

Meet The Team....

Rachel Avila
Secretary

Bertha Brew
Member

Ofelia Bosquez
Member

Carol Escarciga
Vice-President

Sally Esparza
Member

Pat Guerra
Member

Joe Tittle
President

Paul Vranish
Superintendent

Quick Facts About A Board Meeting

Is this your first Board meeting? We are glad you are here! To make your experience more meaningful we have provided this information pamphlet to tell you a little about how our Board meetings work. It also contains some other information about the Tornillo Independent School District.

Please refer to a copy of the **agenda**. Copies have been put out for the audience. The agenda is a list of topics to be discussed at the meeting tonight. An agenda is required by law - specifically the Texas Open Meetings Act. Meeting agendas for Tornillo ISD Board meetings are posted at least 72 hours in advance in the display window at the Central Office. Our regular meetings are held on the third Monday of every month. Special meetings are called as needed.

You will notice several **topics** which are on the agenda. The same topics are found on the agenda of almost every Board meeting. Examples of these topics are "Approve Minutes of Previous Meeting," "Forum for Community Input," "Facilities." Topics, and the specific items, are placed on the agenda by the Superintendent or the Board President. The items may change from month to month depending on what school business may need Board input and action. All votes must be taken in Open Session - in full view of the audience.

The Texas Open Meetings Act is a very important factor in Board meetings. Do you see the topic "**Forum for Community Input?**" This is the only time during a meeting where members of the audience can legally participate in the meeting. At all other times the audience is invited to watch, but not to comment unless directly asked a question by a Board member or the Superintendent. If you wish to speak on the Forum, talk to the Superintendent before the meeting. By law and district policy, complaints must have gone through the "chain of command" before they can be heard by the Board. If you have something you would like to share, the Superintendent can advise you as to the appropriateness of your topic and also slot a time for you on the Forum. Speakers are allowed 5 minutes to deliver their message.

Most items discussed at a Board meeting are handled in **Open Session**, out in front of everyone. By law, some items must be discussed in **Closed Session**. During these times it is common that the Board will move its meeting into the Superintendent's office. The topics that can require a Closed Session are;

- 551.071 consultation with a school attorney
- 551.072 discussion of real estate - property
- 551.073 discussion of gifts or donations
- 551.074 discussion that pertains to employees (personnel)
- 551.076 considering the use of security devices or personnel
- 551.082 hearing discipline appeals
- 551.083 considering standards for negotiations with employee unions
- 551.084 excluding witnesses from a hearing to protect the evidence

Once again, it is important to remember that any action must be taken by voting and that all votes must be taken in open session.

To be courteous to our audience we have set our agenda in such a way as to try to place the items most likely to require a lengthy Closed Session at the end of the agenda. We often (but not always) take no votes afterwards. This scheduling allows our audience to leave the meeting at the beginning of the closed session if they choose without having to wonder about any particular action being taken that they would have an interest in. **We hope you have enjoyed your experience and will come again!**

How Do I....???

Contact my child's campus? You may call (915) 765-3000 for the Central Office; (915) 765-3100 for the Elementary; (915) 765-3200 for the Intermediate School; (915) 765-3400 for the Junior High; or (915) 765-3500 for the High School.

Meet my child's teacher(s)? Call the appropriate campus to set up a parent-teacher conference. We love it when you visit!

Get to know the campus principal? Mr. Severo Alcoset is the principal of "Exemplary" Tornillo Elementary, Mrs. Adriana Cantu is the principal of "Recognized" Tornillo Intermediate School, Mrs. Ruth Lara is the principal of "Recognized" Tornillo Junior High and Mr. Jim Angst is the principal of Tornillo High School; named one of the best in the United States by U.S. News & World Report.

Learn about school policies? Ask for a student handbook from the campus principal. If you wish to inquire about a District policy please feel free to visit the Superintendent's office located in the Central Office at 19200 Cobb Street. Those with Internet access can go to www.tisd.us to find our policies online.

Resolve concerns I have regarding a school incident? Go to the first person with direct knowledge of the problem - usually the teacher or coach. Please **do not avoid the proper steps!** Failure to follow the "chain of command" violates our policies and may actually limit our ability to help you.

Become a parent volunteer in a school? Tornillo has a need for quality parent volunteers. Please consult with the principal of the campus at which you plan to volunteer.

Apply for employment with Tornillo ISD? You may fill out an employment application online at www.tisd.us or by paper in the Superintendent's office. We are always interested in child-centered, quality people!

Learn more about Tornillo ISD? Attend Board meetings, monthly "Parent Chat" meetings; meet with your child's teacher(s) and principal. Get involved! Serving children is our goal!

Meeting

Board of Trustees

WELCOME!

An Audience Information Sheet

Tornillo Independent School District

"Kids Come First"