

**NOTICE OF MEETING  
BOARD OF TRUSTEES  
SAN JACINTO COMMUNITY COLLEGE DISTRICT**

The Board of Trustees of the San Jacinto Community College District will meet for a regularly scheduled Board meeting at 7:00 p.m. on Monday, December 9, 2024, in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas.

The live-stream of this meeting can be accessed as follows:  
[www.sanjac.edu/about/board-trustees/board-meeting-videos](http://www.sanjac.edu/about/board-trustees/board-meeting-videos)

An electronic copy of the agenda packet is available on the College's website as follows:  
[www.sanjac.edu/about/board-trustees/#Board\\_of\\_trustees\\_meetings](http://www.sanjac.edu/about/board-trustees/#Board_of_trustees_meetings)

Members of the public who desire to address the Board must comply with the following registration procedures:

A link to a public comments form is available at: [www.sanjac.edu/request-speak-to-board](http://www.sanjac.edu/request-speak-to-board)  
The form must be completed prior to 11:00 a.m. on December 9, 2024. After completion of the form, the requestor will be contacted with further instructions. Registered participants will be allotted five minutes to address the Board of Trustees during the "Public Comment" portion of the meeting. Discussion shall be addressed to the Board Chair and the entire membership of the Board. Discussion shall be limited solely to the matter indicated on the request form. Members of the Board of Trustees and/or administration may not comment or deliberate during a public comment period at the meeting except to state that the Chancellor or designee may follow-up, when appropriate.

The open portions of this meeting will be streamed and recorded and made available to the public on the College's website.

Any questions regarding this meeting notice can be directed to Mandi Reiland, Manager of Executive Operations for the Chancellor and Board of Trustees at [mandi.reiland@sjcd.edu](mailto:mandi.reiland@sjcd.edu).

**BOARD MEETING  
AGENDA**

**I. Call the Meeting to Order**

**II. Roll Call of Board Members**

**III. Invocation and Pledge to the Flags**

**IV. Special Announcements, Recognitions, Introductions, and Presentations**

**A. Recognition of San Jacinto College for Receiving the North American Marine Environment Protection Association (NAMEPA) 2024 Maritime Academies Award**

Presenter: Allatia Harris

**B. National Apprenticeship Week Recognition**

Presenter: Allatia Harris

**V. Student Success Presentations**

**A. High School Capture Rate Update**

Presenter: George González

**VI. Communications to the Board of Trustees**

**VII. Public Comment**

**VIII. Informative Reports to the Board**

**A. San Jacinto College Financial Statements**

- 1. San Jacinto College Monthly Financial Statements October 2024**
- 2. San Jacinto College Monthly Investment Report October 2024**

**B. San Jacinto College Foundation Financial Statements**

- 1. October 2024**
- 2. Financial Audit Years Ended June 30, 2024 and 2023**

**C. Capital Improvement Program**

**ACTION ITEMS**

**IX. Consideration of Appointment of San Jacinto Community College District Trustee, Position 3**

**X. Statement of Officer and Oath of Office Administered to Recently Appointed Trustee**

**XI. Consideration of Approval of Election of Officer(s) for the Board of Trustees**

**XII. Consideration of Approval of Amendment to the 2024-2025 Budget for Restricted Revenue and Expenses Relating to Federal, State, and Local Grants/Contracts**

**XIII. Consideration of Acceptance of the 2023-2024 Annual Comprehensive Financial Report**

**XIV. Consideration of Approval of the 2025-2026 Academic Calendar**

**XV. Consideration of Approval of Memorandum of Understanding with Family Christian Academy for Dual Credit**

**XVI. Consideration of Approval of Memorandum of Understanding with Aldine Independent School District for Dual Credit**

**XVII. Consideration of Approval of Extension of Current Memorandum of Understandings with Local Independent School Districts for Dual Credit**

**XVIII. Consideration of Approval of Restructure of Accuplacer English as a Second Language Test Student Retest Charges Effective January 1, 2025**

**XIX. Consideration of Approval of Policy V.5003.C, Appropriate Use of Copyright and Trademarked Materials – Second Reading**

**PURCHASING REQUESTS**

**XX. Consideration of Purchasing Requests**

**CONSENT AGENDA**

**XXI. Consent Agenda**

(Any item placed on the consent agenda shall be removed and taken up as a separate matter, if so requested by any member of the Board, otherwise all items will be voted on with one (1) motion.)

**A. Approval of the Minutes for the November 4, 2024, Workshop and Regular Board Meeting**

**B. Approval of the Budget Transfers**

**C. Approval of Personnel Recommendations, Extra Service Agreements (ESA), and 2024-2025 Part-Time Hourly Salary Schedule**

**D. Approval of the Affiliation Agreements**

**E. Approval of the Next Regularly Scheduled Meeting**

**F. Approval of the Minutes for the December 2, 2024, Special Board Meeting**

## **XXII. Items for Discussion/Possible Action**

(Items removed from the Consent Agenda or items discussed in closed session, will be considered at this time)

## **XXIII. Adjournment**

### **Closed Session Authority**

If, during the course of the meeting covered by this Notice, the Board should determine that a closed or executive meeting or session of the Board should be held or is required in relation to any items included in this Notice, then such closed or executive meeting or session as authorized by Section 551.001 *et seq.* of the Texas Government Code (the Open Meetings Act) will be held by the Board at that date, hour and place given in this Notice or as soon after the commencement of the meeting covered by the Notice as the Board may conveniently meet in such closed or executive meeting or session concerning any and all subjects and for any and all purposes permitted by Sections 551.071, inclusive, of the Open Meetings Act, including, but not limited to:

Section 551.071 – For the purpose of a private consultation with the Board’s attorney on any or all subjects or matters authorized by law.

Section 551.072 –For the purpose of discussing the purchase, exchange, lease or value of real property.

Section 551.073 – For the purpose of considering a negotiated contract for a prospective gift or donation.

Section 551.074 – For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee or to hear complaints or charges against a public officer or employee.

Section 551.076 – To consider the deployment, or specific occasions for implementation, of security personnel or devices; or a security audit.

Section 551.084 – For the purpose of excluding a witness or witnesses from a hearing during examination of another witness.

Section 551.087 – To discuss or deliberate regarding commercial or financial information that the Board has received from a business prospect that the Board seeks or may seek to have locate, stay, or expand in or near the territory of the College and with which the Board is conducting economic development negotiations or to deliberate the offer of a financial or other incentive to such business prospect.

Should any final action, final decision, or final vote be required in the opinion of the Board with regard to any matter considered in such closed or executive meeting or session, then such final action, final decision, or final vote shall be at either:

- A. The open meeting covered by this Notice upon the reconvening of the public meeting, or
- B. At a subsequent public meeting of the Board upon notice thereof, as the Board shall determine.

### **Certification as to Posting or Giving of Notice**

On this day, December 6, 2024, this notice was posted to the College’s website, on a bulletin board located at a place convenient to the public at the administrative building of the San Jacinto Community College District, 4624 Fairmont Parkway, Pasadena, Texas, and is readily accessible to the public upon request.

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Brenda Hellyer, Ed.D.