

Regular Meeting  
Tuesday, June 20, 2023 6:30 PM

Third Floor Training Room  
285 Uptown Blvd.  
Cedar Hill, Texas 75104

## **Agenda**

1. CALL TO ORDER  
FIRST ORDER OF BUSINESS - Announcement by the Board President whether a quorum is present, and that the notice of the meeting has been duly called, and posted in the time and manner required by the Texas Open Meetings Act, Texas Government Code Chapter 551.
2. PUBLIC HEARING
  - 2.A. Public Hearing
    - 2.A.1. FY2024 Board Approved Budgets

**Cedar Hill Independent School District**  
**BOARD OF TRUSTEES**

Meeting Date: June 20, 2023  
Presented by: Dr. Gerald Hudson, Superintendent of Schools  
Subject: Public Hearing on Proposed Budget and Proposed Tax Rate

**Public Hearing**

**BOARD GOAL:**

Align the budget process to achieve district goals.

**BACKGROUND INFORMATION:**

The Texas Education Code, Section 44.002, requires the district to prepare a proposed budget covering all estimated revenue and all proposed expenditures of the district for the coming fiscal year. Section 44.004(a) requires a public meeting of the Board of Trustees to allow public input on that budget. Any taxpayer in the district may be present and may participate in the hearing.

The budget must be adopted before July 1<sup>st</sup> or before any expenditure of the budgeted appropriations.

The adopted budget provides authority to expend funds for the purposes indicated and in accordance with state law, Board policy, and the District's approved purchasing procedures. The expenditure of funds shall be under the direction of the Superintendent or designee who shall ensure that funds are expended in accordance with the adopted budget.

**RECOMMENDATIONS:**

Hold public hearing on proposed budget and proposed tax rate.

**BOARD ACTION REQUIRED:**

Hold public hearing on proposed budget and proposed tax rate.

**POLICY AUTHORIZATION:**

CE (Local), CE (Legal) and Texas Education Code

**CONTACT PERSON(S):**

Carla Settle, CFO  
Paula McBride, Executive Director

**Funding Source:**

General Fund (199), Food Service Fund (240) and Debt Service Fund (599)

**ENCLOSURES:**

Attached



CEDAR HILL INDEPENDENT SCHOOL DISTRICT

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# **PUBLIC HEARING 2023-2024 Budget**

**June 20, 2023**

# AGENDA

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## General Operating Fund Budget Assumptions

- Property Value Trends
- Tax Rates
- Revenue Assumptions & Compensation Recommendations

## 2023-2024 Proposed Budgets for Board Approval

- General Operating Fund
- Child Nutrition Fund
- Debt Service Fund

## Next Steps

- Budget Calendar



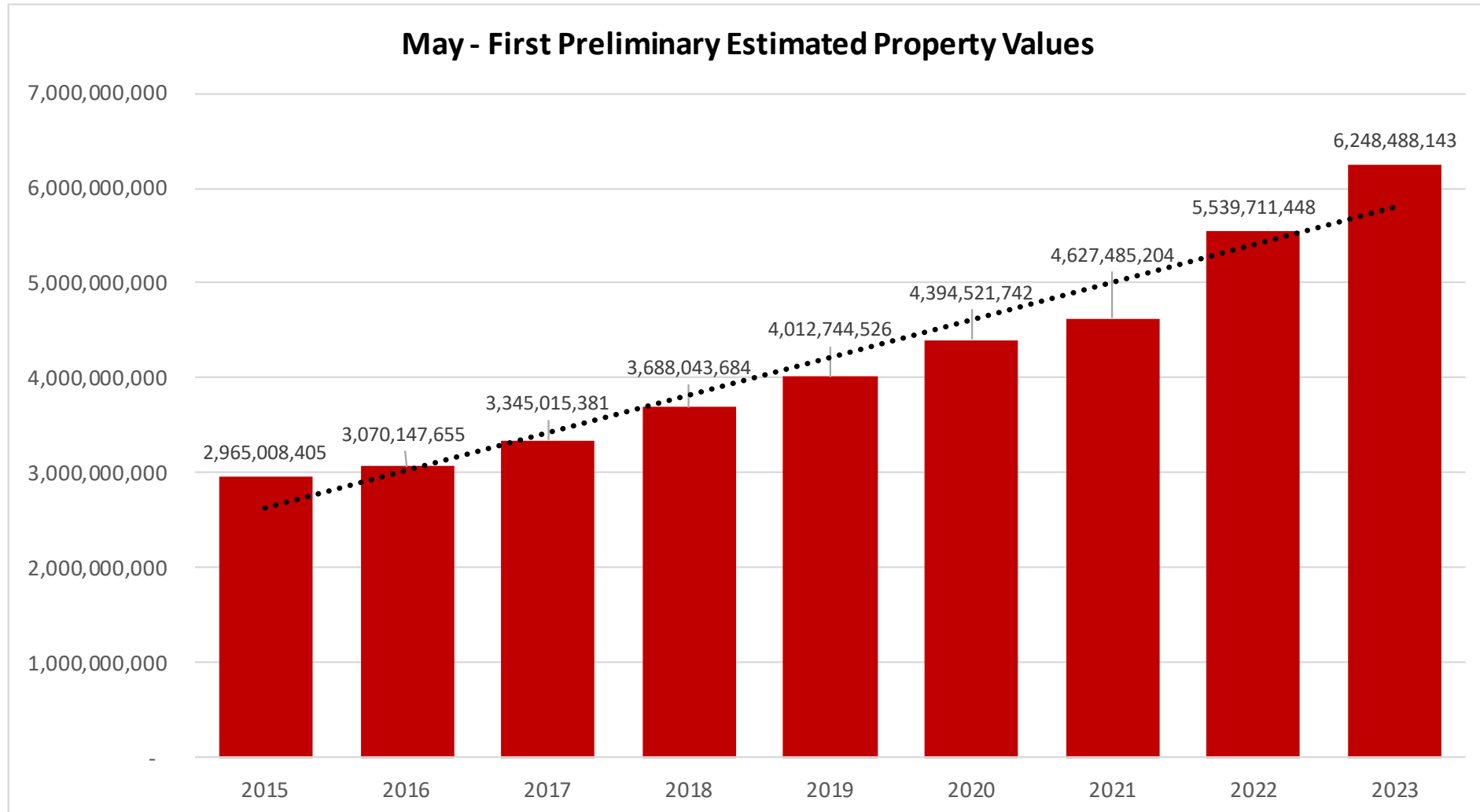


CEDAR HILL INDEPENDENT SCHOOL DISTRICT

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# GENERAL OPERATING FUND Assumptions

# Property Value Trends



Source: Dallas Central Appraisal District - <https://www.dallascad.org/PreliminaryValue.aspx>

# 2022 Property Tax Rates by District – Dallas County

TRE Passed

DCAD District	M&O	I&S	Total 2022 Tax Rate
Lancaster ISD	0.940600	0.437500	1.378100
Richardson ISD	0.964600	0.350000	1.314600
Desoto ISD	0.942900	0.315300	1.258200
Grand Prairie ISD	0.942900	0.364100	1.307000
Sunnyvale ISD	0.960500	0.414100	1.374600
Mesquite ISD	0.884600	0.400000	1.284600
Duncanville ISD	0.932900	0.320000	1.252900
Grapevine-Colleyville ISD	0.909100	0.221700	1.130800
Coppell ISD	0.986700	0.230600	1.217300
Ferris ISD	0.938500	0.300000	1.238500
Garland ISD	0.854600	0.317900	1.172500
Dallas ISD	0.942900	0.242035	1.184935
Cedar Hill ISD	0.854600	0.336000	1.190600
Irving ISD	0.905600	0.241800	1.147400
Carrollton-Farmers Branch ISD	0.942900	0.200000	1.142900
Highland Park ISD	0.907800	0.170000	1.077800



# Revenue Assumptions/Parameters 2023-24

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- Student enrollment projection: 6,830
- Average Daily Attendance: 6,386 (93.5% attendance rate)
- 98.5% Local Property Tax Collection rate; Homestead Exemption: \$40,000
- **Projected Taxable Appraised Value (TAV): 10%**
- Projected state Maximum Compressed Tax Rate (MCR): \$.7854  
*(In August, tax rate will change based on July 25 certified values used by the Comptroller and communicated to districts. Rate could change further based on outcome of fall special legislative session)*
- District's maximum Maintenance and Operations tax rate:  
**\$0.9554** – published June 10<sup>th</sup>
- Salary Vacancy Savings: 4% (FY23 highest fill rate = 92%)
- Preliminary Debt Service Rate: **\$0.3360** – published June 10<sup>th</sup>



# 2023-24 Compensation

**\$1,865,000**

## 2023-2024 Estimated Cost for Pay Increases\* - General Fund

Starting Teacher Pay \$57,000  
(increase of \$1,000)

1% midpoint increase  
Plus Teacher 3%  
increase & equity  
adjustments

1% Midpoint Cost for All Staff	\$550,000
Equity Adjustments (with current teachers) including 3% increase	\$725,000
Teacher Longevity Pay	\$395,000
Increase in Employer Contribution to medical plan from \$300 to \$325/month	\$195,000



\*Benefits Included



CEDAR HILL INDEPENDENT SCHOOL DISTRICT

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**FY 2023-24**  
**General Operating (199)**  
**Budget**

# 2023-2024 General Fund Considerations

Increases to the Current Revised Budget	Estimated Amount
Estimated Property & Casualty Insurance Increases	350,000
Dual Credit Textbooks & Reading Academies	400,000
<b>Non-negotiable Total</b>	<b>750,000</b>
3% raise + equity adjustments to Teacher, Librarian & Nurses Salary Schedule + 1% raise for all other salary schedules and related TRS increases	1,670,000
Increase medical healthcare contribution from \$300 to \$325 per month per employee that participates in district's medical plan	195,000
<b>Total Increases</b>	<b>2,615,000</b>
Decreases to the Current Revised Budget	Estimated Amount
Anticipated salary savings of 2% as a result of vacancies (total 4%)	(1,100,000)
Reclassification and reduction of positions	(1,210,000)
<b>Total Decreases</b>	<b>(2,310,000)</b>



# 2023-2024 General Operating Budget

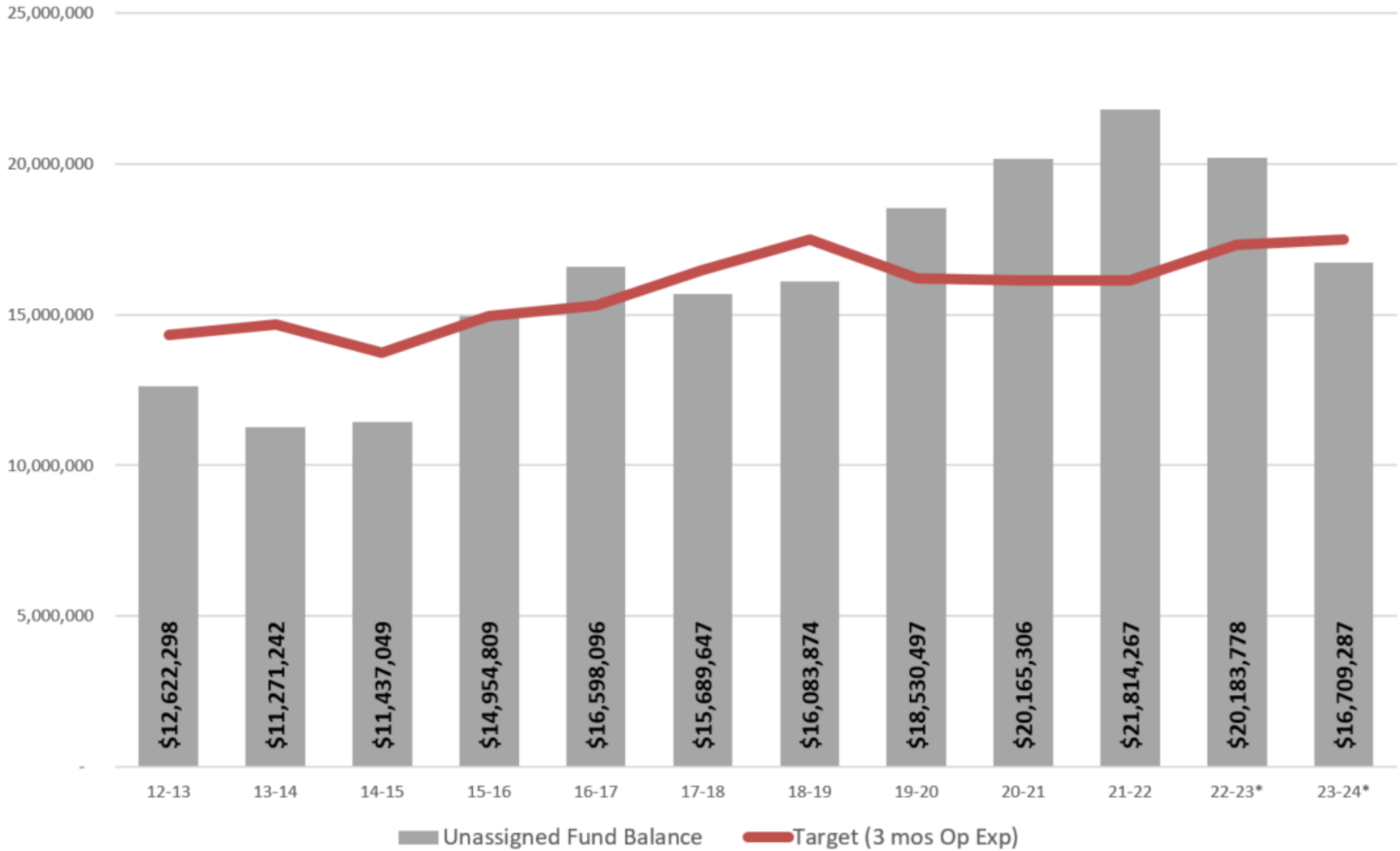
<i>Audited Fund Balance as of June 30, 2022</i>	<u>\$ 21,827,138</u>			
<b>Projected Unassigned FY23 Fund Balance</b>		<b>\$20,183,778</b>	<b>\$16,709,287</b>	<b>\$21,916,118</b>
<b>Months of Operating Expenditures</b>		<b>3.49</b>	<b>2.87</b>	<b>3.58</b>
<i>Enrollment Projections</i>		<i>7,010</i>	<i>6,830</i>	
		<b>2022-23</b>	<b>2023-24</b>	<b>2023-24</b>
		<b>REVISED</b>	<b>PROPOSED</b>	<b>VATRE</b>
		<b>Budget</b>	<b>Budget</b>	<b>(w/all Pennies)</b>
<b>REVENUE BREAKDOWN BY OBJECT</b>				
5700 Local Sources		\$45,627,708	\$49,400,954	\$55,050,342
5800 State Programs Revenues		19,106,768	16,057,316	17,471,399
5900 Federal Programs Revenues		2,042,880	1,010,000	1,010,000
7900 Other Resources		894,409		
<b>TOTAL REVENUE</b>		<b>\$67,671,765</b>	<b>\$66,468,270</b>	<b>\$73,531,741</b>
<b>EXPENDITURE BREAKDOWN BY OBJECT</b>				
Payroll	79.36%	\$55,006,387	\$55,915,355	79.94% \$55,915,355
Non Payroll	20.64%	\$14,308,738	\$14,027,406	20.06% 14,027,406
VATRE Priorities				<b>3,500,000</b>
<b>TOTAL OPERATING EXPENDITURES</b>		<b>\$69,315,125</b>	<b>\$69,942,761</b>	<b>\$73,442,761</b>
<b>EXCESS (DEFICIENCY)</b>		<b>(\$1,643,360)</b>	<b>(\$3,474,491)</b>	<b>\$88,980</b>



# CEDAR HILL ISD

## General Operating Unassigned Fund Balance

### 2012-2013 to 2023-2024\* Budget



\*Projected balances based on ending budgets



CEDAR HILL INDEPENDENT SCHOOL DISTRICT

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# FY 2023-24 Child Nutrition (240) Budget

# 2023-2024 Child Nutrition Budget

	2022-23 REVISED Budget	2023-24 PROPOSED Budget
<b>REVENUE</b>		
5700 Local and Intermediate Sources	\$670,836	\$597,300
5800 State Program Revenues	17,447	17,500
5900 Federal Program Revenues	4,071,729	4,049,218
<b>TOTAL REVENUE</b>	<b>\$4,760,012</b>	<b>\$4,664,018</b>
<b>EXPENDITURES</b>		
6100 Payroll Cost	\$560,000	\$542,000
6200 Professional and Contracted Services	3,229,265	3,081,136
6300 Supplies and Materials	21,100	55,000
6344 Commodities	358,178	394,409
6400 Other Operating Expenses	-	50,000
6600 Capital Outlay Expenses	287,260	200,000
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$4,455,803</b>	<b>\$4,322,545</b>
<b>NET EXCESS (DEFICIENCY) OF REVENUE</b>	<b>\$304,209</b>	<b>\$341,473</b>





CEDAR HILL INDEPENDENT SCHOOL DISTRICT

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**FY 2023-24**  
**Debt Service (599)**  
**Budget**

# 2023-2024 Debt Service Budget

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	<b>2022-23 REVISED Budget</b>	<b>2023-24 PROPOSED Budget</b>
TOTAL REVENUE	\$18,032,057	\$20,254,607
TOTAL EXPENDITURES	\$16,935,742	\$19,127,279
<b>EXCESS (DEFICIENCY)</b>	<b>\$1,096,315</b>	<b>\$1,127,328</b>



Proposed budget expenditures includes payoff of callable debt of approximately \$9 million.

# 2023 Budget Calendar

February

- Enrollment Projections
- Campus Allocations
- Elementary Staffing Meetings
- Principal Mid-year Sessions
- Budget Committee Meetings

March

- Carryforward Department Allocations
- Secondary Staffing Meetings
- Budget Committee Recommendations
- Budget Work Session with Chiefs

April

- **April 3<sup>rd</sup> Trustees Financial Update**
- Begin Chart of Accounts Update
- April 25<sup>th</sup> Receive Certified Estimate of Taxable Values from DCAD
- Payroll Scenarios with TASB Salary Study

May

- **May 1<sup>st</sup> Trustees Workshop –Draft**
- Finalize Payroll Scenarios
- **May 15<sup>th</sup> Board of Trustees Meeting**
- May 29<sup>th</sup> Sine Die

June -  
July

- **June 5<sup>th</sup> – Trustees Workshop - Final Draft**
- June 8<sup>th</sup> Publish Proposed Draft & Notice for hearing and adoption of budget
- **June 20<sup>th</sup> Public Hearing on the 2023-2024 budget. Trustees adopt budget and select Auditor if moving forward with Efficiency Audit**

August -  
November

- July 1<sup>st</sup> Activate Budget in Skyward Finance system
- July 25<sup>th</sup> – Received Certified Tax Values from DCAD
- August 5<sup>th</sup> – Receive Maximum Compressed Rates
- August 21<sup>st</sup> – Deadline to Order Election
- If no VATRE: **September 18<sup>th</sup> Board of Trustees adopts tax rate (M&O and I&S)**
- October 8<sup>th</sup> Efficiency Audit Results posted on website
- **October 16<sup>th</sup> Board of Trustees Meeting**
- **November 6<sup>th</sup> Uniform Election Date for VATRE**





CEDAR HILL INDEPENDENT SCHOOL DISTRICT

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# Comments & Questions

3. CLOSED SESSION

Recess to Executive Session, pursuant to Texas Open Meetings Act, Texas Government Code Section: 551.071) Private consultation with the board's attorney, 551.074) To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.

551.082) Considering discipline of a public school child, or complaint or charge against personnel.

4. If, during the course of the meeting, the Board of Trustees should determine that a closed session is required, the Board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Texas Government Code Section listed above.

The Board will vote on matters in Open Session considered in Closed Session or matters considered if the Board enters into a Closed meeting during the meeting, if applicable.

5. PUBLIC SESSION

5.A. Pledge to Flags

5.A.1. Pledge to the American Flag

5.A.2. Pledge to the Texas Flag

5.B. Prayer

6. COMMUNICATIONS/RECOGNITIONS

6.A. Introduction of New Leadership Staff

**Presenter:** Ms. Hallema Jackson

7. CITIZENS FORUM: The Board will now hear those who wish to make comments and who have completed and returned the Public Forum Citizen Participation Form. This section will be conducted in accordance with the Texas Open Meetings Act and Board Policy. Speakers must limit comments to issues that can be presented in a public forum. Complaints about student discipline, specific student issues or personnel must be addressed through appropriate administrative channels.

8. LONE STAR GOVERNANCE

Founded on research, Lone Star Governance (LSG) is a continuous-improvement model for governing teams—boards in collaboration with their superintendents—who choose to focus intensely on only one primary objective: Improving student outcomes. Lone Star Governance accomplishes this intense focus through tailored coaching aligned to the five pillars of the Texas Framework for School Board Development: Vision, Accountability, Structure, Advocacy, and Unity.

9. LSG Goals 1 & 4

**Presenter:** Dr. Courtney Jackson & Mr. Tellaunce Graham

# Cedar Hill Independent School District BOARD OF TRUSTEES

**Meeting Date:** June 20, 2023

**Presented by:** Dr. Gerald Hudson, Superintendent of Schools

**Subject:** LSG Goals 1 & 4

## Information

### **BOARD GOAL:**

- Increase the percentage of scholars graduating college career and military ready
- Increase the percentage of 3rd grade (all students) scholars reading at/or above grade level
- Increase the percentage of Algebra I scholars scoring Meets or above
- Increase the percentage of scholars participating in extra-curricular or co-curricular activities

### **SUPERINTENDENT CONSTRAINT:**

- Shall not make budget decisions that increase taxes
- Shall not negate the established relationships with our community partners
- Shall not make operational decisions that prevent access of all students to learning
- Shall not make decisions without prioritizing Physical Health, Safety and Mental well-being of students and staff
- Shall not reduce transparency and communication measuring the impact on student learning

### **BACKGROUND INFORMATION:**

The intention of Lone Star Governance (LSG) is to provide a continuous improvement model for school board members, in collaboration with their superintendents, to focus intensively on one primary objective - improving student outcomes.

### **RECOMMENDATION:**

n/a

### **BOARD ACTION REQUIRED:**

none

### **POLICY AUTHORIZATION:**

n/a

### **CONTACT PERSON:**

Dr. Courtney Jackson, Executive Director of Counseling Services

Mr. Tellaunce Graham, Assistant Superintendent of Student Services

### **FUNDING SOURCE:**

n/a

### **ENCLOSURES:**

LSG Goals 1&4 Presentation

10. PRESENTATIONS

10.A. School Leadership Department Efficiency Report

**Presenter:** Dr. Kisha McDonald & Mr. Heath Koenig

**Cedar Hill Independent School District  
BOARD OF TRUSTEES**

**Meeting Date:** June 20, 2023

**Presented by:** Dr. Gerald Hudson, Superintendent of Schools

**Subject:** School Leadership Department Efficiency Report

**Information**

**BACKGROUND INFORMATION:**

To provide updates regarding the operation of the School Leadership Department in Cedar Hill ISD.

**RECOMMENDATION:**

Information Only

**BOARD ACTION REQUIRED:**

None

**POLICY AUTHORIZATION:**

None

**CONTACT PERSON:**

Dr. Kisha McDonald, Executive Director of Secondary Schools  
Mr. Heath Koenig, Executive Director of Elementary Schools

**FUNDING SOURCE:**

None

**ENCLOSURES:**

School Leadership Department Efficiency Report

10.B. Staffing Update- November VATRE

**Presenter:** Mrs. Tierney Tinnin

10.C. Compensation Manual 2023-2024

**Cedar Hill Independent School District  
BOARD OF TRUSTEES**

Meeting Date: **June 20, 2023**

Presented by: **Dr. Gerald Hudson, Superintendent of Schools**

Subject: **Compensation Manual for the 2023-2024 School Year**

**Information**

**BACKGROUND INFORMATION:**

Board Policy DEA (LOCAL) defines that the Superintendent shall provide and recommend to the Board compensation plans for all District employees. The Administration submits the 2023-2024 Compensation Manual for your approval.

**RECOMMENDATION:**

Approve the 2023-2024 Compensation Manual as recommended by administration.

**BOARD ACTION REQUIRED:**

Motion to approve Compensation Manual for 2023-2024.

**POLICY AUTHORIZATION:**

DEA (LOCAL)

**CONTACT PERSON(S):**

Ms. Hallema Jackson, Assistant Superintendent of Human Resources

**FUNDING SOURCE:**

The 2023-2024 budget contains provisions for the payment of wages, salary, stipends, benefits and incentives as provided in the district budget per the CHISD compensation plan..

**ENCLOSURES:**

Under separate cover.

## 10.D. District of Innovation

# Cedar Hill Independent School District BOARD OF TRUSTEES

**Meeting Date:** June 20, 2023

**Presented by:** Dr. Gerald Hudson, Superintendent of Schools

**Subject:** District of innovation Amendment

## Information

**BACKGROUND INFORMATION:**

Administration seeks to amend the District of Innovation plan with the Superintendent's recommendation. This amendment would allow Cedar Hill ISD to hire more qualified teachers to fill vacancies.

**RECOMMENDATION:**

Administration recommends the approval of the District of Innovation Amendment.

**BOARD ACTION REQUIRED:**

Approval of the District of Innovation Amendment as presented.

**POLICY AUTHORIZATION:**

DC (LOCAL) Employment Practices  
DFE (LOCAL) Termination of Contract: Resignation  
DCD (LOCAL) Employment Practices: At-Will Employment

**CONTACT PERSON:**

Ms. Hallema Jackson, Assistant Superintendent of Human Resources

**FUNDING SOURCE:**

As provided in the district budget per CHISD compensation plan.

**ENCLOSURES:**

Under separate cover.

11. CONSENT AGENDA

11.A. Minutes from Previous Board of Trustee Meetings

**Presenter:** Ms. Courtney Lackey Wilson

Regular Meeting  
Monday, May 15, 2023 6:30 PM Central

Cannady Cedar Hill Room  
285 Uptown Blvd.  
Cedar Hill, Texas 75104

**1. CALL TO ORDER at 6:31 PM.**

FIRST ORDER OF BUSINESS - Announcement by the Board President whether a quorum is present, and that the notice of the meeting has been duly called, and posted in the time and manner required by the Texas Open Meetings Act, Texas Government Code Chapter 551.

**Trustees present are Robert Riggs, Gayle Sims, Ramona Ross-Bacon, Dr. Denise Roache-Davis, Carma Morgan and Cheryl Wesley. Dr. Jeremiah Martin's term has expired therefore he is not present.**

**2. BUSINESS ITEMS**

**2.A. Canvassing of Votes for 2023 Election Votes for the 2023 Election were canvassed.**

**2.B. Swearing in of Trustees Denishea Williams was sworn in for Place 5.**

**Recess to Closed Session at 6:35 PM.**

**3. CLOSED SESSION opened at 6:40 PM.**

Recess to Executive Session, pursuant to Texas Open Meetings Act, Texas Government Code Section:

551.071) Private consultation with the board's attorney,

551.074) To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.

551.082) Considering discipline of a public school child, or complaint or charge against personnel.

551.076) Deliberation regarding security devices or security audits

(1) the deployment, or specific occasions for implementation, of security personnel or devices; or

(2) a security audit.

551.087) To discuss or deliberate regarding economic development negotiations

If, during the course of the meeting, the Board of Trustees should determine that a closed session is required, the Board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Texas Government Code Section listed above.

The Board will vote on matters in Open Session considered in Closed Session or matters considered if the Board enters into a Closed meeting during the meeting, if applicable.

**Closed Session closed at 7:45 PM.**

**4. ACTION ITEMS**

**4.A. Alignment of New Board Officers**

**Cheryl Wesley makes the nomination of Gayle Sims as President. Dr. Denise Roache-Davis seconds the motion. Gayle Sims was unanimously approved as Board President 7-0.**

**Carma Morgan makes the nomination of Dr. Denise Roache-Davis as Vice-President. Robert Riggs seconds the motion. Dr. Denise Roache-Davis was unanimously approved as Board Vice-President 7-0.**

**Robert Riggs makes the nomination of Ramona Ross-Bacon as Secretary. Carma Morgan seconds the motion. Ramona Ross-Bacon was unanimously approved as Board Secretary.**

## 5. PUBLIC SESSION

### 5.A. Pledge to Flags **led by Noah Williams**

5.A.1. Pledge to the American Flag

5.A.2. Pledge to the Texas Flag

5.B. Prayer **led by Robert Riggs.**

## 6. COMMUNICATIONS/RECOGNITIONS

6.A. Teen Superintendent

7. CITIZENS FORUM: The Board will now hear those who wish to make comments and who have completed and returned the Public Forum Citizen Participation Form. This section will be conducted in accordance with the Texas Open Meetings Act and Board Policy. Speakers must limit comments to issues that can be presented in a public forum. Complaints about student discipline, specific student issues or personnel must be addressed through appropriate administrative channels. **There were four public comments.**

## 8. LONE STAR GOVERNANCE

Founded on research, Lone Star Governance (LSG) is a continuous-improvement model for governing teams—boards in collaboration with their superintendents—who choose to focus intensely on only one primary objective: Improving student outcomes. Lone Star Governance accomplishes this intense focus through tailored coaching aligned to the five pillars of the Texas Framework for School Board Development: Vision, Accountability, Structure, Advocacy, and Unity.

### 8.A. Campus Spotlight

8.A.1. Collegiate Prep Elementary Spotlight

8.A.2. Strive & Hilltop Academy Campus Spotlight

## 9. PRESENTATIONS

9.A. Professional Development Department Efficiency Report

9.B. Child Nutrition Update

## 10. CONSENT AGENDA

**Dr. Denise Roache-Davis pulls Item 10G for further discussion.**

**Cheryl Wesley makes the motion to approve the Consent Agenda with the exception of Item 10G. Robert Riggs seconds the motion. Unanimously approved 7-0.**

10.A. Minutes from Previous Board of Trustee Meetings

10.B. Budget Amendment No. 3 Child Nutrition

10.C. Budget Amendment No. 11 General Fund

10.D. RFP 22-23-01 Teaching Aids, Instructional Materials and Related Services

10.E. RFP 22-23-02 Catering and Food Related Services

10.F. Public Funds Collateral and Pledge Agreement

10.G. Employee Contract Approval

**After further discussion Dr. Denise Roache-Davis makes the motion to withdraw and not approve Item 10G as presented. Carma Morgan seconds the motion. Motion denied 2-5 with Gayle Sims, Robert Riggs, Cheryl Wesley, Carma Morgan and Denishea Williams voting opposed.**

**Robert Riggs makes the motion to approve Item 10G as presented. Carma Morgan seconds the motion. Motion passes 5-2 with Ramona Ross-Bacon and Dr. Denise Roache-Davis voting opposed.**

10.H. Resolution Approving Independent Sources

10.I. Resolution Authorization for NNR VATRE Tax Rate Calculation

10.J. Resolution Approving Brokers

10.K. Resolution Designation of Investment Officers

10.L. Deposit Services Contract

10.M. Food Service Management Company 1st Renewal

10.N. Resolution - State Compensatory Funds

10.O. Resolution - Re-Affirm Investment Policy

10.P. Contract Abandonment

## 11. BOARD DISCUSSION

11.A. Upcoming Events

11.B. Training and Event Recaps

## 12. SUPERINTENDENT'S REPORT

12.A. Employment Retirements Resignations Terminations

12.B. March Financial Report

12.C. Purchases over \$50,000

12.D. Quarter 3 Investment Report

12.E. Athletics Department Efficiency Report

13. ADJOURN at **9:25 PM.**

\_\_\_\_\_  
Gayle Sims, Board of Trustees President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Ramona Ross-Bacon, Board of Trustees Secretary

\_\_\_\_\_  
Date

Called Meeting  
Monday, June 5, 2023 6:30 PM Central

Third Floor Training Room  
285 Uptown Blvd.  
Cedar Hill, Texas 75104

**1. CALL TO ORDER at 6:30 PM.**

FIRST ORDER OF BUSINESS - Announcement by the Board President whether a quorum is present, and that the notice of the meeting has been duly called, and posted in the time and manner required by the Texas Open Meetings Act, Texas Government Code Chapter 551.

**Trustees present are Gayle Sims, Dr. Denise Roache-Davis, Ramona Ross-Bacon, Robert Riggs, Carma Morgan and Denishea Williams. Cheryl Wesley is absent.**

**Recess to Closed Session at 6:34 PM.**

**2. CLOSED SESSION opened at 6:37 PM.**

Recess to Executive Session, pursuant to Texas Open Meetings Act, Texas Government Code Section:

551.071) Private consultation with the board's attorney,

551.074) To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee

551.082) Considering discipline of a public school child, or complaint or charge against personnel.

If, during the course of the meeting, the Board of Trustees should determine that a closed session is required, the Board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Texas Government Code Section listed above.

The Board will vote on matters in Open Session considered in Closed Session or matters considered if the Board enters into a Closed meeting during the meeting, if applicable.

**Cheryl Wesley arrives at 6:40 PM.**

**Closed Session closed at 7:40 PM.**

**Reconvened to Public Session at 7:46 PM.**

**3. PUBLIC COMMENTS There were no comments.**

The Board encourages comments about the District from members of the public. Anyone who has signed up to speak in advance of the meeting in accordance with procedures may do so at this time. Each participant should address the Board from the podium microphone, stating their name and address before speaking. The Board asks that each participant's comments pertain to District business and be no longer than three (3) minutes. Copies of presentations should be made available to all Trustees and the Superintendent.

**4. INFORMATION**

These items are presented to the Board for information only. No presentations will be made unless specifically requested by the Board.

**4.A. Budget Update**

4.B. Bond Update

4.C. TASB Advocacy Resolution

5. CONSENT ITEMS

**Dr. Denise Roach-Davis pulls Item 5B for further discussion.**

**Ramona Ross-Bacon pulls Item 5C for further discussion.**

**Cheryl Wesley makes the motion to approve Item 5A of the Consent Agenda. Robert Riggs seconds the motion. Unanimously approved 7-0.**

5.A. TASB Advocacy Resolution

5.B. Campus Appointments

**Dr. Denise Roache-Davis makes the motion to not approve the campus assignments as presented. The motion does not receive a second therefore the motion fails.**

**Cheryl Wesley makes the motion to approve the campus assignments as presented. Robert Riggs seconds the motion. The motion passes 5-1-1 with Dr. Denise Roache-Davis voting opposed and Ramona Ross-Bacon abstaining from voting.**

5.C. Cedar Hill High School Principal

**Ramona Ross-Bacon makes the motion to not approve the CHHS Principal as presented. Dr. Denise Roache-Davis seconds the motion. Motion fails 2-5 with Gayle Sims, Robert Riggs, Cheryl Wesley, Carma Morgan and Denishea Williams voting opposed.**

**Carma Morgan makes the motion to approve the CHHS Principal as presented. Denishea Williams seconds the motion. Motion passes 5-2 with Dr. Denise Roach-Davis and Ramona Ross-Bacon voting opposed.**

6. ADJOURN at 9:15 PM.

11.B. RFP 22-23-01 Teaching Aids, Instructional Materials and Related Services

# Cedar Hill Independent School District BOARD OF TRUSTEES

**Meeting Date:** June 20, 2023

**Presented by:** Dr. Gerald Hudson, Superintendent of Schools

**Subject:** Consideration of Vendor List for Teaching Aids, Instructional Materials, and Related Services pursuant to RFP 22-23-01

## Consent

### **BACKGROUND INFORMATION:**

This is the legal requirement that will keep the District in compliance with Texas Education Code 44.031. The bid process allows procurement of goods and services at the best value with the use of public funds. Staff advertised and requested proposals for the purchase of Teaching Aids, Instructional Materials, and Related Services. The bid was designed to establish a discount from the vendor's regularly published price list and compare other cost related factors such as shipping and fees. The term of the contract will be the date after the award was made through June 30, 2026. This bid is a "Multiple Award RFP" and will allow additional vendors to respond and be awarded throughout the year. Each month, a new list of responsive bidders will be presented to the Board for approval. June's proposed vendors are included in the RFP 22-23-01 Bid Tabulation for the purchase of Teaching Aids, Instructional Materials, and Related Services.

### **RECOMMENDATION:**

Administration recommends approval of vendors for the purchase of Teaching Aids, Instructional Materials, and Related Services through June 30, 2026 as per the attached list.

### **BOARD ACTION REQUIRED:**

Motion to approve vendors for the purchase of Teaching Aids, Instructional Materials, and Related Services through June 30, 2026 as per the attached list.

### **POLICY AUTHORIZATION:**

CH – LEGAL Purchasing and Acquisition  
CH – LOCAL Purchasing and Acquisition

### **CONTACT PERSON:**

Carla Settle, Chief Finance Officer  
Caleb Pape, Director of Purchasing & Contracts Management

### **FUNDING SOURCE:**

2023-2024 Budget

### **ENCLOSURES:**

RFP 22-23-01\_Bid Tabulation

11.C. Adoption of FY2024 Budget  
**Presenter:** Mrs. Carla Settle

**Cedar Hill Independent School District**  
**BOARD OF TRUSTEES**

Meeting Date: June 20, 2023  
Presented by: Dr. Gerald Hudson, Superintendent of Schools  
Subject: Adoption of Proposed 2023-2024 Budget

**Consent Item**

**BOARD GOAL:**

Align the budget process to achieve district goals.

**BACKGROUND INFORMATION:**

Per Section 44.004 of the Texas Education Code: "When the budget has been prepared under Section 44.002, the president shall call a meeting of the board of trustees for the purpose of adopting a budget for the succeeding fiscal year."

The Board shall adopt a budget to cover all expenditures for the succeeding fiscal year at the meeting called for that purpose and before the adoption of the tax rate for the tax year in which the fiscal year covered by the budget begins.

The adopted budget provides authority to expend funds for the purposes indicated and in accordance with state law, Board policy, and the District's approved purchasing procedures. The expenditure of funds shall be under the direction of the Superintendent or designee who shall ensure that funds are expended in accordance with the adopted budget.

**RECOMMENDATIONS:**

Approve adoption of the proposed 2023-2024 General Fund, Food Service Fund, and Debt Service Fund Budgets as presented.

**BOARD ACTION REQUIRED:**

Motion to approve the proposed 2023-2024 budget as presented.

**POLICY AUTHORIZATION:**

CE (Local), CE (Legal) and Texas Education Code, Section 44.006

**CONTACT PERSON(S):**

Carla Settle, CFO  
Paula McBride, Executive Director

**Funding Source:**

General Fund (199), Food Service Fund (240) and Debt Service Fund (599)

**ENCLOSURES:** Attached

11.D. 2023-2024 Compensation Manual  
**Presenter:** Ms. Hallema Jackson

**Cedar Hill Independent School District  
BOARD OF TRUSTEES**

Meeting Date:       **June 20, 2023**

Presented by:       **Dr. Gerald Hudson, Superintendent of Schools**

Subject:               **Compensation Manual for the 2023-2024 School Year**

**Consent Item**

**BACKGROUND INFORMATION:**

Board Policy DEA (LOCAL) defines that the Superintendent shall provide and recommend to the Board compensation plans for all District employees. The Administration submits the 2023-2024 Compensation Manual for your approval.

**RECOMMENDATION:**

Approve the 2023-2024 Compensation Manual as recommended by administration.

**BOARD ACTION REQUIRED:**

Motion to approve Compensation Manual for 2023-2024.

**POLICY AUTHORIZATION:**

DEA (LOCAL)

**CONTACT PERSON(S):**

Ms. Hallema Jackson, Assistant Superintendent of Human Resources

**FUNDING SOURCE:**

The 2023-2024 budget contains provisions for the payment of wages, salary, stipends, benefits and incentives as provided in the district budget per the CHISD compensation plan..

**ENCLOSURES:**

Under separate cover.

11.E. Budget Amendment - General Fund No. 12

**Cedar Hill Independent School District  
BOARD OF TRUSTEES**

**Meeting Date:** June 20, 2023

**Presented by:** Dr. Gerald Hudson, Superintendent of Schools

**Subject:** Budget Amendment #12 – General Fund

**Consent**

**SUPERINTENDENT CONSTRAINT:**

- Shall not make budget decisions that increase taxes

**BACKGROUND INFORMATION:**

Budget amendments are to be made prior to exceeding a detailed functional expenditure category, and these amendments are to be recorded in the board minutes. The attached budget amendment is necessary to make adjustments by function to the General Operating budget highlighted as follows:

Explanation:

1. *Align revenue and expenditure budgets by function to end of year projections*

**RECOMMENDATION:**

Administration recommends approval of the General Fund Budget Amendment #12 as presented in the attached supporting document.

**BOARD ACTION REQUIRED:**

Motion to approve budget amendment #12 as presented on the attached supporting document.

**POLICY AUTHORIZATION:**

CHISD POLICY CE (LOCAL) and Texas Education Code, Section 44.006

**CONTACT PERSON(S):**

Carla Settle, Chief Financial Officer  
Paula McBride, Executive Director of Finance

**Funding Source:**

General Operating (199)

**ENCLOSURES:**

Attached

11.F. Budget Amendment - Child Nutrition No. 4

**Cedar Hill Independent School District  
BOARD OF TRUSTEES**

Meeting Date: June 20, 2023  
Presented by: Dr. Gerald Hudson, Superintendent of Schools  
Subject: Budget Amendment #4 – Child Nutrition

**Consent Agenda**

**BOARD GOAL:**

Align the budget process to achieve district goals.

**BACKGROUND INFORMATION:**

Budget amendments are to be made prior to exceeding a detailed functional expenditure category, and these amendments are to be recorded in the board minutes. The attached budget amendment is necessary to make adjustments to the Child Nutrition budget highlighted as follows:

Explanation:

- 1. Align revenue and expenditure budgets by function to end of year projections*

**RECOMMENDATION:**

Approve budget amendment #4 as presented on the attached supporting documents.

**BOARD ACTION REQUIRED:**

Motion to approve budget amendment #4 as presented on the attached supporting documents.

**POLICY AUTHORIZATION:**

CHISD POLICY CE (LOCAL) and Texas Education Code, Section 44.006

**CONTACT PERSON(S):**

Carla Settle, Chief Financial Officer  
Paula McBride, Executive Director of Finance

**Funding Source:**

Child Nutrition (240)

**ENCLOSURES:**

Attached

11.G. 2023-2024 TEKS Certification

**Presenter:** Shemeka Millner- Williams

**Cedar Hill Independent School District  
BOARD OF TRUSTEES**

**Meeting Date:** June 20, 2023

**Presented by:** Dr. Gerald Hudson, Superintendent of Schools

**Subject:** 2023-2024 TEKS Certification Survey

**Consent**

**BACKGROUND INFORMATION:**

In accordance with Texas Education Code, §31.004, local education agencies (LEAs) are required to certify annually to the State Board of Education (SBOE) and the Commissioner that students have access to instructional materials covering all Texas Essential Knowledge and Skills (TEKS) for all required subjects, except physical education.

Additionally, in accordance with 19 Texas Administrative Code (TAC) §66.105, LEAs are required to certify that they protect against access to obscene or harmful content in compliance with the requirements for certification under the Children's Internet Protection Act, 47 USC §254(h)(5)(B) and (C). The TEKS Certification 2023–24 Survey includes a section to allow LEAs to certify they meet this requirement.

**RECOMMENDATION:**

Approval of the TEKS Certification Survey for 2023-2024

**BOARD ACTION REQUIRED:**

Yes

**POLICY AUTHORIZATION:**

**CONTACT PERSON:**

Mrs. Shemeka Millner Williams, Assistant Superintendent of Academics

**FUNDING SOURCE:**

None

**ENCLOSURES:**

2023-2024 TEKS Certification Survey Qualtrics Submission

## 11.H. District of Innovation Amendment

**Cedar Hill Independent School District  
BOARD OF TRUSTEES**

**Meeting Date:** June 20, 2023

**Presented by:** Dr. Gerald Hudson, Superintendent of Schools

**Subject:** District of innovation Amendment

**Consent**

**BACKGROUND INFORMATION:**

Administration seeks to amend the District of Innovation plan with the Superintendent's recommendation. This amendment would allow Cedar Hill ISD to hire more qualified teachers to fill vacancies.

**RECOMMENDATION:**

Administration recommends the approval of the District of Innovation Amendment.

**BOARD ACTION REQUIRED:**

Approval of the District of Innovation Amendment as presented.

**POLICY AUTHORIZATION:**

DC (LOCAL) Employment Practices  
DFE (LOCAL) Termination of Contract: Resignation  
DCD (LOCAL) Employment Practices: At-Will Employment

**CONTACT PERSON:**

Ms. Hallema Jackson, Assistant Superintendent of Human Resources

**FUNDING SOURCE:**

As provided in the district budget per CHISD compensation plan.

**ENCLOSURES:**

Under separate cover.

## 11.I. Efficiency Audit Firm

# Cedar Hill Independent School District

## BOARD OF TRUSTEES

Meeting Date: June 20, 2023

Presented by: Dr. Gerald Hudson, Superintendent of Schools

Subject: Consider Approval for Engagement of Independent Auditors to Perform an Efficiency Audit

### Consent Item

**BOARD GOAL:**

Align the budget process to achieve district goals.

This is a legal requirement and remain in compliance with TEA regulations.

**BACKGROUND INFORMATION:**

If the school board adopts a tax rate that exceeds its Voter-Approval Tax Rate (VATR), the District must hold a Voter-Approval Tax Rate Election (VATRE). Before holding a VATRE, the board must conduct an efficiency audit. The LBB has established mandatory guidelines identifying the scope and areas of investigation of an efficiency audit. According to the guidelines, the purpose of the efficiency audit is to provide information to voters regarding a school district's fiscal management, efficiency, and utilization of resources before a VATRE.

**RECOMMENDATION:**

The Superintendent recommends for the Board to engage with Whitley Penn LLP to conduct an Efficiency Audit of the District as required to conduct a Voter-Approval Tax Rate Election (VATRE).

**BOARD ACTION REQUIRED:**

Approve Engagement of Independent Auditors, Whitley Penn LLP, to perform an Efficiency Audit in preparation for a Voter-Approval Tax Rate Election (VATRE)

**CONTACT PERSON(S):**

Carla Settle, CFO  
Paula McBride, Executive Director

**FUNDING SOURCE:**

General Operating Fund (199)

**ENCLOSURES:**

Attached

11.J. RFP 19-20-04 Landscape Maintenance

**Cedar Hill Independent School District  
BOARD OF TRUSTEES**

**Meeting Date: June 20, 2023**

**Presented by: Dr. Gerald Hudson, Superintendent of Schools**

**Subject: Renew Contract with Rightway Lawn & Tree Maintenance for the Purchase of Landscape Maintenance Services for 2023-2024**

**Consent**

**BACKGROUND INFORMATION:**

This is the legal requirement that will keep the District in compliance with Texas Education Code 44.031. The bid process allows procurement of goods and services at the best value with the use of public funds. In April 2020, Staff advertised and requested competitive sealed proposals for the purchase of Landscape Maintenance Services. Three vendors responded and were evaluated by members of the Maintenance and Operations department. Rightway Lawn & Tree Maintenance was ranked highest by all evaluating members. The term of the contract was July 1, 2020 – June 30, 2021 with the option of four additional one-year terms. The third renewal term will extend the contract agreement through June 30, 2024. The 2023-2024 amount will remain the same as 2022-2023 and is budgeted at \$230,035.05

**RECOMMENDATION:**

Administration recommends to approve the renewal with Rightway Lawn & Tree Maintenance for the purchase of Landscape Maintenance Services for the 2023-2024 school year.

**BOARD ACTION REQUIRED:**

Motion to approve the renewal with Rightway Lawn & Tree Maintenance for the purchase of Landscape Maintenance Services for the 2023-2024 school year.

**POLICY AUTHORIZATION:**

CH – LEGAL Purchasing and Acquisition  
CH – LOCAL Purchasing and Acquisition

**CONTACT PERSON:**

Carla Settle, Chief Financial Officer  
Caleb Pape, Director of Purchasing & Contracts Management

**FUNDING SOURCE:**

General Fund (199) – Function 51

**ENCLOSURES:**

None

11.K. RFP 22-23-05 Athletic & PE Equipment & Related Items

**Cedar Hill Independent School District  
BOARD OF TRUSTEES**

**Meeting Date: June 20, 2023**

**Presented by: Dr. Gerald Hudson, Superintendent of Schools**

**Subject: Consideration of Vendor List for the Purchase of Athletic & P.E. Equipment & Related Items for July 1, 2023 – June 30, 2026**

**Consent**

**BACKGROUND INFORMATION:**

Staff advertised and requested proposals for the purchase of Athletic & P.E. Equipment & Related Items. The bid was designed to promote opportunities for local vendors as well as establish discounts from the vendor's regular published price list and compare other cost related factors such as shipping and other fees. The term of the contract will be July 1, 2023 – June 30, 2026 with no renewal options. RFP notifications were distributed to current vendors as well as non-awarded vendors who submitted a new vendor application. A total of 20 vendors responded. All proposed vendors are included in the RFP # 22-23-05 Bid Tabulation for the purchase of Athletic & P.E. Equipment & Related Items for July 1, 2023 through June 30, 2026.

**RECOMMENDATION:**

Administration requests to approve vendor list for the purchase of Athletic & P.E. Equipment & Related Items through June 30, 2026 as per the attached list.

**BOARD ACTION REQUIRED:**

Motion to approve the vendor list for the purchase of Athletic & P.E. Equipment & Related Items through June 30, 2026 as per the attached list.

**POLICY AUTHORIZATION:**

CH – LEGAL Purchasing and Acquisition  
CH – LOCAL Purchasing and Acquisition

**CONTACT PERSON:**

Carla Settle, Chief Finance Officer  
Caleb Pape, Director of Purchasing & Contracts Management

**FUNDING SOURCE:**

2023-2024 Budget

**ENCLOSURES:**

Attached

11.L. RFP 22-23-06 Printing Services

**Cedar Hill Independent School District  
BOARD OF TRUSTEES**

**Meeting Date: June 20, 2023**

**Presented by: Dr. Gerald Hudson, Superintendent of Schools**

**Subject: Consideration of Vendor List for the Purchase of Printing Services for July 1, 2023 – June 30, 2026**

**Consent**

**BACKGROUND INFORMATION:**

Staff advertised and requested proposals for the purchase of Printing Services. The bid was designed to promote opportunities for local vendors as well as establish discounts from the vendor's regular published price list and compare other cost related factors such as shipping and other fees. The term of the contract will be July 1, 2023 – June 30, 2026 with no renewal options. RFP notifications were distributed to current vendors as well as non-awarded vendors who submitted a new vendor application. A total of 6 vendors responded. All proposed vendors are included in the RFP # 22-23-06 Bid Tabulation for the purchase of Printing Services for July 1, 2023 through June 30, 2026.

**RECOMMENDATION:**

Administration requests to approve vendor list for the purchase of Printing Services through June 30, 2026 as per the attached list.

**BOARD ACTION REQUIRED:**

Motion to approve the vendor list for the purchase of Printing Services through June 30, 2026 as per the attached list.

**POLICY AUTHORIZATION:**

CH – LEGAL Purchasing and Acquisition  
CH – LOCAL Purchasing and Acquisition

**CONTACT PERSON:**

Carla Settle, Chief Finance Officer  
Caleb Pape, Director of Purchasing & Contracts Management

**FUNDING SOURCE:**

2023-2024 Budget

**ENCLOSURES:**

Attached

11.M. RFP 22-23-07 Library Books and Supplies  
11.N. Resolution - Committing Fund Balance

# Cedar Hill Independent School District

## BOARD OF TRUSTEES

Meeting Date: June 20, 2023  
Presented by: Dr. Gerald Hudson, Superintendent of Schools  
Subject: Resolution of the Adoption of Committing Fund Balances

### Consent Item

**BOARD GOAL:**

Align the budget process to achieve district goals.

This is a legal requirement to remain in compliance with TEA regulations.

**BACKGROUND INFORMATION:**

Governmental Accounting Standards Board issued statement No. 54 requires that governmental entities use special revenue funds to account for and report the proceeds of specific revenue resources that are restricted or committed to expenditure for specific purposes other than debt service or capital projects. The funds that Cedar Hill ISD has reported under this category as Local Non-major Governmental Funds have specific revenue sources, but are not restricted by an outside party. Therefore, to continue to report them as Local Non-major Governmental (special revenue funds) the Board must take action to commit the fund balances and the revenue sources of the following funds to the purposes for which the funds were established as indicated by their titles will need to commit the total fund balance of the:

- Campus Activity Funds
- Departmental Activity Funds
- Campus Grant Funds
- Federal Child Nutrition fund

**RECOMMENDATION:**

It is recommended that the board approve the attached resolution to commit the fund balance in compliance with GASB requirements.

**BOARD ACTION REQUIRED:**

Approve the resolution of the adoption of committing fund balances.

**POLICY AUTHORIZATION:**

CE (LOCAL) – Annual Operating Budget

**CONTACT PERSON(S):**

Carla Settle, CFO  
Paula McBride, Executive Director

**FUNDING SOURCE:**

Child Nutrition Fund  
Local Non-major Governmental Funds

**ENCLOSURES:**

Attached

11.O. RFP 22-23-08 Promotional Products and Supplies

**Cedar Hill Independent School District  
BOARD OF TRUSTEES**

**Meeting Date: June 20, 2023**

**Presented by: Dr. Gerald Hudson, Superintendent of Schools**

**Subject: Consideration of Vendor List for the Purchase of Promotional Products and Supplies for July 1, 2023 – June 30, 2026**

**Consent**

**BACKGROUND INFORMATION:**

Staff advertised and requested proposals for the purchase of Promotional Products and Supplies. The bid was designed to promote opportunities for local vendors as well as establish discounts from the vendor's regular published price list and compare other cost related factors such as shipping and other fees. The term of the contract will be July 1, 2023 – June 30, 2026 with no renewal options. RFP notifications were distributed to current vendors as well as non-awarded vendors who submitted a new vendor application. A total of 10 vendors responded. All proposed vendors are included in the RFP # 22-23-06 Bid Tabulation for the purchase of Promotional Products and Supplies for July 1, 2023 through June 30, 2026.

**RECOMMENDATION:**

Administration requests to approve vendor list for the purchase of Promotional products and Supplies through June 30, 2026 as per the attached list.

**BOARD ACTION REQUIRED:**

Motion to approve the vendor list for the purchase of Promotional Products and Supplies through June 30, 2026 as per the attached list.

**POLICY AUTHORIZATION:**

CH – LEGAL Purchasing and Acquisition  
CH – LOCAL Purchasing and Acquisition

**CONTACT PERSON:**

Carla Settle, Chief Finance Officer  
Caleb Pape, Director of Purchasing & Contracts Management

**FUNDING SOURCE:**

2023-2024 Budget

**ENCLOSURES:**

Attached

11.P. RFP 22-23-09 Theater and Fine Arts Supplies, Equipment, Repairs and Services

**Cedar Hill Independent School District  
BOARD OF TRUSTEES**

**Meeting Date: June 20, 2023**

**Presented by: Dr. Gerald Hudson, Superintendent of Schools**

**Subject: Consideration of Vendor List for the Purchase of Theater and Fine Arts Supplies, Equipment, Repairs and Services for July 1, 2023 – June 30, 2026**

**Consent**

**BACKGROUND INFORMATION:**

Staff advertised and requested proposals for the purchase of Theater and Fine Arts Supplies, Equipment, Repairs and Services. The bid was designed to promote opportunities for local vendors as well as establish discounts from the vendor's regular published price list and compare other cost related factors such as shipping and other fees. The term of the contract will be July 1, 2023 – June 30, 2026 with no renewal options. RFP notifications were distributed to current vendors as well as non-awarded vendors who submitted a new vendor application. A total of 12 vendors responded. All proposed vendors are included in the RFP # 22-23-06 Bid Tabulation for the purchase of Theater and Fine Arts Supplies, Equipment, Repairs and Services for July 1, 2023 through June 30, 2026.

**RECOMMENDATION:**

Administration requests to approve vendor list for the purchase of Theater and Fine Arts Supplies, Equipment, Repairs and Services through June 30, 2026 as per the attached list.

**BOARD ACTION REQUIRED:**

Motion to approve the vendor list for the purchase of Theater and Fine Arts Supplies, Equipment, Repairs and Services through June 30, 2026 as per the attached list.

**POLICY AUTHORIZATION:**

CH – LEGAL Purchasing and Acquisition  
CH – LOCAL Purchasing and Acquisition

**CONTACT PERSON:**

Carla Settle, Chief Finance Officer  
Caleb Pape, Director of Purchasing & Contracts Management

**FUNDING SOURCE:**

2023-2024 Budget

**ENCLOSURES:**

Attached

12. BOARD DISCUSSION

12.A. Upcoming Events

12.B. Training and Event Recaps

13. SUPERINTENDENT'S REPORT

13.A. Employment Retirements Resignations Terminations

**Presenter:** Ms. Hallema Jackson

**Cedar Hill Independent School District  
BOARD OF TRUSTEES**

**Meeting Date:** June 20, 2023

**Presented by:** Dr. Gerald Hudson, Superintendent of Schools

**Subject:** Employment, Retirements, and Resignations  
of Professional Staff

**Information**

**BACKGROUND INFORMATION:**

The following employment, retirements, resignations, and terminations reports have been submitted for board information.

**RECOMMENDATION:**

N/A

**BOARD ACTION REQUIRED:**

N/A

**POLICY AUTHORIZATION:**

DC (LEGAL and LOCAL) Employment Practices.  
DFE (LEGAL and LOCAL) Resignation.

**CONTACT PERSON:**

Ms. Hallema Jackson, Assistant Superintendent of Human Resources.

**FUNDING SOURCE:**

N/A

**ENCLOSURES:**

Under separate cover.

## New Hires Ending 05.31.23

Name	Position	Campus	Hire Date
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There is no data on the report

**Resignations Ending 05.31.23**

<b>Name</b>	<b>POSITION</b>	<b>CAMPUS/DEPARTMENT</b>	<b>Effective</b>	<b>Reason</b>	<b>T-TESS Score</b>
AGBASI, TOBENNA MARK	TEACHER	104 HIGH POINT ELEMENTARY	05/26/2023	RELOCATING OUTSIDE DFW	04 DEVELOPING
ALLEN, EBONY TRAVON	TEACHER	001 CEDAR HILL HIGH SCHOOL	05/26/2023	ANOTHER DISTRICT (LATERAL)	
ALLEN, EDNA MANNING	TEACHER	107 WATERFORD OAKS ELEMENTARY	05/26/2023	CAREER CHANGE (Out of K-12)	04 DEVELOPING
BAILEY, DOMONIQUE ANGINETTE	TEACHER	102 PLUMMER ELEMENTARY	05/26/2023	ANOTHER DISTRICT (LATERAL)	04 DEVELOPING
BALLARD, LALITA JANET	TEACHER	102 PLUMMER ELEMENTARY	05/26/2023	SUPERVISOR/EMPLOYEE RELATIONS	05 IMPROVEMENT NEEDED
BENNETT, PATRICE ANN	TEACHER	105 HIGHLANDS ELEMENTARY	05/26/2023	ANOTHER DISTRICT (LATERAL)	04 DEVELOPING
BURNAM, STEPHANIE ANNETTE	TEACHER	003 COLLEGIATE HIGH SCHOOL	05/26/2023	RETIRING	03 PROFICIENT
CANTU, ROBYN MARIE	TEACHER	108 LAKE RIDGE ELEMENTARY	05/26/2023	ANOTHER DISTRICT (PROMOTION)	03 PROFICIENT
CASTORINO, ANTHONY	TEACHER	041 PERMENTER MIDDLE SCHOOL	05/26/2023	JOB DID NOT MEET EXPECTATIONS	
CATO, DAVEEN RONELLE	TEACHER	003 COLLEGIATE HIGH SCHOOL	05/26/2023	HEALTH OR FAMILY CIRCUMSTANCES	03 PROFICIENT
CLARK, TERESA LANETTA	TEACHER	101 BRAY ELEMENTARY	05/26/2023	JOB DID NOT MEET EXPECTATIONS	05 IMPROVEMENT NEEDED
COOK, LORI ANN	TEACHER	041 PERMENTER MIDDLE SCHOOL	05/26/2023	ANOTHER DISTRICT (LATERAL)	
CRESS, MASON	TEACHER	041 PERMENTER MIDDLE SCHOOL	05/26/2023	HEALTH OR FAMILY CIRCUMSTANCES	06 NOT APPLICABLE
CRISLER, AUSTIN TRAVIS	TEACHER	001 CEDAR HILL HIGH SCHOOL	05/26/2023	ANOTHER DISTRICT (LATERAL)	
CUELLAR, BIANCA ALEXIS	TEACHER	105 HIGHLANDS ELEMENTARY	05/26/2023	JOB DID NOT MEET EXPECTATIONS	03 PROFICIENT
DAVENPORT, JOSHUA LABARON	TEACHER	001 CEDAR HILL HIGH SCHOOL	05/26/2023	ANOTHER DISTRICT (LATERAL)	
DAVIS, ELIZABETH MICHELLE	TEACHER	041 PERMENTER MIDDLE SCHOOL	05/26/2023	ANOTHER DISTRICT (LATERAL)	
DOTSY, CHRENDIA SHEA	TEACHER	104 HIGH POINT ELEMENTARY	05/26/2023	ANOTHER DISTRICT (LATERAL)	02 ACCOMPLISHED
DUFFEY, TIESHIA L'VANITY	TEACHER	041 PERMENTER MIDDLE SCHOOL	05/26/2023	RELOCATING OUTSIDE DFW	03 PROFICIENT
GAINES, MATTHEW R	TEACHER	108 LAKE RIDGE ELEMENTARY	05/26/2023	ANOTHER DISTRICT (LATERAL)	02 ACCOMPLISHED
GRAY, CHRISTIN SHANAE	TEACHER	105 HIGHLANDS ELEMENTARY	05/26/2023	RELOCATING OUTSIDE DFW	03 PROFICIENT
GRAY, LAQUANDRA DENICE	TEACHER	041 PERMENTER MIDDLE SCHOOL	05/26/2023	RELOCATING OUTSIDE DFW	
GREEN, BREANNA MONIQUE	TEACHER	108 LAKE RIDGE ELEMENTARY	05/26/2023	ANOTHER DISTRICT (LATERAL)	03 PROFICIENT
GUINN, KATELYN JOANNA	TEACHER	001 CEDAR HILL HIGH SCHOOL	05/26/2023	JOB DID NOT MEET EXPECTATIONS	
HAMPTON, JOY TEALECE	TEACHER	001 CEDAR HILL HIGH SCHOOL	05/26/2023	ANOTHER DISTRICT (LATERAL)	
HERNANDEZ, DAHLIA R	TEACHER	104 HIGH POINT ELEMENTARY	05/26/2023	CAREER CHANGE (Out of K-12)	04 DEVELOPING
HERNANDEZ, MARITZA	TEACHER	105 HIGHLANDS ELEMENTARY	05/26/2023	CAREER CHANGE (Out of K-12)	03 PROFICIENT
JACKSON, RICHA E M	TEACHER	104 HIGH POINT ELEMENTARY	05/26/2023	CAREER CHANGE (Out of K-12)	03 PROFICIENT
JOHNSON, CASSIUS L	TEACHER	001 CEDAR HILL HIGH SCHOOL	05/26/2023	JOB DID NOT MEET EXPECTATIONS	
JOLIVETTE, RICHARD BERNARD	TEACHER	042 COLEMAN MIDDLE SCHOOL	05/26/2023	ANOTHER DISTRICT (PROMOTION)	03 PROFICIENT
JONES, JONATHAN JOSEPH	TEACHER	110 COLLEGIATE PREPARATORY	05/26/2023	HEALTH OR FAMILY CIRCUMSTANCES	04 DEVELOPING
JONES, KYMBERLYE MARIE	TEACHER	105 HIGHLANDS ELEMENTARY	05/26/2023	ANOTHER DISTRICT (LATERAL)	03 PROFICIENT
KING, LETITIA VANOIL	PROFESSIONAL	108 LAKE RIDGE ELEMENTARY	05/31/2023	RELOCATING OUTSIDE DFW	06 NOT APPLICABLE
KIRK, KIMETRI RHODES	TEACHER	110 COLLEGIATE PREPARATORY	05/26/2023	CAREER CHANGE (Out of K-12)	02 ACCOMPLISHED
LINWOOD, SHAURESE JANELLE	TEACHER	105 HIGHLANDS ELEMENTARY	05/26/2023	CAREER CHANGE (Out of K-12)	04 DEVELOPING
LONDON, LAVETTA CHARMARINE	TEACHER	001 CEDAR HILL HIGH SCHOOL	05/31/2023	RELOCATING OUTSIDE DFW	
LONG, BRITANY AMIRAH KRISTIN	TEACHER	110 COLLEGIATE PREPARATORY	05/26/2023	ANOTHER DISTRICT (LATERAL)	03 PROFICIENT
MANNING, TAYLOR DENISE	TEACHER	107 WATERFORD OAKS ELEMENTARY	05/26/2023	CAREER CHANGE (Out of K-12)	03 PROFICIENT
MCGUE, SHIESHA ALEXZANDRIA	TEACHER	042 COLEMAN MIDDLE SCHOOL	05/26/2023	ANOTHER DISTRICT (PROMOTION)	03 PROFICIENT
MCLENDON, DANNION DASHUN	TEACHER	001 CEDAR HILL HIGH SCHOOL	05/26/2023	SUPERVISOR/EMPLOYEE RELATIONS	
MIRALDA, MONSERRAT	TEACHER	105 HIGHLANDS ELEMENTARY	05/26/2023	ANOTHER DISTRICT (LATERAL)	03 PROFICIENT
MORALES, TRENTON KYLE	TEACHER	001 CEDAR HILL HIGH SCHOOL	05/26/2023	ANOTHER DISTRICT (LATERAL)	
MOSLEY, TIFFANY DAVIS	TEACHER	042 COLEMAN MIDDLE SCHOOL	05/26/2023	ANOTHER DISTRICT (LATERAL)	03 PROFICIENT
OKAFOR, EMEKA TODD	TEACHER	001 CEDAR HILL HIGH SCHOOL	05/26/2023	ANOTHER DISTRICT (LATERAL)	03 PROFICIENT
PARK, KENNETH MICHAEL	TEACHER	001 CEDAR HILL HIGH SCHOOL	05/26/2023	ANOTHER DISTRICT (LATERAL)	
PRACHYL, JORDEN ELIZABETH	PROFESSIONAL	001 CEDAR HILL HIGH SCHOOL	05/26/2023	ANOTHER DISTRICT (PROMOTION)	
SHARP, TARIA DELOYS	TEACHER	104 HIGH POINT ELEMENTARY	05/26/2023	CAREER CHANGE (Out of K-12)	04 DEVELOPING
SMITH, TIERRA DESTINI	PROFESSIONAL	999 SPECIAL EDUCATION	05/26/2023	RELOCATING OUTSIDE DFW	
SPARKS, KIMBERLY ANN	TEACHER	104 HIGH POINT ELEMENTARY	05/26/2023	CAREER CHANGE (Out of K-12)	03 PROFICIENT
THOMPSON, SUSAN B	TEACHER	110 COLLEGIATE PREPARATORY	05/26/2023	RETIRING	01 DISTINGUISHED
VILLALBA, ELIZABETH	TEACHER	105 HIGHLANDS ELEMENTARY	05/26/2023	ANOTHER DISTRICT (LATERAL)	02 ACCOMPLISHED
WARD, TYLER	TEACHER	001 CEDAR HILL HIGH SCHOOL	05/31/2023	CAREER CHANGE	
WILLIAMS, PENNIE JEAN	TEACHER	107 WATERFORD OAKS ELEMENTARY	05/26/2023	RETIRING	03 PROFICIENT
WINDHAM, CHRISTINE MICHELLE	TEACHER	108 LAKE RIDGE ELEMENTARY	05/26/2023	ANOTHER DISTRICT (LATERAL)	02 ACCOMPLISHED

13.B. April Financial Report  
**Presenter:** Ms. Carla Settle

**Cedar Hill Independent School District  
BOARD OF TRUSTEES**

**Meeting Date:** June 20, 2023

**Presented by:** Dr. Gerald Hudson, Superintendent of Schools

**Subject:** Financial Report – April 2023

**Information**

**SUPERINTENDENT CONSTRAINT:**

Shall not make budget decisions that increase taxes

**BACKGROUND INFORMATION:**

Each month, financial reports are prepared detailing the status of the District's financial activity for the month ending April 2023. The financial reports are separated into revenue and expenditures. The expenditures are summarized by function and by object.

**CONTACT PERSON(S):**

Carla Settle, Chief Financial Officer  
Paula McBride, Executive Director of Finance

**ENCLOSURES:**

Attached

13.C. Purchases over \$50,000

# Cedar Hill Independent School District BOARD OF TRUSTEES

**Meeting Date:** June 20, 2023

**Presented by:** Dr. Gerald Hudson, Superintendent of Schools

**Subject:** Purchases over \$50,000

## Information

### **BACKGROUND INFORMATION:**

Cedar Hill ISD Board Policy CH (LOCAL) states, The Superintendent is not required to obtain Board approval for the following types of budgeted purchases, regardless of cost, but shall subsequently report them to the Board:

1. A purchase made pursuant to a Board-approved interlocal contract, in accordance with state law;
2. A purchase made through a cooperative purchasing program, in accordance with state law;
3. A purchase made through a state purchasing program that satisfies the District's obligation for competitive purchasing;
4. The purchase of budgeted regulated utility services;
5. A continuing or periodic purchase of goods or services under a Board-approved bid or contract; or
6. A purchase for produce or fuel

### **RECOMMENDATION:**

N/A

### **BOARD ACTION REQUIRED:**

N/A

### **POLICY AUTHORIZATION:**

CH – LEGAL Purchasing and Acquisition

CH – LOCAL Purchasing and Acquisition

### **CONTACT PERSON:**

Carla Settle, Chief Financial Officer

Caleb Pape, Director of Purchasing & Contracts Management

### **FUNDING SOURCE:**

Multiple

### **ENCLOSURES:**

May Purchases over \$50,000

13.D. BL/ESL Department Efficiency Report

**Cedar Hill Independent School District  
BOARD OF TRUSTEES**

**Meeting Date:** June 20, 2023

**Presented by:** Dr. Gerald Hudson, Superintendent of Schools

**Subject:** BL/ESL Department Efficiency Report

<b>Information</b>
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**BACKGROUND INFORMATION:**

To provide updates regarding the operation of the Bilingual & English as a Second Language Department in Cedar Hill ISD.

**RECOMMENDATION:**

Information Only

**BOARD ACTION REQUIRED:**

None

**POLICY AUTHORIZATION:**

None

**CONTACT PERSON:**

Mr. Eduardo Gonzalez, Coordinator of BL/ESL Programs

**FUNDING SOURCE:**

None

**ENCLOSURES:**

BL/ESL Department Efficiency Report

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