

# Agenda of Regular Meeting

## The Board of Trustees Comal ISD

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A Regular Meeting of the Board of Trustees of Comal ISD will be held January 25, 2024, beginning at 6:00 PM in the Comal ISD, 1404 IH-35 North, New Braunfels, TX 78130.

*The meeting will be held in compliance with Gov. Code, §551. The meeting is also being conducted in accordance with the American With Disabilities Act [42 U.S.C. 12101 (1991)]. The facility where the meeting is to be held is wheelchair-accessible, and handicapped parking is available. Handicapped services are available upon request if received at least 48 hours prior to the meeting. To make arrangements for handicapped services, please call (830) 221-2000*

*The subjects are listed on the agenda below. Items do not have to be taken in the same order as shown on the meeting notice. Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time. If, during the course of the meeting, any discussion of any item listed on the agenda should be held in closed meeting, the Board would convene in such closed meeting in accordance with Texas Government Code, §551.071-551.084 to consult with the legal counsel, discuss purchase, exchange, lease, or value of real property, discuss negotiated contracts for prospective gifts or donations, discuss personnel or to hear complaints against personnel, consider the deployment, specific occasions for, or implementation of security, personnel or devices, and/or consider discipline of a public school child or complaint or charge against personnel. No action will be taken during a closed session. At any time the Board may go into closed meeting to receive legal counsel or advice which the school district's legal counsel determines should be confidential in accordance with counsel's duty to the district pursuant to the code of professional responsibility of the State Bar of Texas.*

**1. Call Meeting to Order**

**2. Board Appreciation and Student Recognitions**

**Presenter:** Steve Stanford

**3. Public Comment/Audience Participation**

**4. Board President's Comments**

**Presenter:** Russ Garner

**5. Superintendent Reports and Board Information**

**A. Safety Audit Update**

**Presenter:** Mario De La Rosa

**B. TASB Policy Update 122**

**Presenter:** Bobbi Supak

**6. Consent Agenda**

**A. Consider/Approve Personnel Report**

**Presenter:** Bobbi Supak

**B. Consider/Approve Board Meeting Minutes**

**C. Consider/Approve Financial Statement and Expenditures**

**Presenter:** Glenn Graham

**D. Consider/Approve Monthly Tax Office Report**

**Presenter:** Glenn Graham

**E. Consider/Approve Donation from U.S. Employee Benefits Services Group**

**Presenter:** Glenn Graham

**F. Consider/Approve Special Education Service Providers Excess \$50K**

**Presenter:** Glenn Graham

**G. Consider/Approve Additional Qualified Investment Brokers**

**Presenter:** Glenn Graham

**H. Consider/Approve Purchase of Portable Building from Palomar Modular Buildings**

**Presenter:** Malcolm Mulrone

**I. Consider/Approve K-5 Classroom Libraries for Title I Elementary Schools**

**Presenter:** Krista Moffatt

**J. Consider/Approve Calling May 4, 2024 Board Election**

**Presenter:** Steve Stanford

**7. Items for Discussion and/or Action**

**A. Items Removed from Consent**

**B. Consider/Approve the Award of Construction Manager at Risk for Reinvestment and Infrastructure Projects**

**Presenter:** Malcolm Mulrone

**C. Consider/Approve Request For Qualifications for Furniture, Fixtures, and Equipment**

**Presenter:** Malcolm Mulrone

**D. Consider/Approve Utility Easements**

**Presenter:** Malcolm Mulrone

**E. Consider/Approve 2024-2025 Academic Calendar**

**Presenter:** Dr. John E. Chapman III

**8. Closed Session Pursuant to Texas Government Code Sections §551.074 for the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer, employee, or to hear complaints or charges against a public officer or employee**

A. Conduct the Superintendent Summative Evaluation to Discuss Contract Extension

**9. Action Items After Discussion in Closed Session**

**A. Consider and Take Action to Extend the Employment Contract of the Superintendent**

**Presenter:** Russ Garner

**10. Adjournment**

# COMAL INDEPENDENT SCHOOL DISTRICT

**Subject:** Board Recognitions

**Date:** January 25, 2024

**Administrator Responsible/Position:**

**A. Purpose of Agenda Item:**

- Information Only                       Action Needed                       Receive Input

**B. Authority for This Action:**

- Local Policy                       Law or Rule                       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:
- Future action anticipated:
- Background information: Tonight, we are honoring the following students:
- Performances for Board Appreciation Month
  - Four robotics teams advanced to the UIL BEST Robotics State competition including Hill Country College Preparatory High School which placed 4th in the state, Canyon Lake High School, Spring Branch Middle and Smithson Valley Middle.
  - Mia Perez from Smithson Valley High School qualified for the Class 5A state cross country competition
  - Comal Speaks Champion - Eva Gurule, 8th grade, MVMS
  - Comal Shake Champion - Annie Conlan, 5th grade, GFES
  - The State 5A Division 1 Football silver medaling team – Smithson Valley High School Rangers
  - Smithson Valley High School Head Football Coach Larry Hill earned his 300th career win on September 15, 2023.

**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: For information only.**

**G. Fiscal Impact and Cost:**

- Budget                       Bond                       Grant/Special Funds                       Other

**H. Action: n/a – for information only**

# COMAL INDEPENDENT SCHOOL DISTRICT

**Subject: Public Comment/Audience Participation**

**Date:** January 25, 2024

**Administrator Responsible/Position: Russ Garner, 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.

**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 topic about which they wish to speak. Forms will not be accepted after the meeting begins.**

Citizens may be provided three minutes. Delegations of more than three persons shall appoint one person to address the Board. If any person other than the appointed spokesperson of a Delegation wants to speak, they may not appear at the lectern as part of a Delegation but must sign up on a separate Audience participation form before the meeting and may only approach the lectern when their name is called.

The Board shall not deliberate or decide regarding any subject that is not included on our agenda for tonight's meeting. If an issue mentioned is listed on tonight's agenda, the Board will defer discussion until the appropriate time during the meeting.

The presiding officer may:

- 1) Direct the speaker to the appropriate complaint policy
  - Employee complaints: DGBA
  - Student or parent complaints: FNG
  - Public complaints: GF
- 2) Provide factual responses to questions raised
- 3) Ask clarifying questions
- 4) Request that the subject of the comment be placed on the agenda of a later meeting when the Board may then take action on the issue raised by the speaker

## COMAL INDEPENDENT SCHOOL DISTRICT

**Subject:** **President's Comments**

**Date:** January 25, 2024

**Administrator Responsible/Position:** **Russ Garner, Board President**

**A. Purpose of Agenda Item:**

Information Only

Action Needed

Receive Input

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

# COMAL INDEPENDENT SCHOOL DISTRICT

**Subject: Safety Audit Update**

**Date:** January 25, 2024

**Administrator Responsible/Position:** Mario De La Rosa, Executive Director of Safety and Security

**A. Purpose of Agenda Item:**

Information Only                       Action Needed                       Receive Input

**B. Authority for This Action:**

Local Policy                       Law or Rule                       N/A

BQ(LOCAL)

BQ(LEGAL); TEC 11.251

**C. Strategic Objective, Goal, or Need Addressed:**

Strategic Plan                       District/Campus Improvement Plan                       Other

**D. Summary:**

Previous board action relating to this item:

Future action anticipated:

Background information: In January, an Intruder Detection Audit was conducted in Comal ISD which resulted in the need for corrective action. As part of the corrective action, the District is required to provide notice to the public at the next regularly scheduled board meeting that an Intruder Detection Audit was conducted by the Texas Education Agency and that the required corrective actions were undertaken.

**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:** N/A

**G. Fiscal Impact and Cost:**

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

**H. Action:** N/A

# COMAL INDEPENDENT SCHOOL DISTRICT

**Subject: TASB Policy Update 122**

**Date:** January 25, 2024

**Administrator Responsible/Position: Bobbi Supak, Chief Human Resources Officer**

**A. Purpose of Agenda Item:**

- Information Only                       Action Needed                       Receive Input

**B. Authority for This Action:**

- Local Policy                       Law or Rule                       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:

Future action anticipated: Policy Update 122 will be presented as a second reading at the February regular Board meeting.

Background information: TASB Policy Update 122 includes revisions to LEGAL policies based on updated to the Texas Administrative Code and most of the LOCAL policy recommendations in the Update are intended to clarify current policy language.

**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:** There are no district-initiated changes to TASB Policy Update 122. TASB Policy Update 122 will be presented as a second reading at the February regular Board meeting.

**G. Fiscal Impact and Cost: None                      Amount: N/A**

- Budget                       Bond                       Grant/Special Funds                       Other

**H. Action: n/a – for information only**

**COMAL INDEPENDENT SCHOOL DISTRICT**

**Subject:** **Consideration and Approval of Consent Agenda**      **Date:** January 25, 2024

**Administrator Responsible/Position:** Dr. John E. Chapman III, Superintendent

**A. Purpose of Agenda Item:**

Information Only       Action Needed       Receive Input

**B. Authority for This Action:**

Local Policy       Law or Rule       N/A

Policy BE local states that the consent agenda shall include items of a routine and/or recurring nature grouped together under one action item. All such items shall be acted upon by one vote without separate discussion, unless a Board member requests that an item be withdrawn for individual consideration. The remaining items shall be adopted under a single motion and vote.

**C. Strategic Objective, Goal, or Need Addressed:** As listed on attached pages

**D. Summary:**

- Previous board action relating to this item: Ongoing
- Future action anticipated: Monthly
- Background information: The following items are presented for approval:

- A. Personnel Report
- B. Board Meeting Minutes
- C. Financial Statement and Expenditures
- D. Monthly Tax Office Report
- E. Donation from U.S. Employee Benefits Services Group
- F. Special Education Service Providers Excess \$50K
- G. Additional Qualified Investment Brokers
- H. Purchase of Portable Building from Palomar Modular Buildings
- I. K-5 Classroom Libraries for Title 1 Elementary Schools
- J. Calling May 4, 2024 Board Election

**E. Comments Received:**

Exec. Team       DEIC       Support Staff AC       Teacher AC       Other

All agenda items have been reviewed by the Superintendent’s Executive Leadership Team.

**F. Administrative Recommendation:** It is the recommendation of the Superintendent that the Board of Trustees approve the consent agenda items as presented.

**G. Fiscal Impact and Cost:**      **Amount:** Per individual items attached

**H. Action:**

Motion by \_\_\_\_\_, second by \_\_\_\_\_

“I move to approve/disapprove/postpone the consent agenda items as presented.”

FOR      R. Garner, T. Hennessee, C. Biasatti, A. Jones, D. Krawczynski, M. Ross, J. York

AGAINST:      R. Garner, T. Hennessee, C. Biasatti, A. Jones, D. Krawczynski, M. Ross, J. York

MOTION CARRIED/DENIED/POSTPONED

**COMAL INDEPENDENT SCHOOL DISTRICT**

**Subject: Consider/Approve Personnel Report**

**Date:** January 25, 2024

**Administrator Responsible/Position: Dr. John E. Chapman III, Superintendent**

**A. Purpose of Agenda Item:**

Information Only                       Action Needed                       Receive Input

**B. Authority for This Action:**

Local Policy                       Law or Rule                       N/A  
DC, DCA, DCB, DCE                      Texas Education Code, Chapter 21

**C. Strategic Objective, Goal, or Need Addressed:**

Strategic Plan                       District/Campus                       Other  
Goals 3 & 4                      Improvement Plan

**D. Summary:**

Previous board action relating to this item: Ongoing; monthly

Background information: Individuals on the lists provided are presented for consideration — Employments, Appointments, Assignments or Promotions; and, Resignations and Retirements

**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:** It is the recommendation of the Superintendent that the Board of Trustees approve employment, appointment, assignment, or promotion of personnel; and, resignations and retirements as presented.

**G. Fiscal Impact and Cost:**

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

**H. Action:**

Motion by \_\_\_\_\_, second by \_\_\_\_\_

“I move to approve/disapprove/postpone the Superintendent’s personnel recommendations as presented.”

FOR                      R. Garner, T. Hennessee, C. Biasatti, A. Jones, D. Krawczynski, M. Ross, J. York  
AGAINST:                      R. Garner, T. Hennessee, C. Biasatti, A. Jones, D. Krawczynski, M. Ross, J. York

MOTION CARRIED/DENIED/POSTPONED

# COMAL INDEPENDENT SCHOOL DISTRICT

**Subject:** **December 2023 Financial Statement & Expenditures** **Date:** January 25, 2024

**Administrator Responsible/Position:** Glenn Graham, 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

Policy CFA (Legal) – States that annual financial statements must be adopted and filed with TEA. The District exceeds this requirement with monthly adoption of the financial statements.

**C. Strategic Objective, Goal, or Need Addressed:**

Strategic Plan                       District/Campus Improvement Plan                       Other

Academic Success/Instruction

**D. Summary:**

Previous board action relating to this item: Monthly

Future action anticipated: Ongoing

Background information: Separate Memo is attached.

**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: It is the recommendation of the Superintendent that the Board of Trustees approve December 2023 financial statements and expenses as presented.**

**G. Fiscal Impact and Cost: None                      Amount: Per Report**

Budget                       Bond                       Grant/Special Funds                       Other

**H. Action:**

Motion by \_\_\_\_\_, second by \_\_\_\_\_

“I move to approve/ disapprove/postpone December 2023 Financial Statement & Expenditures as presented.”

FOR                      R. Garner, T. Hennessee, C. Biasatti, A. Jones, D. Krawczynski, M. Ross, J. York

AGAINST:                      R. Garner, T. Hennessee, C. Biasatti, A. Jones, D. Krawczynski, M. Ross, J. York

MOTION CARRIED/DENIED/POSTPONED

**COMAL INDEPENDENT SCHOOL DISTRICT**

**Subject: Tax Office Report**

**Date:** January 25, 2024

**Administrator Responsible/Position: Glenn Graham, 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

Policy BDAF (LEGAL) states that the administration must prepare and submit to the Board each month a written report, made under oath, accounting for all taxes collected for the District during the preceding month.

**C. Strategic Objective, Goal, or Need Addressed:**

- Strategic Plan                       District/Campus                       Other  
*Academic Success/Instruction*                      Improvement Plan

**D. Summary:**

- Previous board action relating to this item: Ongoing
- Future action anticipated: Monthly
- Background information:

**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:** It is the recommendation of the Superintendent that the Board of Trustees approve the December tax office report and report of tax dollar loss or gain as presented.

**G. Fiscal Impact and Cost: None                      Amount: N/A**

- Budget                       Bond                       Grant/Special Funds                       Other

**H. Action:**

Motion by \_\_\_\_\_, second by \_\_\_\_\_

“I move to approve/disapprove/postpone the December tax office report of tax dollar loss or gain as presented.”

FOR                      R. Garner, T. Hennessee, C. Biasatti, A. Jones, D. Krawczynski, M. Ross, J. York  
AGAINST:                      R. Garner, T. Hennessee, C. Biasatti, A. Jones, D. Krawczynski, M. Ross, J. York

MOTION CARRIED/DENIED/POSTPONED

**COMAL INDEPENDENT SCHOOL DISTRICT**

**Date:** January 25, 2024

**Subject: Consider/Approve Donation from U.S. Employees Benefits Services Group**

**Administrator Responsible/Position: Glenn Graham, CFO**

**A. Purpose of Agenda Item:**

- Information Only
- Action Needed
- Receive Input

**B. Authority for This Action:**

- Local Policy
- Law or Rule
- 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:

Future action anticipated:

Background information: U.S. Employees Benefits Services Group is proposing to donate \$5,000.00 to CISD to supplement cost associated with the Retired Teacher’s Thanksgiving Luncheon.

**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:** It is the recommendation of the Superintendent that the Board of Trustees approves the \$5,000.00 donation from U.S. Employees Benefits Services Group as presented.

**G. Fiscal Impact and Cost: None Amount: \$5,000.00**

- Budget
- Bond
- Grant/Special Funds
- Other Campus Activity

**H. Action:**

Motion by \_\_\_\_\_, second by \_\_\_\_\_

“I move to approve/ disapprove/postpone the \$5,000.00 donation from the U.S. Employees Benefits Services Group as presented.”

FOR R. Garner, T. Hennessee, C. Biasatti, A. Jones, D. Krawczynski, M. Ross, J. York  
AGAINST: R. Garner, T. Hennessee, C. Biasatti, A. Jones, D. Krawczynski, M. Ross, J. York  
MOTION CARRIED/DENIED/POSTPONED

COMAL INDEPENDENT SCHOOL DISTRICT

Date: January 25, 2024

Subject: Consideration and Possible Approval of Special Education Service Providers
Administrator Responsible/Position: Glenn Graham, 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
CH Local, Govt Code Chap. 2254

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 approved initial Special Education Service Providers at the June 22 Regular Board Meeting.

Future action anticipated:

Background information: Special Education staffing challenges and an increase in referrals for initial evaluations has resulted in increased expenditures with Special Education service providers. Some provider contracts have or will exceed \$50,000 or prior Board approved amounts, thus requiring Board approval. No increases to the budget are needed at this time.

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: It is the recommendation of the Superintendent that the Board of Trustees approve the Special Education Service Providers contracting in excess of \$50,000 in 2023-2024 fiscal year.

G. Fiscal Impact and Cost: None

Amount: N/A

- Budget, Bond, Grant/Special Funds, Other
199, 224 &282

H. Action:

Motion by \_\_\_\_\_, second by \_\_\_\_\_

“I move to approve/ disapprove/postpone the Special Education Service Providers as presented.”

FOR R. Garner, T. Hennessee, C. Biasatti, A. Jones, D. Krawczynski, M. Ross, J. York
AGAINST: R. Garner, T. Hennessee, C. Biasatti, A. Jones, D. Krawczynski, M. Ross, J. York
MOTION CARRIED/DENIED/POSTPONED

**COMAL INDEPENDENT SCHOOL DISTRICT**

**Date: January 25, 2024**

**Subject: Consideration and Possible Approval of Qualified Investment Brokers**  
**Administrator Responsible/Position: Glenn Graham, 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  
Board Policy CDA                      Public Funds Investment Act - Texas Government Code

**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 approved initial Qualified Brokers at the June 22 Regular Board Meeting.

Future action anticipated:

Background information: As the District looks to diversify investment opportunities, more investment firms need to be added to the list of Approved Investment Brokers.

**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:** It is the recommendation of the Superintendent that the Board of Trustees approve the list of additional Qualified Brokers for the 2023-2024 fiscal year.

**G. Fiscal Impact and Cost: None                      Amount: N/A**

- Budget                       Bond                       Grant/Special Funds                       Other

**H. Action:**

Motion by \_\_\_\_\_, second by \_\_\_\_\_  
“I move to approve/ disapprove/postpone the Qualified Brokers as presented.”

FOR                      R. Garner, T. Hennessee, C. Biasatti, A. Jones, D. Krawczynski, M. Ross, J. York  
AGAINST:                      R. Garner, T. Hennessee, C. Biasatti, A. Jones, D. Krawczynski, M. Ross, J. York

MOTION CARRIED/DENIED/POSTPONED

**COMAL INDEPENDENT SCHOOL DISTRICT**

**Subject: Portable Building Purchase for JRES**

**Date:** January 25, 2024

**Administrator Responsible/Position: Malcolm Mulroney, COO**

**A. Purpose of Agenda Item:**

Information Only                       Action Needed                       Receive Input

**B. Authority for This Action:**

Local Policy                       Law or Rule                       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:

Future action anticipated:

Background information: Growth combined with capacity limitations at JRES has created a need for 2 additional portable buildings for the 2024-2025 school year.

**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:** It is the recommendation of the Superintendent that the Board of Trustees approve the purchase of 2 Portable Buildings and installation costs in the amount of \$262,652.00 from Palomar Modular Buildings as presented.

**G. Fiscal Impact and Cost: None                      Amount: \$262,652.00**

Budget                       Bond                       Grant/Special Funds                       Other Campus Activity

**H. Action:**

Motion by \_\_\_\_\_, second by \_\_\_\_\_

“I move to approve/disapprove/postpone the purchase of 2 additional Portable Buildings for JRES as presented.”

FOR                      R. Garner, T. Hennessee, C. Biasatti, A. Jones, D. Krawczynski, M. Ross, J. York  
AGAINST:                      R. Garner, T. Hennessee, C. Biasatti, A. Jones, D. Krawczynski, M. Ross, J. York

MOTION CARRIED/DENIED/POSTPONED

# COMAL INDEPENDENT SCHOOL DISTRICT

**Subject:** **K-5 Classroom Libraries for Title I Elementary Schools** **Date:** January 25, 2024

**Administrator Responsible/Position:** **Krista Moffatt, Assistant Superintendent of Teaching, Learning & Leadership**

**A. Purpose of Agenda Item:**

- Information Only                       Action Needed                       Receive Input

**B. Authority for This Action:**

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

**C. Strategic Objective, Goal, or Need Addressed:**

- Strategic Plan                       District/Campus Improvement Plan                       Other

**D. Summary:**

- Previous board action relating to this item:

- Future action anticipated:

Background information: Comal ISD 2023-2024 ESSA Consolidated Federal Grant ( Title I, Part A Grant) provides supplemental funding to state and local educational agencies to acquire additional education resources at schools serving high concentrations of students from low-income homes. These resources are used to improve the quality of education programs and ensure students from low-income families have opportunities to meet challenging state assessments. District administration recommends the purchase of grades K through 5 classroom library books for all Title I elementary classroom teachers. This will provide equitable access to evidence-based decodable text that supports reading growth for all student groups. These book additions add more literature to the classroom that is based on the same research associated with the Science of Reading and other effective instructional practices. The selected books will serve as a bridge between beginning reading material (picture books and stories with only a few words per page) and standard grade level text (as in a magazine or textbook). District administration recommends the purchase of \$72,720.00 from *Just Right Reader, Inc.* and \$69,454.00 from *Academic Therapy Publications High Noon Books* using a total of \$142,174.00 Title 1, Part A funds.

**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:** It is the recommendation of the Superintendent that the Board of Trustees approve the purchase of grades K through 5 classroom library books for all Title I elementary classroom teachers for a total purchase of \$72,720.00 from *Just Right Reader, Inc.* and \$69,454.00 from *Academic Therapy Publications High Noon Books* as presented.

**G. Fiscal Impact and Cost:**                      16  
**Amount:** \$142,174.00

Budget

Bond

Grant/Special Funds

Other

Title 1, Part A

**H. Action:**

Motion by \_\_\_\_\_, second by \_\_\_\_\_

“I move to approve/disapprove/postpone the purchase of K-5 Classroom Libraries for Title I Elementary Schools as presented.”

FOR R. Garner, T. Hennessee, C. Biasatti, A. Jones, D. Krawczynski, M. Ross, J. York

AGAINST: R. Garner, T. Hennessee, C. Biasatti, A. Jones, D. Krawczynski, M. Ross, J. York

MOTION CARRIED/DENIED/POSTPONED

## COMAL INDEPENDENT SCHOOL DISTRICT

**Subject:** **Order Calling the General Election of Trustees** **Date:** Jan. 25, 2024

**Administrator Responsible/Position:** Steve Stanford, Chief Communications Officer

**A. Purpose of Agenda Item:**

Information Only                       Action Needed                       Receive Input

**B. Authority for This Action:**

Local Policy                       Law or Rule                       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: N/A

Future action anticipated: Annually

Background information: Attached is the proposed Election Order, calling for the general election of Trustees to be held in the COMAL INDEPENDENT SCHOOL DISTRICT in Single Member Districts 1, 2 and 5 on Saturday, May 4, 2024, for the purpose of electing separately three (3) Trustees to the Board, to-wit: a school Trustee from Single Member District One (1) for a term of three (3) years; a school Trustee from Single Member District Two (2) for a term of three (3) years; and a school Trustee from Single Member District Five (5) for a term of three (3) years. All or portions of these Single-Member Districts are situated in Comal County and Guadalupe County. The District will contract with Comal County to administer the election in both counties. According to Election Code, the order calling the election must be approved by the Comal ISD Board of Trustees no later than February 16, 2024. Early Voting and Election Day poll locations will be identified in Exhibits to the Election Order once the locations are identified by the 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:** It is the recommendation of the Superintendent that the Board of Trustees approve the Election Order calling for the general trustee election as presented.

**G. Fiscal Impact and Cost: None**                      **Amount:** N/A

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 4, 2024, in Single-Member Districts 1, 2 and 5 for the purpose of electing three trustees to the Board of Trustees as presented.”

FOR R. Garner, T. Hennessee, C. Biasatti, A. Jones, D. Krawczynski, M. Ross, J. York

AGAINST: R. Garner, T. Hennessee, C. Biasatti, A. Jones, D. Krawczynski, M. Ross, J. York

MOTION CARRIED/DENIED/POSTPONED

**COMAL INDEPENDENT SCHOOL DISTRICT**

**Subject: Consider/Approve the Award of Construction Manager at Risk for Reinvestment and Infrastructure Projects**

**Date:** January 25, 2024

**Administrator Responsible/Position:** Malcolm Mulroney, Chief Operations Officer

**A. Purpose of Agenda Item:**

Information Only                       Action Needed                       Receive Input

**B. Authority for This Action:**

Local Policy                       Law or Rule                       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: Construction Delivery Method approved in August. This is the 2nd step in the 3-step process.

Future action anticipated: Guaranteed Maximum Price (GMP) anticipated for Board approval in Spring 2024

Background information:

**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:** It is the recommendation of the Superintendent that the

Board of Trustees approve the ranking of the Construction Manager at Risk (CMr) for: Canyon HS – Reinvest; DHS & SVHS CLHS – Reinvest; System Package 1, 2, & 3 as presented.

**G. Fiscal Impact and Cost: None                      Amount: N/A**

Budget                       Bond                       Grant/Special Funds                       Other

**H. Action:**

Motion by \_\_\_\_\_, second by \_\_\_\_\_

“I move to approve/ disapprove/postpone the award of Construction Manager at Risk for Elementary 22, Elementary 23, and Middle School 09 as presented.”

FOR                      R. Garner, T. Hennessee, C. Biasatti, A. Jones, D. Krawczynski, M. Ross, J. York  
AGAINST:                      R. Garner, T. Hennessee, C. Biasatti, A. Jones, D. Krawczynski, M. Ross, J. York

MOTION CARRIED/DENIED/POSTPONED

## COMAL INDEPENDENT SCHOOL DISTRICT

**Subject: Consider/Approve Request For Qualifications for Furniture, Fixtures, and Equipment**

**Date:** January 25, 2024

**Administrator Responsible/Position:** Malcolm Mulroney, Chief Operations Officer

**A. Purpose of Agenda Item:**

Information Only                       Action Needed                       Receive Input

**B. Authority for This Action:**

Local Policy                       Law or Rule                       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:

Future action anticipated:

Background information: The Construction and Purchasing departments have evaluated RFP proposals for FF&E goods on an IDIQ basis to include BMS and HCCPHS. The goal of an IDIQ RFP is to provide a competitive environment in which supply vendors can provide the best value for the district on an as needed basis for up to 5 years.

**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: It is the recommendation of the Superintendent that the Board of Trustees approve the awarded FF&E RFP as presented.**

**G. Fiscal Impact and Cost: None                      Amount: N/A**

Budget                       Bond                       Grant/Special Funds                       Other

**H. Action:**

Motion by \_\_\_\_\_, second by \_\_\_\_\_

"I move to approve/disapprove/postpone the awarded FF&E RFP as presented."

FOR                      R. Garner, T. Hennessee, C. Biasatti, A. Jones, D. Krawczynski, M. Ross, J. York  
AGAINST:                      R. Garner, T. Hennessee, C. Biasatti, A. Jones, D. Krawczynski, M. Ross, J. York  
MOTION CARRIED/DENIED/POSTPONED

**COMAL INDEPENDENT SCHOOL DISTRICT**

**Subject: Consider/Approve Utility Easements**      **Date:** January 25, 2024

**Administrator Responsible/Position: Malcolm Mulroney, COO**

**A. Purpose of Agenda Item:**

- Information Only
- Action Needed
- Receive Input

**B. Authority for This Action:**

- Local Policy
- Law or Rule
- 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:

Future action anticipated:

Background information:

**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: It is the recommendation of the Superintendent that the Board of Trustees approve the utility easements as presented.**

**G. Fiscal Impact and Cost: None      Amount:**

- Budget
- Bond
- Grant/Special Funds
- Other

**H. Action:**

Motion by \_\_\_\_\_, second by \_\_\_\_\_

“I move to approve/disapprove/postpone the utility easements as presented.”

FOR            R. Garner, T. Hennessee, C. Biasatti, A. Jones, D. Krawczynski, M. Ross, J. York

AGAINST:    R. Garner, T. Hennessee, C. Biasatti, A. Jones, D. Krawczynski, M. Ross, J. York

MOTION CARRIED/DENIED/POSTPONED

**COMAL INDEPENDENT SCHOOL DISTRICT**

**Subject:** **Consider/Approve 2024-2025 Academic Calendar**      **Date:** January 25, 2024

**Administrator Responsible/Position:** **Dr. John E. Chapman III**

**A. Purpose of Agenda Item:**

Information Only                                       Action Needed                                       Receive Input

**B. Authority for This Action:**

Local Policy                                       Law or Rule                                       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: Presented options at the December 2023 Board Meeting and reviewed at the January 10, 2024, Board Workshop

Future action anticipated: Approval of the 2024-25 Academic Calendar

Background information: The DEIC provided calendar input resulting in Calendar proposals shared with all stakeholders. Based on feedback, calendar options were presented, discussed, and modified resulting in the proposed Academic Calendar for consideration.

**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: It is the recommendation of the Superintendent that the Board of Trustees approve the 2024-2025 Academic Calendar as presented.**

**G. Fiscal Impact and Cost: None                                      Amount: N/A**

Budget                                       Bond                                       Grant/Special Funds                                       Other

**H. Action:**

Motion by \_\_\_\_\_, second by \_\_\_\_\_

“I move to approve/ disapprove/postpone the 2024-2025 Academic Calendar as presented.”

FOR                                      R. Garner, T. Hennessee, C. Biasatti, A. Jones, D. Krawczynski, M. Ross, J. York  
AGAINST:                                      R. Garner, T. Hennessee, C. Biasatti, A. Jones, D. Krawczynski, M. Ross, J. York

MOTION CARRIED/DENIED/POSTPONED

# COMAL INDEPENDENT SCHOOL DISTRICT

## Certified Agenda of Closed Session

Meeting of January 25, 2024

**CONFIDENTIAL: No one shall, without lawful authority, knowingly disclose to a member of the public this certified agenda of a closed session meeting. A person who violates this subsection commits a Class B misdemeanor and may be liable to any party injured or damaged by the disclosure. Texas Government Code 551.146(a).**

### I. Statement of Beginning of Closed Session:

The presiding officer announced at the beginning of the closed session:

“The Board of Trustees on January 25, 2024, beginning at \_\_\_\_\_ PM, convened in a closed session pursuant to Sections 551.071 through 551.089 of the Texas Government Code.”

### II. Subjects Discussed in the Session Closed to the Public:

- A. Pursuant to Texas Government Code Sections §551.074 for the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer, employee, or to hear complaints or charges against a public officer or employee.
  - a. Conduct the Superintendent Summative Evaluation to Discuss Contract Extension

Board members present: \_\_\_\_\_

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### III. Statement at End of Closed Session:

The presiding officer announced at the end of the closed session:

“The Board of Trustees ended its closed session at \_\_\_\_\_ PM on January 25, 2024.”

### IV. Record of Further Action Taken, if any, on Above Items in the Subsequent Open Session:

\_\_\_\_\_  
\_\_\_\_\_

### V. Certification by Presiding Officer:

I, Russ Garner, Comal ISD Board President, do hereby certify that the agenda listed above is a true and correct record of the proceedings on the above date.

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Russ Garner, President

Date