

Called Meeting
Tuesday, August 2, 2022 5:30 PM

Darrell Sneed Professional Development Center
1016 Magnolia St.
Mansfield, Texas 76063

Agenda

1. **Call to Order**
2. **Roll Call**
3. **Meeting Opening**
 - 3.1. Prayer
 - 3.2. Pledges
4. Adjourn to closed session pursuant to Texas Government Code Section 551.074, Personnel, to deliberate regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee, 551.071, Consultation with the Board's attorney; 551.072, real property; and 551.076 to conduct deliberations regarding security devices or security audits.
5. **Public Comments**
 - 5.1. The correct procedure for addressing the Board during Public Comments is as follows: Each speaker should address the Board from the podium microphone and state his or her name before speaking. All speakers will be limited to three minutes to make comments regarding items on the agenda, unless modified by the Board president based on Board Policy BED (LOCAL). Copies of presentations should be made available to all trustees and the Superintendent. Board policy prohibits the discussion of complaints against district employees during an open forum.
6. **Business Items Requiring Board Action**
 - 6.1. Consideration and Approval of the Human Resources Report
 - 6.2. Consideration and Approval of the Second Reading of MISD Policy Update DH(LOCAL)
 - 6.3. Consideration and Approval of the Board Scorecard
 - 6.4. Consideration and Approval of the Board Plan on a Page
 - 6.5. Consider Approval of Bids Received in the Months of July and August
7. **Adjourn**
 - 7.1. Adjourn



**Board of School Trustees
Mansfield Independent School District**

TITLE: Human Resources Report

DATE: August 2, 2022

ACTION

BACKGROUND:

Human Resource Report contains certified/contractual new hires and promotions for the current school year as required by Board Policy DC (local).

CONSIDERATIONS:

- Approve the hiring of new contractual personnel, approve promotions of current certified/contractual personnel.
- Do not approve the hiring of new contractual personnel, do not approve promotions of current certified/contractual personnel.

RECOMMENDATION:

The Superintendent recommends approval of selected certified/contractual personnel and promotions.

If Board agrees, the motion would be:

“Approve new contractual personnel and approve promotions, as presented.”

DATE: August 2, 2022
TO: Dr. Kimberley Cantu
Superintendent
FROM: Dr. Jennifer Stoecker
Assistant Superintendent for Human Resource Services
RE: **NEW HIRES/TRANSFERS FOR BOARD APPROVAL**

**NEW-HIRES/
TRANSFERS:**

NAME: Polley, Neketha
ASSIGNMENT: 21 St CCLC Ace Project Coordinator/Communications Dept.
EXPERIENCE: 6 Years
DEGREE: Master's/Walden University
START DATE: TBD

NAME: Roberts, Josh
ASSIGNMENT: Principal/Imogene Gideon ES
EXPERIENCE: 12 Years
DEGREE: Master's/Lamar University
START DATE: TBD

* Years of experience are self-reported and verified upon receipt of service records.



**Board of School Trustees
Mansfield Independent School District**

TITLE: Consideration and Approval of
the Second Reading of MISD Policy
Update DH(LOCAL)

DATE: August 2, 2022

CONSENT

BACKGROUND:

MISD is a member of the Texas Association of School Boards and as part of our service agreement; we receive their policy recommendations for our Legal and Local policies. The TASB policy service periodically provides updates to these policies, which reflect changes in education law and rule.

CONSIDERATIONS:

MISD Update Recommended Policy Changes DH(LOCAL)

RECOMMENDATION:

The Superintendent recommends approval of the second reading of the policy updates.

RECOMMENDED MOTION:

If the Board desires to approve this action item, an appropriate motion would be: “Move to approve the second reading of the Policy Updates as presented”

EMPLOYEE STANDARDS OF CONDUCT

DH
(LOCAL)

Each District employee shall perform his or her duties in accordance with state and federal law, District policy, and ethical standards. The District holds all employees accountable to the Educators' Code of Ethics. [See DH(EXHIBIT)]

Each District employee shall recognize and respect the rights of students, parents, other employees, and members of the community and shall work cooperatively with others to serve the best interests of the District.

An employee wishing to express concern, complaints, or criticism shall do so through appropriate channels. [See DGBA]

Violations of Standards of Conduct

Each employee shall comply with the standards of conduct set out in this policy and with any other policies, regulations, and guidelines that impose duties, requirements, or standards attendant to his or her status as a District employee. Violation of any policies, regulations, or guidelines, including intentionally making a false claim, offering a false statement, or refusing to cooperate with a District investigation, may result in disciplinary action, including termination of employment. [See DCD and DF series]

Weapons Prohibited

The District prohibits the use, possession, or display of any firearm, location-restricted knife, club, or prohibited weapon, as defined at FNCG, on District property at all times.

Exceptions

No violation of this policy occurs when:

1. Use or possession of a firearm by a specific employee is authorized by Board action. [See CKE]
2. A District employee who holds a Texas handgun license stores a handgun or other firearm in a locked vehicle in a parking lot, parking garage, or other parking area provided by the District, provided the handgun or other firearm is not in plain view; or
3. The use, possession, or display of an otherwise prohibited weapon takes place as part of a District-approved activity supervised by proper authorities. [See FOD]

Electronic Communication

Use with Students

A certified employee, licensed employee, or any other employee designated in writing by the Superintendent or a campus principal may use electronic communication, as this term is defined by law, with currently enrolled students only about matters within the scope of the employee's professional responsibilities.

Unless an exception has been made in accordance with the employee handbook or other administrative regulations, an employee

EMPLOYEE STANDARDS OF CONDUCT

DH
(LOCAL)

shall not use a personal electronic communication platform, application, or account to communicate with currently enrolled students.

Unless authorized above, all other employees are prohibited from using electronic communication directly with students who are currently enrolled in the District. The employee handbook or other administrative regulations shall further detail:

1. Exceptions for family and social relationships;
2. The circumstances under which an employee may use text messaging to communicate with individual students or student groups;
3. Hours of the day during which electronic communication is discouraged or prohibited; and
4. Other matters deemed appropriate by the Superintendent or designee.

In accordance with ethical standards applicable to all District employees [see DH(EXHIBIT)], an employee shall be prohibited from using electronic communications in a manner that constitutes prohibited harassment or abuse of a District student; adversely affects the student's learning, mental health, or safety; includes threats of violence against the student; reveals confidential information about the student; or constitutes an inappropriate communication with a student, as described in the Educators' Code of Ethics.

An employee shall have no expectation of privacy in electronic communications with students. Each employee shall comply with the District's requirements for records retention and destruction to the extent those requirements apply to electronic communication. [See CPC]

Personal Use	All employees shall be held to the same professional standards in their public use of electronic communication as for any other public conduct. If an employee's use of electronic communication violates state or federal law or District policy, or interferes with the employee's ability to effectively perform his or her job duties, the employee is subject to disciplinary action, up to and including termination of employment.
Reporting Improper Communication	In accordance with administrative regulations, an employee shall notify his or her supervisor when a student engages in improper electronic communication with the employee.
Disclosing Personal Information	An employee shall not be required to disclose his or her personal email address or personal phone number to a student.

Safety Requirements

Each employee shall adhere to [the following](#) District safety rules and regulations:

1. ~~Each employee shall keep his or her~~ Classroom doors shall be locked at all times during [the school day](#) ~~class time~~.
2. Exterior doors, which include the outdoor buildings, shall be locked at all times during the school day with exception of the approved prescheduled times for limited entry.
3. At no time should a door propping device or any non-district approved device which impairs the locking of a door be in use ~~a~~.
4. Employees shall report unsafe conditions or practices to the appropriate supervisor.
5. Violations of the District's safety policy, regulations, or guidelines may result in disciplinary action, up to and including termination of employment.

[Doors such as garage/roll-up may remain open only while in use for intended design](#)

Harassment or Abuse

An employee shall not engage in prohibited harassment, including sexual harassment, of:

5. Other employees. [See DIA]
6. Students. [See FFH; see FFG regarding child abuse and neglect.]

While acting in the course of employment, an employee shall not engage in prohibited harassment, including sexual harassment, of other persons, including Board members, vendors, contractors, volunteers, or parents.

An employee shall report child abuse or neglect as required by law. [See FFG]

Relationships with Students

An employee shall not form romantic or other inappropriate social relationships with students. Any sexual relationship between a student and a District employee is always prohibited, even if consensual. [See FFH]

As required by law, the District shall notify the parent of a student with whom an educator is alleged to have engaged in certain misconduct. [See FFF]

Tobacco and E-Cigarettes

An employee shall not smoke or use tobacco products or e-cigarettes on District property, in District vehicles, or at school-related activities. [See also GKA]

EMPLOYEE STANDARDS OF CONDUCT

DH
(LOCAL)

**Alcohol and Drugs /
Notice of Drug-Free
Workplace**

As a condition of employment, an employee shall abide by the terms of the following drug-free workplace provisions. An employee shall notify the Superintendent in writing if the employee is convicted for a violation of a criminal drug statute occurring in the workplace in accordance with Arrests, Indictments, Convictions, and Other Adjudications, below.

An employee shall not manufacture, distribute, dispense, possess, use, or be under the influence of any of the following substances during working hours while on District property or at school-related activities during or outside of usual working hours:

1. Any controlled substance or dangerous drug as defined by law, including but not limited to marijuana, any narcotic drug, hallucinogen, stimulant, depressant, amphetamine, or barbiturate.
2. Alcohol or any alcoholic beverage.
3. Any abusable glue, aerosol paint, or any other chemical substance for inhalation.
4. Any other intoxicant or mood-changing, mind-altering, or behavior-altering drug.

An employee need not be legally intoxicated to be considered “under the influence” of a controlled substance.

Exceptions

It shall not be considered a violation of this policy if the employee:

1. Manufactures, possesses, or dispenses a substance listed above as part of the employee’s job responsibilities;
2. Uses or possesses a controlled substance or drug authorized by a licensed physician prescribed for the employee’s personal use; or
3. Possesses a controlled substance or drug that a licensed physician has prescribed for the employee’s child or other individual for whom the employee is a legal guardian.

Sanctions

An employee who violates these drug-free workplace provisions shall be subject to disciplinary sanctions. Sanctions may include:

1. Referral to drug and alcohol counseling or rehabilitation programs;
2. Referral to employee assistance programs;
3. Termination from employment with the District; and

EMPLOYEE STANDARDS OF CONDUCT

DH
(LOCAL)

4. Referral to appropriate law enforcement officials for prosecution.

Notice

Employees shall receive a copy of this policy.

Arrests, Indictments, Convictions, and Other Adjudications

An employee shall notify his or her principal or immediate supervisor within three calendar days of any arrest, indictment, conviction, no contest or guilty plea, or other adjudication of the employee for any felony, any offense involving moral turpitude, and any of the other offenses as indicated below:

1. Crimes involving school property or funds;
2. Crimes involving attempt by fraudulent or unauthorized means to obtain or alter any certificate or permit that would entitle any person to hold or obtain a position as an educator;
3. Crimes that occur wholly or in part on school property or at a school-sponsored activity; or
4. Crimes involving moral turpitude, which include:
 - Dishonesty; fraud; deceit; theft; misrepresentation;
 - Deliberate violence;
 - Base, vile, or depraved acts that are intended to arouse or gratify the sexual desire of the actor;
 - Felony possession or conspiracy to possess, or any misdemeanor or felony transfer, sale, distribution, or conspiracy to transfer, sell, or distribute any controlled substance defined in Chapter 481 of the Health and Safety Code;
 - Acts constituting public intoxication, operating a motor vehicle while under the influence of alcohol, or disorderly conduct, if any two or more acts are committed within any 12-month period; or
 - Acts constituting abuse or neglect under the Texas Family Code.

Dress and Grooming

An employee's dress and grooming shall be clean, neat, in a manner appropriate for his or her assignment, and in accordance with any additional standards established by his or her supervisor and approved by the Superintendent.



**Board of School Trustees
Mansfield Independent School District**

TITLE: Consideration and Approval of the Board Scorecard DATE: August 2, 2022

ACTION

BACKGROUND:

The purpose of the Board Scorecard is to provide an overall picture and data summary of the Board's priorities, as well as the progress of reaching Vision 20/30 goals. Through the Board's effort to collect data, they are able to analyze the statistics, progress, and trends, as well as capture areas of concern in order to forecast future goals and growth.





CONSIDERATION:

Once adopted, the Board will be update and report on certain items each month on the regular board meeting agenda for the public to view.

RECOMMENDATION:

If the Board of Trustees approves the Board scorecard, the motion would read, "I move to approve the Board Scorecard as presented."

5. ADVOCACY AND ENGAGEMENT										
#	Key Strategic Measure	5 Year Goal	Base Line 2021-22	Actual Date					Status	Notes
				2022-23	2023-24	2024-25	2025-26	2026-27		
5.1	Community Conversations	Minimum 9 a year depending on community needs.	57%							
5.2	Board Members Visible at School / Community Events	Attendance at 75% of designated school events								
5.3	Local elected state officials are informed of MISD legislative priorities	100%	45%							
6. SYNERGY AND TEAMWORK										
#	Key Strategic Measure	5 Year Goal	Base Line 2021-22	Actual Date					Status	Notes
				2022-23	2023-24	2024-25	2025-26	2026-27		
6.1	Team of 8/Progress Meetings	Once a quarter	100%							
6.2	Board Member Partnership/Buddy	One buddy activity per month								

	Met or Exceeded 5 Year Goal		On Track Towards Meeting Goal with a Positive Trend		Did Not Achieve Yearly Goal - Improvement Effort Suggested		Current Progress Did Not Achieve Goal - Improvement Effort Required
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**Board of School Trustees
Mansfield Independent School District**

TITLE: Consideration and Approval of the Board Plan on a Page DATE: August 2, 2022

ACTION

BACKGROUND:

The purpose of the Board Plan on a Page is be aligned with district departments in striving to achieve Vision 20/30 goals.

CONSIDERATION:

Approve the Board Plan on a Page to align with district departments.

RECOMMENDATION:

If the Board of Trustees approves the Board Plan on a Page, the motion would read, “I move to approve the Board Plan on a Page as presented.”



Plan On A Page



2022 - 2023 Board of Trustees

District Mission

To inspire and educate students to be productive citizens.

District Vision

A destination district committed to excellence.

District Motto

MISD: A great place to live, learn, and teach.

District Values

- Students First
- Continuous Improvement
- Integrity
- Communication Positive Relations
- Resiliency

Board Values

- Students First
- Good Governance
- Moral & Ethically Sound
- Engage Community Involvement
- Unity

MISD Guiding Statements

1. Students will read on level or higher by the beginning of third grade and will remain on level or higher as a MISD student.
2. Students will demonstrate mastery of Algebra II by the end of eleventh grade.
3. Students will graduate life ready.
4. Students will graduate college and/or career ready.

Board Goals

Goal 1: Remains focused on the Board's goals and priorities, annually evaluating its performance as a team, with attention given to the district's vision and goals; fulfilling the board's duties, responsibilities, and commitments; and the board's working relationship with the superintendent.

Goal 2: Ensure the equitable distribution of resources, opportunities, and experiences based on the diverse needs of students and schools



Plan En Una Página



2022 - 2023 Junta Directiva

MISD Misión

Inspirar y educar a los estudiantes para que sean ciudadanos productivos.

Visión Del Distrito

Un distrito destinado comprometido a la excelencia.

Lema Del Distrito

MISD: Un gran lugar para vivir, aprender y enseñar.

Valores Del Distrito

- Estudiantes Primero
- Mejoramiento Continuo
- Integridad
- Comunicación Relaciones Positivas
- Resiliencia

Valores De La Junta

- Los Estudiantes Primero
- Buen Gobierno
- Moral y Eticamente Sólido
- Involucrar a La Comunidad
- Unidad

Declaraciones Orientadoras De MISD

1. Los estudiantes leerán a un nivel o más alto al comienzo del tercer grado y permanecerán a un nivel o más alto como un estudiantes de MISD.
2. Los estudiantes de mostrarán dominio de Álgebra II al final del undécimo grado.
3. Los estudiantes se graduarán listos para la vida.
4. Los estudiantes se graduarán preparados para la universidad y / o la carrera.

Objetivos De La Junta Directiva

Objetivo 1: Permanece enfocado en los objetivos y prioridades de la Junta, evaluando anualmente su desempeño como equipo, prestando atención a la visión y los objetivos del distrito; cumpliendo con el tablero.

Objetivo 2: Asegurar la distribución equitativa de recursos, oportunidades y experiencias basadas en las diversas necesidades de los estudiantes y las escuelas.



**Board of School Trustees
Mansfield Independent School District**

TITLE: Consider Approval of Bids received in the
Month of July and August

DATE: August 2, 2022

ACTION

BACKGROUND:

Under Texas Education Code 44.031 "...all school district contracts, except contracts for the purchase of produce or vehicle fuel, valued at \$50,000 or more in the aggregate for each 12-month period shall be made by the method, of the following methods, that provides the best value for the district: (1) competitive bidding; (2) competitive sealed proposals; (3) a request for proposals, for services other than construction services; (4) an inter-local contract; (5) a design/build contract; (6) a contract to construct, rehabilitate, alter, or repair facilities that involves using a construction manager; or (7) a job order contract for the minor construction, repair, rehabilitation, or alteration of a facility; (8) the reverse auction procedure as defined by Section 2155.062(d), Government Code; or (9) the formation of a political subdivision corporation under Section 304.001, Local Government Code.

Compliance with Texas Education Code 44.031 is not required for purchases that are deemed sole source. Board approval is required if the expenditures exceeds \$50,000 per MISD Policy CH Local.

CONSIDERATION:

The following bids were received:

- 23-001 Professional Services (Open-Ended)
- 23-002 Miscellaneous Services and Equipment (Open-Ended)
- 22-004 Restaurant and Catering Services (Open-Ended)

RECOMMENDATION:

The Superintendent recommends that the Board approve bids received in the Month of July and August.

RECOMMENDED MOTION:

"Move to adopt the bids received during the Month of July and August."

Exhibit 1:

TITLE: Consider Approval of RFP 23-001, 23-002 and RFP 22-004, Vendor Recommendation for Awarding Open-Ended Bids DATE: August 2, 2022

BACKGROUND:

We request that the MISD Board of Trustees approve the recommendations as made by the Purchasing Department. All documents related to:

- RFP 23-001 Professional Services were received electronically through MISD e-Bid prior to the closing at 2:00 p.m. on June 30, 2023.
- RFP 23-002 Miscellaneous Services and Equipment were received electronically through MISD e-Bid prior to the closing at 2:00 p.m. on June 30, 2023.
- RFP 23-004 Restaurants and Catering Services were received electronically through MISD e-Bid prior to the closing at 2:00 p.m. on June 30, 2023.

These proposals are open-ended with vendors approved and added throughout the proposal period.

RFPs:

The following bids were received for RFP's:

- 23-001 Professional Services (Open-Ended)
 - 1.
- 23-002 Miscellaneous Services and Equipment (Open-Ended)
 1. Advanced Foundation Repair LP
- 22-004 Restaurant and Catering Services (Open-Ended)
 - 1.