

**POINT ISABEL INDEPENDENT SCHOOL DISTRICT  
REGULAR SCHOOL BOARD MEETING  
December 16, 2025**

The Point Isabel Independent School District held a Regular School Board Meeting, at 18001 Hwy 100 – Lecture Hall in Port Isabel Early College High School, Port Isabel, Texas on December 16, 2025, at 5:30 p.m.

BOARD MEMBERS PRESENT: Heather Scott, Cecilia Castillo  
Cynthia Cantu, Emily Galvan, Andrew LeBlanc & Maritza Hoffman

BOARD MEMBERS ABSENT: Frank Davalos

ALSO PRESENT: Theresa A. Capistran Superintendent  
Christy Gonzalez Chief Financial Officer

A quorum was established and the Chairperson of the Board called the meeting to order. The Superintendent of Schools confirmed to the board the notice of the meeting has been posted as required by law.

Cynthia Cantu led the invocation and the pledge of allegiance and Texas pledge.

PRESENTATIONS:

- Board Member “Night of Appreciation” to recognize outgoing board member Bertha Zamora
- 2 Fall TSC Associates Degree Graduates

PUBLIC COMMENTS None

ANNOUNCEMENTS  
1. Early Release on Friday  
2. Christmas Break

OPEN FORUM

CONSENT AGENDA Motion #1 by Maritza Hoffman second by Emily Galvan to approve the consent agenda items #1-13 as presented and item #14 pulled.  
Vote: Roll Call

- Heather Scott: Aye
- Cecilia Castillo: Aye
- Frank Davalos: Absent
- Andrew LeBlanc: Aye
- Emily Galvan: Aye
- Cynthia Cantu: Aye
- Maritza Hoffman: Aye

Outcome: The motion passed 6/0.

DISCUSSION AND ACTION AGENDA

COKINOS/YOUNG Motion #2 Discussion agenda item #1 moved to Executive Session.

BOARD POLICY CDA

Motion # 3

By Emily Galvan, second by Cynthia Cantu  
Approval of Board Policy CDA (Other Revenue Investments) and Investment Strategies have been reviewed by the Board of Trustees by Law.

Vote: Roll Call

- Heather Scott: Aye
- Cecilia Castillo: Aye
- Frank Davalos: Absent
- Andrew LeBlanc: Aye
- Emily Galvan: Aye
- Cynthia Cantu: Aye
- Martiza Hoffman: Aye

Outcome: The motion passed 6/0.

UTILITY EASEMENT FOR AEP

Motion #4

by Emily Galvan, second by Andrew LeBlanc  
Approval of a Utility Easement for AEP for the new administration building.

Vote: Roll Call

- Heather Scott: Aye
- Cecilia Castillo: Aye
- Frank Davalos: Absent
- Andrew LeBlanc: Aye
- Emily Galvan: Aye
- Cynthia Cantu: Aye
- Maritza Hoffman: Aye

Outcome: The motion passed 6/0.

PEACOCK CHANGE  
AUTHORIZATION #2

Motion # 5

by Cecilia Castillo, second by Maritza Hoffman for  
Approval of Peacock General Contractors, Inc. change authorization #2 for Point Isabel ISD additions and renovations of the administration building and high school security booth in the amount not to exceed \$103,364.52

Vote: Roll Call

- Heather Scott: Aye
- Cecilia Castillo: Aye
- Frank Davalos: Absent
- Andrew LeBlanc: Aye
- Emily Galvan: Aye
- Cynthia Cantu: Aye
- Maritza Hoffman: Aye

Outcome: The motion passed 6/0.

GOMEZ MENDEZ SAENZ  
PAYMENT #7 & #8

Motion # 6

by Emily Galvan, second by Cecilia Castillo for  
Approval of architectural services and payment #7 & #8 to Gomez Mendez Saenz, Inc. for the Point Isabel ISD Administration Building addition/improvements and High School security booth in the amount not to exceed \$10,729.11.

Vote: Roll Call

- Heather Scott: Aye
- Cecilia Castillo: Aye
- Frank Davalos: Absent
- Andrew LeBlanc: Aye
- Emily Galvan: Aye
- Cecilia Castillo: Aye
- Maritza Hoffman: Aye

Outcome: The motion passed 6/0.

PEACOCK GENERAL  
PAYMENT #7

Motion #7

by Cynthia Cantu, second by Andrew LeBlanc for Approval of Payment #7 for general contractor fees on the additions and renovations to the Administration building to Peacock General Construction Inc., in the amount not to exceed \$519,964.79.

Vote: Roll Call

- Heather Scott: Aye
- Cecilia Castillo: Aye
- Frank Davalos: Absent
- Andrew LeBlanc: Aye
- Emily Galvan: Aye
- Cynthia Cantu: Aye
- Maritza Hoffman: Aye

Outcome: The motion passed 6/0.

BREX COMMERCIAL DOOR

Motion #8

by Emily Galvan, second by Andrew LeBlanc for Approval of District-Wide Exterior Doors from Brex Commercial Door in the amount not to exceed \$296,765.00.

Vote: Roll Call

- Heather Scott: Aye
- Cecilia Castillo: Aye
- Frank Davalos: Absent
- Andrew LeBlanc: Aye
- Emily Galvan: Aye
- Cynthia Cantu: Aye
- Martiza Hoffman: Aye

Outcome: The motion passed 6/0.

RESOLUTION RETENTION  
STIPEND

Motion #9

by Cecilia Castillo, second by Martiza Hoffman for Approval of Resolution for Retention Stipend in the amount of \$750 for a full and part time employees who were employed anytime from the first day of school through December 1, 20205 and \$350 for employees employed after December 1, 2025.

Vote: Roll Call

- Heather Scott: Aye

- Cecilia Castillo: Aye
- Frank Davalos: Absent
- Andrew LeBlanc: Aye
- Emily Galvan: Aye
- Cynthia Cantu: Aye
- Martiza Hoffman: Aye

Outcome: The motion passed 6/0.

TARPON WALL OF FAME &  
TARPON HEART AWARD  
NOMINEES

Motion #10

by Cecilia Castillo, second by Heather Scott for Approval of Tarpon Wall of Fame Nominee: Albert Barberena and Tarpon Heart Award Nominee: Kenny Perez.

Vote: Roll Call

- Heather Scott: Aye
- Cecilia Castillo: Aye
- Frank Davalos: Absent
- Andrew LeBlanc: Aye
- Emily Galvan: Aye
- Cynthia Cantu: Aye
- Martiza Hoffman: Aye

Outcome: The motion passed 6/0.

SUPERINTENDENT'S EDUCATIONAL REPORT

ROUTINE REPORTS

- Public School Disbursements for November 2025
- Financial Report
- Tax Office Report

The Board went into executive session at 6:45 pm

EXECUTIVE SESSION

Motion #11

by Cynthia Cantu, second by Emily Galvan to go into executive session at 6:47 p.m.

Vote: Roll Call

- Heather Scott: Aye
- Cecilia Castillo: Aye
- Frank Davalos: Absent
- Andrew LeBlanc: Aye
- Emily Galvan: Aye
- Cynthia Cantu: Aye
- Maritza Hoffman: Aye

Outcome: The motion passed 6/0.

COME OUT OF  
EXECUTIVE SESSION

Motion #12

by Emily Galvan, second by Cynthia Cantu to come out of executive session at 8:13 p.m.

Vote: Roll Call

- Heather Scott: Aye
- Cecilia Castillo: Aye

- Frank Davalos: Absent
- Andrew LeBlanc: Aye
- Emily Galvan: Aye
- Cynthia Cantu: Aye
- Maritza Hoffman: Aye

Outcome: The motion passed 6/0.

RETURN TO  
OPEN SESSION

Motion #13 by Cecilia Castillo second by Cynthia Cantu to return to open session at 8:13 p.m.  
Vote: Roll Call

- Heather Scott: Aye
- Cecilia Castillo: Aye
- Frank Davalos: Absent
- Andrew LeBlanc: Aye
- Emily Galvan: Aye
- Cynthia Cantu: Aye
- Maritza Hoffman: Aye

Outcome: The motion passed 6/0.

ACTION ON MATTERS

Motion #14 NO ACTION

Discussion and possible action regarding taxable value limitation on eligible property application from Texas LNG JETI Program pursuant to Texas Government Code, Section 551.071 and 551.087.

Vote: Roll Call

- Heather Scott: NO ACTION
- Cecilia Castillo: NO ACTION
- Frank Davalos: Absent
- Andrew LeBlanc: NO ACTION
- Emily Galvan: NO ACTION
- Cynthia Cantu: NO ACTION
- Martiza Hoffman: NO ACTION

Outcome: NO ACTION

Motion #15 by Cecilia Castillo, second by Martiza Hoffman Discussion and possible action on Superintendent Recommendations for renewals, proposed non-renewal and resignations of professional educator contracts. (Professional Staff-Administrators and Professional Staff-others)

Vote: Roll Call

- Heather Scott: Aye
- Cecilia Castillo: Aye
- Frank Davalos: Absent
- Andrew LeBlanc: Aye
- Emily Galvan: Aye
- Cynthia Cantu: Aye

- Maritza Hoffman: Aye
- Outcome: The motion passed 6/0.

Motion #16 by Andrew LeBlanc, second by Cynthia Cantu for Discussion and possible action Professional Personnel report that includes employment, resignation, leave of absentee, new hires, promotions, and transfers for the month of December 2025.

Vote: Roll Call

- Heather Scott: Aye
- Cecilia Castillo: Aye
- Frank Davalos: Absent
- Andrew LeBlanc: Aye
- Emily Galvan: Aye
- Cynthia Cantu: Aye
- Maritza Hoffman: Aye

Outcome: The motion passed 6/0.

Motion #17 by Maritza Hoffman, second by Cecilia Castillo for Approval of legal services with Cokinis/Young in the amount not to exceed \$50,000.00.

Vote: Roll Call

- Heather Scott: Aye
- Cecilia Castillo: Aye
- Frank Davalos: Absent
- Andrew LeBlanc: Aye
- Emily Galvan: Aye
- Cynthia Cantu: Aye
- Maritza Hoffman: Aye

Outcome: The motion passed 6/0.

The Chairperson called for a motion to adjourn the meeting at 8:14 p.m.

ADJOURNMENT

Motion #18 by Cynthia Cantu, seconded by Andrew LeBlanc to adjourn meeting at 8:14 p.m.

Vote: Roll Call

- Heather Scott: Aye
- Cecilia Castillo: Aye
- Frank Davalos: Absent
- Andrew LeBlanc: Aye
- Emily Galvan: Aye
- Cynthia Cantu: Aye
- Maritza Hoffman: Aye

Outcome: The motion passed unanimously.



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PRESIDENT



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SECRETARY

Typed by: G. Gonzalez