A. June 15, 2016 Regular Called Meeting
  - B. June 27, 2016 Special Called Meeting

#### **CLOSED / EXECUTIVE SESSION**

*NOTICE: The Board of Trustees may elect to go into Closed Meeting any time during the meeting to discuss matters listed on the Agenda when authorized by the provisions of the Open Meetings Act, Chapter 551 of the Texas Government Code. In the event the Board of Trustees elects to go into Closed Meeting regarding an Agenda Item, the Board of Trustees will hold a Closed Meeting to discuss individual personnel matters including termination, litigation and other matters the Board deems necessary. Upon completion of Closed Meeting, the Board of Trustees may, in the open session, take such action as appropriate on items discussed in a Closed Meeting. If, during the course of the meeting, any discussion of any item listed on the agenda should be held in Closed Meeting, the*



Board will convene in such Closed Meeting in accordance with Texas Government Code Sections 551.001 - 551.088. The Board members may take action in the open portion of the meeting on items discussed in the Closed Meeting but no action will be taken in closed session.

**The Board will return to open session and take appropriate action, if any, on items discussed in closed session. No Action will be taken in closed session. Further, Board Members are reminded that all items discussed in closed session must remain confidential so as to avoid liability to the district. The Board will consider and discuss, the following items:**

**Closed Meeting pursuant to the Texas Open Meetings Act, Texas Government Code §§ 551.071, 551.072, 551.074, 551.076, 551.082, and 551.0821**

1. Discussion concerning personnel matters pursuant to Texas Government Code §§ 551.074.
2. Discussion with the Superintendent on the status of pending lawsuits, EEOC Complaints, Grievances and complaints relative to Board Policy BBE(LOCAL)
3. Consultation with legal counsel regarding personnel issues and board access to information.

**ADJOURNMENT**

—  
—  
,  
,  
,  
,  
,  
,  
,  
,  
,  
,  
,  
,  
,  
,  
3  
3  
1  
)  
)  
)  
)  
)  
-  
)  
7

**AGENDA**  
**SPECIAL CALLED MEETING OF THE**  
**SOUTH SAN ANTONIO INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES**  
**ADMINISTRATION BUILDING**  
5622 RAY ELLISON BLVD.  
San Antonio, Texas 78242  
**JULY 27, 2016 6:00 PM**

**CALL TO ORDER AND ROLL CALL**

**WORK SESSION**

1. The Board will meet in a work session to plan for the allocation of district resources to support student learning, to conduct District Operations and to make capital expenditures for the 2016-2017 school year and related matters thereto; Workshop #5.
2. Community input concerning the 2016 - 2017 Budget.

**DISCUSSION / POSSIBLE ACTION**

1. Discussion and possible action to direct superintendent to add or delete items in preliminary 2016-2017 budget draft.
2. Discussion and possible action to retain the services of only one legal law firm.

**CLOSED / EXECUTIVE SESSION**

*NOTICE: The Board of Trustees may elect to go into Closed Meeting any time during the meeting to discuss matters listed on the Agenda when authorized by the provisions of the Open Meetings Act, Chapter 551 of the Texas Government Code. In the event the Board of Trustees elects to go into Closed Meeting regarding an Agenda Item, the Board of Trustees will hold a Closed Meeting to discuss individual personnel matters including termination, litigation and other matters the Board deems necessary. Upon completion of Closed Meeting, the Board of Trustees may, in the open session, take such action as appropriate on items discussed in a Closed Meeting. If, during the course of the meeting, any discussion of any item listed on the agenda should be held in Closed Meeting, the Board will convene in such Closed Meeting in accordance with Texas Government Code Sections 551.001 - 551.088. The Board members may take action in the open portion of the meeting on items discussed in the Closed Meeting but no action will be taken in closed session. The Board will consider and discuss, the following items:*

**Closed Meeting pursuant to the Texas Open Meetings Act, Texas Government**

**Code §§ 551.071, 551.072, 551.074, 551.076, 551.082, and 551.0821**

1. Discussion concerning personnel matters pursuant to Texas Government Code §§ 551.074.
2. Discussion with the Superintendent on the status of pending employee complaint.
3. Discussion with Board and Superintendent concerning duties and responsibilities of Board and Superintendent pursuant to Texas Government Codes §§ 551.074 and 551.071.

**ADJOURNMENT**

**Directive # 10**

July 27, 2016

In accordance with TEC, Sec. 39.111 (c) (1), the Board is directed to authorize the administration to access legal counsel of the Superintendent's choice to address administrative needs.