

Notice of Board Workshop

The Board of Trustees Comal ISD

A Board Workshop of the Board of Trustees of Comal ISD will be held February 15, 2022, beginning at 6:00 PM in the Comal ISD.

The subjects to be discussed or considered or upon which any formal action may be taken are listed below. Items do not have to be taken in the same order as shown on this meeting notice. Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

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 6. Closed Session Pursuant to Sections 551.071 thru 551.082 of the Texas Government Code
 - A. Pursuant to Texas Government Code 551.071 thru 551.082, consider and discuss employment, appointment, and assignment or promotion of personnel; and resignations and retirement
 - B. Pursuant to Texas Government Code 551.072, discuss the purchase, exchange, sale, lease or value of property
 - C. Pursuant to Texas Government Code 551.074, discussion regarding the Board's Operating Procedures
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If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Government Code, Chapter 551, Subchapters D and E or Texas Government Code section 418.183(f). Before any closed meeting is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions, or decisions will be taken in open meeting. [See BEC(LLEGAL)]

The notice for this meeting was posted in compliance with the Texas Open Meetings Act on Friday, February 11, 2022, on or before 5:00pm.

For the Board of Trustees

COMAL INDEPENDENT SCHOOL DISTRICT

Subject: **Audience Participation**

Date: February 15, 2022

Administrator Responsible/Position: **Jason York, Board President**

A. Purpose of Agenda Item:

Information Only

Action Needed

Receive Input

B. Authority for This Action:

Local Policy BED

Law or Rule

N/A

The Board encourages comments from citizens of the District or from District employees.

Policy BED local states that audience participation at a Board meeting is limited to the public comment portion of the meeting designated for that purpose. At all other times during a Board meeting, the audience shall not enter into discussion or debate on matters being considered by the Board, unless requested by the presiding officer. An open forum will be conducted at each regular monthly meeting. **At special meetings such as this one, public comment is limited to items on the agenda posted with notice of the meeting.**

Persons who wish to participate must submit the Audience Participation form to the presiding officer or designee **before the meeting begins** and shall indicate the agenda item about which they wish to speak. **Forms will not be accepted after the meeting begins.**

Citizens may be provided three minutes.

COMAL INDEPENDENT SCHOOL DISTRICT

Subject: **President's Comments**

Date: February 15, 2022

Administrator Responsible/Position: **Jason York, Board President**

A. Purpose of Agenda Item:

Information Only

Action Needed

Receive Input

During this portion of the meeting, Board President Jason York will provide an overview of the agenda and discuss the process that will be followed during tonight's meeting.

COMAL INDEPENDENT SCHOOL DISTRICT

Subject: Budget Update

Date: February 15, 2022

Administrator Responsible/Position: Crystal Hermesch, Chief Financial Officer and Bobbi Supak, Assistant Superintendent of Human Resources

A. Purpose of Agenda Item:

Information Only Action Needed Receive Input

B. Authority for This Action:

Local Policy Law or Rule N/A
Texas Education Code, Section 44.004, 44.031, CH (Legal), CH (Local)

C. Strategic Objective, Goal, or Need Addressed:

Strategic Plan District/Campus Improvement Plan Other

All 4 strategic priorities are impacted – Maximize Academic Performance, Prepare Classrooms & Facilities for Learning, Embrace Choice and Recruit, Develop & Coach Talent

D. Summary:

Previous board action relating to this item: June 24, 2021

Future action anticipated: June 23, 2022 for Budget Adoption

Background information: Budget updates are provided to the Board as needed to prepare for the 2022-2023 budget adoption.

E. Comments Received:

ELT DEIC Support Staff AC Teacher AC Other
All agenda items are reviewed by Superintendent’s Executive Leadership Team.

F. Administrative Recommendation:

The administration recommends that the Board receive information on the current year budget and begin the budget planning process for the 2022-2023 school year.

G. Fiscal Impact and Cost:

Budget Bond **Amount:** TBD Grant/Special Funds Other

H. Action: No action required

COMAL INDEPENDENT SCHOOL DISTRICT

Subject: Board Operating Procedures

Date: February 15, 2022

Administrator Responsible/Position: Jason York, Board President

A. Purpose of Agenda Item:

Information Only Action Needed Receive Input

B. Authority for This Action:

Local Policy Law or Rule N/A

The official Board Policies have been designated in accordance with BF (LOCAL) and shall be considered authoritative and binding. Administrative Regulations are subject to Board review but need not be adopted. (See also A18 LEGAL and BP LOCAL).

C. Strategic Objective, Goal, or Need Addressed:

Strategic Plan District/Campus Improvement Plan Other BF (LOCAL)

D. Summary:

Previous board action relating to this item: Recently, the Team of Eight reviewed the Board of Trustees Operating Guidelines.

Future action anticipated: The Board of Trustees Operating Guidelines proposed revisions will be presented for Board consideration and review at a duly called Board meeting and for possible Board approval.

Background information: As a result of the recent Team of Eight training, the Board and Superintendent Kim provided proposed language for the Board of Trustees Operating Guidelines document dated June 2019.

E. Comments Received:

ELT DEIC Support Staff AC Teacher AC Other

All agenda items are reviewed by Superintendent's Executive Leadership Team.

F. Administrative Recommendation: The Board of Trustees Operating Guidelines proposed revisions are presented as a first reading for the Board's consideration, review and feedback.

G. Fiscal Impact and Cost:

Budget Bond **Amount:** N/A Grant/Special Funds Other

H. Action: NA

COMAL INDEPENDENT SCHOOL DISTRICT

Date: February 15, 2022

Subject: **Consideration and Approval of an Order Calling a Bond Election**

Administrator Responsible/Position: **Steve Stanford, Asst. Superintendent
Communications**

A. Purpose of Agenda Item:

Information and Action Action Needed Receive Input

B. Authority for This Action:

Local Policy Law or Rule N/A
Texas Education Code §§ 45.001, 45.003 and Board Policy CCA (Legal)

C. Strategic Objective, Goal, or Need Addressed:

Strategic Plan District/Campus
Improvement Plan Other
(Board policy)

D. Summary:

Previous board action relating to this item: The Board has been updated by administration and has engaged in discussions regarding the need to address extracurricular facility projects.

Future action anticipated: If an election is called, election contracts and agreements with the counties involved will be brought to the Board for approval at the Feb. 24 meeting. If bond propositions are approved by the voters on May 7, an order or multiple orders will be brought back to the Board to authorize the issuance of bonds for voter approved purposes.

Background information: Administration has presented information and the Board has had several discussions regarding the extracurricular infrastructure needs of the District and the financial implications of the recommended bond election. This process has led to a recommended bond package for May 7, 2022.

E. Comments Received:

ELT DEIC Support Staff AC Teacher AC Other
All agenda items are reviewed by Superintendent's Executive Leadership Team.

F. Administrative Recommendation: The administration recommends approval of the Election Order calling a Bond Election in the District to be held on May 7, 2022.

G. Fiscal Impact and Cost:

Budget Bond Grant/Special Funds Other

H. Action:

Motion by _____, second by _____

"I move to **approve/ disapprove/postpone** the adoption of the Bond Election Order, calling a bond election in accordance with Section 45.001, Texas Education Code, ordering a Districtwide bond election on May 7, 2022, for registered voters to determine whether to approve two bond propositions, as presented."

FOR: J. York, M. Ross, T. Hennessee, M. Bartlett, C. Biasatti, R. Garner, C. Mueller

AGAINST: J. York, M. Ross, T. Hennessee, M. Bartlett, C. Biasatti, R. Garner, C. Mueller

MOTION CARRIED/DENIED/POSTPONED 7

COMAL INDEPENDENT SCHOOL DISTRICT

Subject: **Order Calling the General Election of Trustees**

Date: February 15, 2022

Administrator Responsible/Position: Steve Stanford, Assistant Superintendent of Communications

A. Purpose of Agenda Item:

Information Only Action Needed Receive Input

B. Authority for This Action:

Local Policy Series BBB Law or Rule N/A
[Educ. Code § 11.059(b)]

C. Strategic Objective, Goal, or Need Addressed:

Strategic Plan District/Campus Improvement Plan Other
[Required by State Law & Board Policy]

D. Summary:

Previous board action relating to this item: N/A

Future action anticipated: Annually

Background information:

Attached please find the proposed Election Order, calling for the general election of Trustees to be held in the COMAL INDEPENDENT SCHOOL DISTRICT in Single Member Districts 6 and 7 on Saturday, May 7, 2022, for the purpose of electing separately two (2) Trustees to the Board, to-wit: a school Trustee from Single Member District Six (6) for a term of three (3) years; and a school Trustee from Single Member District Seven (7) for a term of three (3) years. Portions of these Single-Member Districts are not only situated in **Comal County** but also in **Bexar and Guadalupe Counties**. The District intends to hold joint elections with each of these counties so that Comal ISD voters residing in these counties may vote in elections held by the District and also elections held by each of the aforementioned counties so that Comal ISD voters will not be required to vote at more than one location for District and county elections.

According to Election Code, the order calling the election must be approved by the Comal ISD Board of Trustees no later than February 18, 2022.

Early Voting and Election Day poll locations will be identified in Exhibits to the Election Order once the locations are identified in each of the 3 counties.

E. Comments Received:

ELT DEIC Support Staff AC Teacher AC Other
All agenda items are reviewed by Superintendent's Executive Leadership Team.

F. Administrative Recommendation:

The administration recommends that the Board approve the Election Order calling for the general trustee election, as presented.

G. Fiscal Impact and Cost:

Amount: (see Election Contract)

Budget

Bond

Grant/Special Funds

Other

H. Action:

Motion by _____, second by _____

“I move to approve/ disapprove/ postpone the Order calling elections to be held on May 7, 2022, in Single-Member Districts 6 and 7 for the purpose of electing two trustees to the Board of Trustees, as presented.”

FOR: J. York, M. Ross, T. Hennessee, M. Bartlett, C Biasatti, R. Garner, C Mueller

AGAINST: J. York, M. Ross, T. Hennessee, M. Bartlett, C Biasatti, R. Garner, C Mueller

MOTION CARRIED/DENIED/POSTPONED

COMAL INDEPENDENT SCHOOL DISTRICT

Date: February 15, 2022

Subject: **Consideration and Possible Approval of Contractor Ranking RFQ 22-07**

Administrator Responsible/Position: **Catherine Janda, Director of Purchasing**

A. Purpose of Agenda Item:

Information Only Action Needed Receive Input

B. Authority for This Action:

Local Policy Law or Rule N/A
CV Local Gov. Code Chp. 2269

C. Strategic Objective, Goal, or Need Addressed:

Strategic Plan District/Campus Other
Improvement Plan

D. Summary:

Previous board action relating to this item: The Board of Trustees was notified of this project during the November 18th, December 14th, and January 27th regular Board Meetings.

Future action anticipated: Guaranteed Maximum Price(s) for construction will be presented to the Board of Trustees as addenda to the contract.

Background information: The 2021 Bond provided for the construction of Middle School #8. The Request for Qualifications allows the District to select the General Contractor to serve as the Construction Manager-at-Risk for the project. The anticipated opening of Middle School #8 is August 2024.

E. Comments Received:

ELT DEIC Support Staff AC Teacher AC Other
All agenda items are reviewed by Superintendent’s Executive Leadership Team.

F. Administrative Recommendation: The administration recommends that the Board of Trustees approve the submitted ranking and authorize administration to enter into negotiations according to final ranking. In addition, administration recommends that the Board of Trustees delegate authority to the Superintendent to enter into an agreement pending successful negotiations.

G. Fiscal Impact and Cost:

Budget Bond **Amount: TBD**
621 Grant/Special Funds Other

H. Action:

Motion by _____, second by _____

“I move to approve/ disapprove/postpone the ranking of firms submitted by administration. In addition, I authorize district staff to enter into negotiations according to approved rankings and execute any documents necessary and advisable to finalize any subsequent agreement related to RFQ 22-07.”

FOR J. York, M. Ross, T. Hennessee, M. Bartlett, C. Biasatti, R. Garner, C. Mueller
AGAINST: J. York, M. Ross, T. Hennessee, M. Bartlett, C. Biasatti, R. Garner, C. Mueller

COMAL INDEPENDENT SCHOOL DISTRICT

Date: February 15, 2022

Subject: **Consideration and Possible Approval of Wide Area Network Connectivity to the Danville Middle School Transportation Hub**

Administrator Responsible/Position: **Catherine Janda, Director of Purchasing**

A. Purpose of Agenda Item:

- Information Only
- Action Needed
- Receive Input

B. Authority for This Action:

- Local Policy
CH Local
- Law or Rule
Education Code Chap. 44
- N/A

C. Strategic Objective, Goal, or Need Addressed:

- Strategic Plan
- District/Campus Improvement Plan
- Other

D. Summary:

Previous board action relating to this item: The Board of Trustees was notified of this project during the January 27th regular Board Meeting.

Future action anticipated:

Background information: The Wide Area Network (WAN) provides core network connectivity to each District location. This connects vital technology services, including Internet, WiFi, telephone, 911 services, security cameras, access control, HVAC control, and other network services to the District location. The addition of the Danville Middle School (DMS) Transportation Hub necessitates the WAN being extended to service this location.

E. Comments Received:

- ELT
 - DEIC
 - Support Staff AC
 - Teacher AC
 - Other
- All agenda items are reviewed by Superintendent’s Executive Leadership Team.

F. Administrative Recommendation: The administration recommends that the Board of Trustees approve the Wide Area Network connectivity to the Danville Middle School Transportation Hub.

G. Fiscal Impact and Cost:

- Budget
- Bond
- Grant/Special Funds
- Other

Amount: \$86,184.00

199

H. Action:

Motion by _____, second by _____

“I move to approve/ disapprove/postpone the Wide Area Network connectivity to the Danville Middle School Transportation Hub as presented.”

FOR J. York, M. Ross, T. Hennessee, M. Bartlett, C. Biasatti, R. Garner, C. Mueller

AGAINST: J. York, M. Ross, T. Hennessee, M. Bartlett, C. Biasatti, R. Garner, C. Mueller

MOTION CARRIED/DENIED/POSTPONED

COMAL INDEPENDENT SCHOOL DISTRICT

Subject: 2021 Tax Levy

Date: February 15, 2022

Administrator Responsible/Position: Crystal Hermesch, Chief Financial Officer

A. Purpose of Agenda Item:

Information Only Action Needed Receive Input

B. Authority for This Action:

Local Policy Law or Rule N/A
Texas Property Tax Code, Section 26.09 (e)

C. Strategic Objective, Goal, or Need Addressed:

Strategic Plan District/Campus Other
Improvement Plan

Goal #5 – Allocate resources in the most effective manner to maximize student achievement.

D. Summary:

Previous board action relating to this item: 12/17/2020

Future action anticipated: December 2022

Background information: In accordance with the Texas Property Tax Code, Section 26.09 (e), the tax assessor shall enter the amount of tax determined as provided by this section in the appraisal roll and submit it to the governing body of the unit for approval. Enclosed is the certification of the tax levy for the tax year 2021 for approval by Comal ISD.

E. Comments Received:

ELT DEIC Support Staff AC Teacher AC Other
All agenda items are reviewed by Superintendent’s executive leadership team.

F. Administrative Recommendation:

The administration recommends approval of the 2021 tax levy as presented.

G. Fiscal Impact and Cost:

Amount:

Budget Bond Grant/Special Funds Other

H. Action:

Motion by _____, second by _____

“I move to approve/disapprove/postpone the 2021 tax levy as presented.”

FOR J. York, M. Ross, T. Hennessee, M. Bartlett, C. Biasatti, R. Garner, C. Mueller

AGAINST: J. York, M. Ross, T. Hennessee, M. Bartlett, C. Biasatti, R. Garner, C. Mueller

MOTION CARRIED/DENIED/POSTPONED