

Regular Meeting
Monday, October 16, 2023 6:30 PM

Cannady Cedar Hill 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. FIRST Report
Presenter: Mrs. Paula McBride

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

Meeting Date: October 16, 2023

Presented by: Dr. Gerald Hudson, Superintendent of Schools

Subject: Public hearing to discuss the state Financial Accountability Rating for Cedar Hill ISD

Public Hearing

BACKGROUND INFORMATION:

All school districts in the state of Texas are required to distribute at a public meeting the Financial Accountability Rating issued by the State. Preliminary ratings were released August 7, 2023. Cedar Hill ISD received a Superior rating, so there was no need to file an appeal. Without, an appeal, the preliminary rating will become the final rating.

Each school district must announce and hold a public meeting within two months of the receipt of the final FIRST rating. Notice of the meeting must be advertised in the newspaper not more than 30 days prior to or less than 10 days prior to holding the public hearing. Cedar Hill ISD published such notice on Tuesday, September 26, 2023.

CONSIDERATION:

Receive comments from the public.

CONTACT PERSON(S):

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

ENCLOSURES:

Attached

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, and

551.072) Deliberation regarding real property

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.

4. PUBLIC SESSION

4.A. Pledges

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

Meeting Date:

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

Subject:

Information - Student Pledge Leaders

BACKGROUND INFORMATION:

Texas Pledge Leader:

Azaya Harper is a fourth grade scholar at Lake Ridge Elementary. She began her journey at LRE as a kindergarten student in our Montessori School of Choice Program. Currently, Azaya is a scholar in our Upper Montessori classroom and continues to thrive academically and socially. Azaya's academic performance meets and exceeds grade-level standards in all areas. When Azaya is not at school, she likes to watch soccer, cook, and practice archery because it is relaxing.

US Pledge Leader: Tinsley Johnson-Deramee is a fifth-grade scholar at Lake Ridge Elementary. She began her journey at LRE as a kindergarten scholar. Tinsley is a National Elementary Honor Society member and excels in reading. Tinsely's hobbies include drawing, doing different types of art, editing, and playing video games. Tinsley recently found a new passion for cheerleading and gymnastics. She enjoys being a flyer on her cheerleading squad and dreams about going to the Olympics one day. Tinsley's favorite things about Lake Ridge Elementary are the teachers, people, and the playground. When she grows up, she wants to become a teacher and teach Reading Language Arts at Lake Ridge Elementary.

BOARD ACTION REQUIRED:

None

POLICY AUTHORIZATION:

None

CONTACT PERSON:

**Michael Sudhalter - CHISD Communications Coordinator
Dr. Amanda McCarther – Lake Ridge Elementary Principal**

FUNDING SOURCE:

None

ENCLOSURES:

None

4.A.1. Pledge to the American Flag

Presenter: Tinsley Johnson-Deramee

4.A.2. Pledge to the Texas Flag

Presenter: Azaya Harper

4.B. Prayer

Presenter: Board Trustee

5. COMMUNICATIONS/RECOGNITIONS

Cedar Hill ISD Board of Trustees

Board Recognitions

October 16, 2023






Azaya Harper



**Tinsley
Johnson-Deramee**





Thank You!

NATIONAL PRINCIPALS MONTH

#ThankAPrincipal



Welcome to Cedar Hill ISD!



**Christopher Malone- Executive Director
of Information Technology**

5.A. Introduction of New Hires

Presenter: Hallema Jackson

5.B. Recognition of Principals

Presenter: Mrs. Tierney Tinnin

5.C. Special Education DER

Presenter: Derica Turner

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

Meeting Date: **October 16, 2023**

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

Subject: **Special Education - Department Efficiency Report**

Information

BACKGROUND INFORMATION:

Education Code 11.201(d)(5) requires the superintendent to manage the day-to-day operations of the district as its administrative manager, including implementing and monitoring plans, procedures, programs, and systems to achieve clearly defined and desired results in major areas of district operations. One of the ways the superintendent meets that requirement is through the Department Efficiency Report (DER). The Executive Director of Special Education will present the Special Populations Department Efficiency Report.

RECOMMENDATION:

None

BOARD ACTION REQUIRED:

None

POLICY AUTHORIZATION:

None

CONTACT PERSON:

Ms. Derica Turner, Executive Director of Special Education

FUNDING SOURCE:

None

ENCLOSURES:

Special Education Department Efficiency Report

6. **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.
7. **PRESENTATIONS**
 - 7.A. Facilities Committee Report
Presenter: Tellauance Graham

Cedar Hill Independent School District BOARD OF TRUSTEES

Meeting Date: October 16, 2023

Presented by: Dr. Gerald Hudson, Superintendent of Schools

Subject: Facility Committee Report-Cedar Hill Transportation Facility Plan

Action

SUPERINTENDENT CONSTRAINT:

- Shall not make operational decisions that prevent access of all students to learning

BACKGROUND INFORMATION:

Cedar Hill ISD administration, in conjunction with TransPar Inc. has researched options for purchasing, leasing a transportation facility or moving the facility. Cedar Hill ISD is currently leasing a facility at 914 Cedarview in Cedar Hill.

RECOMMENDATION:

CHISD recommends the Board of Trustees [not] consider the option to non-renew the lease at 914 Cedarview in Cedar Hill Tx.

BOARD ACTION REQUIRED:

Motion to non-renew the property at 914 Cedar View dr.

POLICY AUTHORIZATION:

CNB(LEGAL)

CONTACT PERSON:

Tellauance L. Graham, Assistant Superintendent of Student Services and Administration
Carla Settel, Chief Financial Officer

FUNDING SOURCE:

General Operating Budget

ENCLOSURES:

Facility Presentation

7.B. Transpar Contract Renewal

Presenter: Mr. Tellaunce Graham and Mr. Jonquez Moore

Cedar Hill Independent School District BOARD OF TRUSTEES

Meeting Date: October 16, 2023

Presented by: Dr. Gerald Hudson, Superintendent of Schools

Subject: Transpar Contract Renewal

Action

SUPERINTENDENT CONSTRAINT:

- Shall not make operational decisions that prevent access of all students to learning

BACKGROUND INFORMATION:

Transpar Inc. has served as the advisory and management contracted service provider for Cedar Hill ISD since May 2021. Throughout this partnership, they have successfully implemented a range of innovative technology programs, enhanced safety measures, and elevated the level of customer service provided to the district. As a result, Cedar Hill has experienced a notable reduction in complaints and has continued to retain high-quality staff members.

RECOMMENDATION:

CHISD recommends that the Board of Trustees consider implementing the recommendation to renew the modified contract for the contract duration of three years.

BOARD ACTION REQUIRED:

Motion to accept the terms of the contract

POLICY AUTHORIZATION:

CNB(LLEGAL)

CONTACT PERSON:

Tellauance L. Graham, Assistant Superintendent of Student Services and Administration

FUNDING SOURCE:

General Operating Budget

ENCLOSURES:

Transpar Presentation

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. District and Campus Improvement Plans

Presenter: Dr. Shemeka Millner, Heath Koenig, Ty Lowe

Cedar Hill Independent School District BOARD OF TRUSTEES

Meeting Date: October 16, 2023

Presented by: Dr. Gerald Hudson, Superintendent of Schools

Subject: District & Campus Improvement Plans

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:

Under provisions of the Texas Education Code, every school district is required to develop district and campus plans to improve student performance. Cedar Hill utilizes a collaborative planning process including community and staff input to develop the district's education plan. District and campus plans are developed annually to be mutually supportive of the state goals and objectives under Education Code, Chapter 4.

RECOMMENDATION:

Approval of the 2023-2024 District & Campus Improvement Plans

BOARD ACTION REQUIRED:

yes

POLICY AUTHORIZATION:

n/a

CONTACT PERSON:

Ms. Shemeka Millner, Asst. Superintendent of Curriculum & Instruction

FUNDING SOURCE:

n/a

ENCLOSURES:

District & Campus Improvement Plan Presentation
District & Campus Improvement Plans

8.B. Campus Spotlight

Presenter: Mr. John Edmun and Dr. Amanda McCarther

8.B.1. Lake Ridge Elementary

Presenter: Dr. Amanda McCarther

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

Meeting Date: October 16, 2023

Presented by: Dr. Gerald Hudson, Superintendent of Schools

Subject: Campus Spotlight: Lake Ridge Elementary School

Information

BACKGROUND INFORMATION:

Presenting campus highlights and progress on the Lone Star Governance goals for 2023-2024 school year

RECOMMENDATION:

Information Only

BOARD ACTION REQUIRED:

None

POLICY AUTHORIZATION:

None

CONTACT PERSON:

Dr. Amanda McCarther, Principal

Ms. Tyesha Lowe Smith, Executive Director of School Leadership

FUNDING SOURCE:

None

ENCLOSURES:

Spotlight Presentation

8.B.2. Collegiate Academy MS
Presenter: Mr. John Edmun

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

Meeting Date: October 16, 2023

Presented by: Dr. Gerald Hudson, Superintendent of Schools

Subject: Campus Spotlight: Collegiate Academy Middle School

Information

BACKGROUND INFORMATION:

Presenting campus highlights and progress on the Lone Star Governance goals for 2023-2024 school year

RECOMMENDATION:

Information Only

BOARD ACTION REQUIRED:

None

POLICY AUTHORIZATION:

None

CONTACT PERSON:

Mr. John Edmun, Principal

Ms. Tyesha Smith-Lowe, Executive Director of School Leadership

FUNDING SOURCE:

None

ENCLOSURES:

Spotlight Presentation

9. CONSENT AGENDA

9.A. Minutes from Previous Board of Trustee Meetings

Presenter: Courtney Lackey Wilson

Called Meeting
Monday, October 2, 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, Cheryl Wesley, Denishea Williams and Carma Morgan. Ramona Ross-Bacon and Robert Riggs are absent.

2. PUBLIC COMMENTS there were no public 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.

Recess to Closed Session at 6:32 PM.

3. CLOSED SESSION opened at 6:32 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.

Team of 8 Training and Workshop

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.

Ramona Ross-Bacon arrives at 6:41 PM.

Robert Riggs arrives at 6:45 PM.

Closed Session closed at 9:27 and public session reconvened.

4. ADJOURN at 9:27 PM.

Regular Meeting
Monday, September 18, 2023 6:30 PM Central

Cannady Cedar Hill 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.

2. 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, and

551.072) Deliberation regarding real property

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) To conduct deliberations regarding security devices or security audits.

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 arrived at 6:40 PM.

Closed Session closed at 7:46 PM.

Reconvened to Public Session at 7:50 PM.

3. PUBLIC SESSION

3.A. Pledges

3.A.1. Pledge to the American Flag

3.A.2. Pledge to the Texas Flag

3.B. Prayer

4. COMMUNICATIONS/RECOGNITIONS

4.A. Academics Department Efficiency Report

5. 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 no public comments.**

6. 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.

7. PRESENTATION

7.A. Efficiency Audit Presentation

8. CONSENT AGENDA

Ramona Ross-Bacon makes the motion to pull Item 8E. CHAT MOU for further discussion.

Robert Riggs makes the motion to approve Items A, B, C, D, F, G, H, I, and J. Dr. Denise Roache-Davis seconds the motion. Unanimously approved 7-0.

8.A. Minutes from Previous Board of Trustee Meetings

8.B. Vendor List for - RFP # 22-23-01 Teaching Aids, Instructional Materials, and Related Services

8.C. Budget Amendment

8.D. Policy Update 121

8.E. CHAT MOU Ramona Ross-Bacon makes the motion to postpone the CHAT MOU to a later date. Carma Morgan seconds the motion. Unanimously approved 7-0.

8.F. CHEF MOU

8.G. GEAR UP Field Trip

8.H. Executive Director of Technology

8.I. Contract with Dallas County Election Services

8.J. Amended Contract for a College Retention Specialist

9. BOARD DISCUSSION

9.A. Upcoming Events

9.B. Training and Event Recaps

10. SUPERINTENDENT'S REPORT

10.A. Employment Retirements Resignations Terminations

10.B. Monthly Financials

10.C. Unemployment Compensation Insurance Renewal

10.D. Purchases Over \$50K

11. Resilient School Support Program (RSSP) DER

12. ADJOURN **at 8:49 PM.**

9.B. Contract Abandonment - Mija Jackson Lee

Cedar Hill Independent School District BOARD OF TRUSTEES

Meeting Date: October 16, 2023

Presented by: Dr. Gerald Hudson, Superintendent of Schools

Subject: Contract Abandonment - Mija Jackson Lee

Action

BACKGROUND: Mija Jackson Lee, teacher at Bessie Coleman Middle School, asked to be released from her contract on September 26, 2023. Hallema Jackson personally met with Mrs. Jackson Lee via Google Meet on September 28, 2023, to discuss reasons for abandoning her contract. Mrs. Jackson Lee stated that she found another job opportunity outside of education. Ms. Jackson Lee did not provide documentation of said new employment and insisted that she would not return after September 29, 2023. Ms. Jackson Lee was informed that the District would move forward in requesting that TEA impose sanctions on her certificate for job abandonment.

RECOMMENDATION:

It is recommended that the Board approve a finding in accordance with TEC Section 21.105(c) and 19 TAC 249.14, that good cause did not exist for a term contract teacher, Mija Jackson Lee, to abandon her employment contract with Cedar Hill ISD.

BOARD ACTION REQUIRED:

I move that the Board authorize the Board President to submit a written complaint with the required information to SBEC in accordance with TEC Section 21.105(c) and 19 TAC 249.14 seeking sanctions against Mija Jackson Lee, a term contract teacher, for abandonment of her employment contract.

POLICY AUTHORIZATION:

DFE (Local) (Legal) Termination of Contract: Resignation without Consent

CONTACT PERSON:

Hallema Jackson, Assistant Superintendent of Human Resources

FUNDING SOURCE:

N/A

ENCLOSURES:

N/A

9.C. Contract Abandonment - Nikeya Gaither

Cedar Hill Independent School District BOARD OF TRUSTEES

Meeting Date: October 16, 2023

Presented by: Dr. Gerald Hudson, Superintendent of Schools

Subject: Contract Abandonment - Nikeya Gaither

Action

BACKGROUND Nikeya Gaither, counselor at Lake Ridge Elementary School, asked to be released from her contract on September 23, 2023. Hallema Jackson personally met with Ms. Gaither via Google Meet on September 18, 2023, to discuss her reasons for abandoning her contract. Ms. Gaither stated that her workload was the reason for abandoning her contract. Ms. Gaither was informed that the District would move forward in requesting that TEA impose sanctions on her certificate for job abandonment.

RECOMMENDATION:

It is recommended that the Board approve a finding in accordance with TEC Section 21.105(c) and 19 TAC 249.14, that good cause did not exist for a term contract teacher, Nikeya Gaither, to abandon her employment contract with Cedar Hill ISD.

BOARD ACTION REQUIRED:

I move that the Board authorize the Board President to submit a written complaint with the required information to SBEC in accordance with TEC Section 21.105(c) and 19 TAC 249.14 seeking sanctions against Nikeya Gaither, a term counselor, for abandonment of her employment contract.

POLICY AUTHORIZATION:

DFE (Local) (Legal) Termination of Contract: Resignation without Consent

CONTACT PERSON:

Hallema Jackson, Assistant Superintendent of Human Resources

FUNDING SOURCE:

N/A

ENCLOSURES:

N/A

9.D. Vendor List for - RFP # 23-24-01 Teaching Aids, Instructional Materials, and Related Services

Presenter: Mrs. Carla Settle

Cedar Hill Independent School District BOARD OF TRUSTEES

Meeting Date: October 16, 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 23-24-01

Dates: Open Date 8/15/23 Close Date 6-30-24 2:00 P.M.

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, 2027. 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. September's proposed vendors are included in the RFP 23-24-01 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, 2027 as per the attached list.

BOARD ACTION REQUIRED:

Motion to approve the vendor list for the purchase of Teaching Aids, Instructional Materials, and Related Services through June 30, 2027 as per the attached list.

POLICY AUTHORIZATION:

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

CONTACT PERSON:

Carla Settle, Chief Finance Officer
Patricio Contreras, Purchasing Manager

FUNDING SOURCE:

2023-2024 Budget

ENCLOSURES:

Attached

Proposal Tabulation - RFP # 23-24-01
Teaching Aids, Instructional Materials, and Related Services

	Code Stream Studios, LLC	E-Therapy LLC	
	4101 McEwen Rd. Suite 334	2812 W. Hare Drive	
	Dallas, TX 75244	Flagstaff, AZ 86001	
Product/Service Provided	Curriculum, Staff Development, Certifications, Software, Subscriptions, Games	Special Education Related Services, Mental Health Services / professional Development Services	
Minimum Order	No	No	
Accepts Pos	Yes	Yes	
Discount	Depends on number of licenses purchased	No	
Consultant/PD Fees	\$40/Hr. or \$350 per day	\$79.00 - \$89.00 per hour	
Shipping	No	No	
HUB	Yes	No	
EDGAR	Yes	Yes	
EPCNT/CTPA	Yes	Yes	
All Required Forms Completed, Signed and Returned	Yes	Yes	
Email	harold@codestreamstudios.com	bids@electroinc-therapy.com	

9.E. Budget Amendment

Presenter: Mrs. Carla Settle

Cedar Hill Independent School District BOARD OF TRUSTEES

Meeting Date: October 16, 2023

Presented by: Dr. Gerald Hudson, Superintendent of Schools

Subject: Budget Amendment #4 – 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:

Expenditures

1. *Increase TRS On-behalf revenue and expense budgets for the increase in matching benefit. Budget neutral request.*
2. *Per GASB 96 record the subscription based internet technology asset for the district website.*
3. *Per the increase cost for the Dallas Central Appraisal District's budgeted costs for CHISD, additional budget in function 99 is required.*
4. *Conversion of position for data management related to TSDS standards as related to CTE and additional student characteristics.*
5. *Due to the strategic coding of special education positions to federal funds, realignment of the general fund special education budget is necessary to meet increasing contracted services needs.*

RECOMMENDATION:

Administration recommends approval of the General Fund Budget Amendment #4 as presented in the attached supporting document.

BOARD ACTION REQUIRED:

Motion to approve budget amendment #4 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

CEDAR HILL INDEPENDENT SCHOOL DISTRICT
Budget Amendment: General Fund #4
October 16, 2023 for Fiscal Year 2023-2024



		2023-2024 Original Budget	2023-2024 Revised Budget	Amendments Requested	Balance Neutral Transfers Requested	Proposed Amended Budget
5700	Local Sources	\$ 49,400,954	\$ 49,400,954	\$ -	\$ -	\$ 49,400,954
5800	State Program Revenues	16,057,316	16,057,316	-	700,000	16,757,316.00
5900	Federal Program Revenues	1,010,000	1,010,000	-	-	1,010,000.00
	Other Financing Sources				218,854	218,854.00
	Budgeted Revenue	\$ 66,468,270	\$ 66,468,270	\$ -	\$ 918,854	\$ 67,387,124

11	Instruction	\$ 33,971,753	\$ 33,955,495	\$ -	\$ 1,053,518	\$ 35,009,013
12	Instructional Resources & Media Services	624,006	628,506	-	-	628,506
13	Curriculum Dev & Instructional Staff Dev	1,399,574	1,390,332	-	-	1,390,332
21	Instructional Leadership	979,676	980,176	-	-	980,176
23	School Leadership	4,667,714	4,667,714	-	(253,417)	4,414,297
31	Guidance, Counseling, & Evaluation Services	2,981,330	2,981,330	-	-	2,981,330
32	Social Work Services	34,368	34,368	-	-	34,368
33	Health Services	887,428	887,428	-	-	887,428
34	Student (Pupil) Transportation	4,756,728	4,756,728	-	-	4,756,728
35	Food Services	12,500	12,500	-	-	12,500
36	Extracurricular Activities	2,136,835	2,146,835	-	-	2,146,835
41	General Administration	3,620,513	3,620,513	-	218,854	3,839,367
51	Facilities Maintenance & Operations	9,048,547	9,048,547	-	-	9,048,547
52	Security & Monitoring Services	1,889,202	1,981,422	-	-	1,981,422
53	Data Processing Services	1,621,364	1,621,364	-	40,000	1,661,364
61	Community Services	196,936	207,436	-	-	207,436
71	Debt Service Cost	744,769	744,769	-	-	744,769
93	Payments to Fiscal Agent	153,518	153,518	-	(153,518)	-
95	Payments to JJAEP	30,000	30,000	-	-	30,000
99	Other Intergovernmental Charges	186,000	186,000	-	13,417	199,417
	Other Financing Uses	-	-	-	-	-
	Budgeted Expenditures	\$ 69,942,761	\$ 70,034,981	\$ -	\$ 918,854	\$ 70,953,835
	Net Revenue & Expenses	\$ (3,474,491)	\$ (3,566,711)	\$ -	\$ -	\$ (3,566,711)
	Net effect to Fund Balance	\$ (3,474,491)	\$ (3,566,711)	\$ -	\$ -	\$ (3,566,711)
	<i>Effect on Committed Fund Balance</i>					\$ -
	<i>Effect on Unassigned Fund Balance</i>					\$ (3,566,711)

CEDAR HILL INDEPENDENT SCHOOL DISTRICT
Budget Amendment: General Fund #4
October 16, 2023 for Fiscal Year 2023-2024

		Increase	Decrease	Balance Neutral	Net	Description
5700	Local Sources	\$ -	\$ -	\$ -	\$ -	
5800	State Program Revenues			700,000	700,000	TRS On-behalf
5900	Federal Program Revenues			-	-	
	Budgeted Revenue	\$ -	\$ -	\$ 700,000	\$ 700,000	
11	Instruction	\$ -	\$ -	\$ 1,053,518	\$ 1,053,518	additional instructional expense
12	Instructional Res & Media Services			-	-	
13	Curriculum Dev & Instructional Staff Dev			-	-	
21	Instructional Leadership			-	-	
23	School Leadership			(253,417)	(253,417)	add'l instruct. exp.; PEIMS clerk; DCAD
31	Guidance, Counseling, & Evaluation Services			-	-	
32	Social Work Services			-	-	
33	Health Services			-	-	
34	Student (Pupil) Transportation			-	-	
35	Food Services			-	-	
36	Extracurricular Activities			-	-	
41	General Administration			218,854	218,854	Recognize SBITA 5-yr contract per GASB 96
51	Facilities Maintenance & Operations			-	-	
52	Security & Monitoring Services			-	-	
53	Data Processing Services			40,000	40,000	PEIMS CTE Clerk
61	Community Services			-	-	
71	Debt Services			-	-	
93	Payments to Fiscal Agent			(153,518)	(153,518)	additional instructional expense
95	Payments to JJAEP			-	-	
99	Other Intergovernmental Charges			13,417	13,417	Dallas Central Appraisal District (DCAD)
	Budgeted Expenditures	\$ -	\$ -	\$ 918,854	\$ 918,854	
	Other Resources	\$ -	\$ -	\$ 218,854	\$ 218,854	
	Other Uses	-	-	-	-	
	Net of Other Resources and Other Uses	\$ -	\$ -	\$ -	\$ -	

CEDAR HILL INDEPENDENT SCHOOL DISTRICT
 Budget Amendment: General Fund #4
 October 16, 2023 for Fiscal Year 2023-2024



		Neutral	Neutral	Neutral	Neutral	Neutral	Neutral	
Function	Description	TRS On-behalf	Recognize 5-year contract for website per GASB 96	Dallas Central Appraisal District	PEIMS CTE Clerk	SpEd Budget Alignment	Add'l Instructional Expense	Total
11	Instruction	700,000				153,518	200,000	\$ 1,053,518
12	Instructional Res & Media Services							\$ -
13	Curriculum Dev & Instructional Staff Dev							\$ -
21	Instructional Leadership							\$ -
23	School Leadership			(13,417)	(40,000)		(200,000)	\$ (253,417)
31	Guidance, Counseling, & Evaluation Services							\$ -
32	Social Work Services							\$ -
33	Health Services							\$ -
34	Student (Pupil) Transportation							\$ -
35	Food Services							\$ -
36	Extracurricular Activities							\$ -
41	General Administration		218,854					\$ 218,854
51	Facilities Maintenance & Operations							\$ -
52	Security & Monitoring Services							\$ -
53	Data Processing Services				40,000			\$ 40,000
61	Community Services							\$ -
71	Debt Services							\$ -
93	Payments to Fiscal Agent					(153,518)		\$ (153,518)
95	Payments to JJAEP							\$ -
99	Other Intergovernmental Charges			13,417				\$ 13,417
	Budgeted Expenditures	700,000	218,854	-	-	-	-	918,854

9.F. Share Staff Employment

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

Meeting Date: **October 16, 2023**

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

Subject: **Consideration of Contract for Nursing Services with Share
STAFF**

Consent

BACKGROUND INFORMATION:

This is a legal requirement in compliance with Board Policy CH (LOCAL). Any single, budgeted purchase of goods or services that costs \$50,000 or more, regardless of whether the goods or services are competitively purchased, shall require Board approval before a transaction may take place, except as otherwise provided in policy.

The contract with ShareSTAFF, LLC is necessary to cover staff vacancies in the health services department.

RECOMMENDATION:

Administration recommends approval of the contract with ShareSTAFF, LLC to purchase nursing services.

BOARD ACTION REQUIRED:

Motion to approve the contract with Evaluation Grants & Training Institute, Inc. to purchase services of a College Retention Specialist

POLICY AUTHORIZATION:

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

CONTACT PERSON:

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

FUNDING SOURCE:

Fund 199 – General Fund

ENCLOSURES:

Contract with ShareSTAFF, LLC

10. BOARD DISCUSSION

10.A. Upcoming Events

10.B. Training and Event Recaps

11. SUPERINTENDENT'S REPORT

11.A. Employment Retirements Resignations Terminations

Presenter: Hallema Jackson

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

Meeting Date: **October 16, 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

SCHOOL/DPT.	JOB GROUP	ASSIGNMENT	DATE	NAME OF CANDIDATE	START DATE
ADMIN BLDG	PROFESSIONAL	COORDINATOR-INNOVATION	9/13/2023	TIARA BROWN	9/20/2023
ADMIN BIDG	ADMINISTRATOR	EXECUTIVE DIRECTOR OF I.T.	9/19/2023	CHRISTOPHER MALONE	9/25/2023
CHHS	TEACHER	SPANISH TEACHER	8/4/2023	LINA VANESSA QUINTERRO HERRERA	9/5/2023
COLLEGIATE PREP	TEACHER	SECOND GRADE TEACHER	08/31/2023	KIMETRI KIRK	9/5/2023
HIGHLANDS	TEACHER	1ST GRADE BILINGUAL TEACHER	8/29/2023	MARITZA HERNANDEZ	9/5/2023
WATERFORD OAKS	TEACHER	FOURTH GRADE TEACHER	8/3/2023	JADE BROWN	9/5/2023
COLLEGIATE PREP	TEACHER	FIFTH GRADE TEACHER	09/06/2023	FAITH HOANG	9/8/2023
CHHS	TEACHER	ENGLISH TEACHER	9/15/2023	CHAZMYN FORD	9/19/2023
HIGHLANDS	TEACHER	FIFTH GRADE TEACHER	9/12/2023	JULIETA FIGUEROA	9/25/2023
HIGH POINTE	TEACHER	SPECIAL EDUCATION TEACHER	09/21/2023	JANICE JOHNSON	9/27/2023
LAKE RIDGE	TEACHER	KINDERGARTEN TEACHER	9/28/2023	ANEISHYA DONAHUE	10/2/2023
MAINTENANCE	AUXILIARY	CUSTODIAN	8/22/2023	ROXANNA NAVARRETTE	9/5/2023
TRANSPORTATION	AUXILIARY	BUS DRIVER, STAND BY	8/23/2023	LINDA BARRETT	9/5/2023
TRANSPORTATION	AUXILIARY	BUS MONITOR	8/29/2023	TURNISHA HOBBS	9/5/2023
POLICE/SECURITY	AUXILIARY	SECURITY GUARD	8/29/2023	SHAWN BERRY	9/8/2023
PLUMMER	PARAPROFESSIONAL	ATTENDANCE CLERK	8/30/2023	VANESSA GRIMALDO	9/1/2023
ADMIN BLDG	PARAPROFESSIONAL	BILINGUAL AIDE	8/10/2023	GUADALUPE RAMIREZ	9/5/2023
CHHS	PARAPROFESSIONAL	SPED RESOURCE AIDE	8/29/2023	ALONZO MCGRUDER	9/5/2023
HIGH POINTE	PARAPROFESSIONAL	PE AIDE	9/5/23	RASHAD SIMPSON	09/08/2023
HIGH POINTE	PARAPROFESSIONAL	SPED RESOURCE/INCLUSION AIDE	8/30/23	PATRICIA GUIHER	9/25/2023
PERMENTER	PARAPROFESSIONAL	RECEPTIONIST	9/12/2023	ALEXIS CARSON	9/25/2023

NAME	HIRE DATE	POSITION	ASSIGNMENT	CAMPUS	EFFECTIVE	T-TESS EVALUATIONS	REASON FOR LEAVING
NATALIE GARRETT	7/9/2018	PROFESSIONAL	COORDINATOR-INNOVATION	ADMIN	09/01/2023	03 PROFICIENT	ANOTHER DISTRICT (PROMOTION)
JANICE BROWN	08/05/2022	PROFESSIONAL	SPEECH PATHOLOGIST	ADMIN	09/29/2023	06 NOT APPLICABLE	ANOTHER DISTRICT (PROMOTION)
SHANTAVIA COTTERY	07/25/2023	PROFESSIONAL	COUNSELOR	PLUMMER	9/29/2023	05 IMPROVEMENT NEEDED	SUPERVISOR/EMPLOYEE RELATIONS
NIKEYA GAITHER	10/18/2022	PROFESSIONAL	COUNSELOR	LAKE RIDGE	9/22/2023	06 NOT APPLICABLE	CAREER CHANGE (OUT OF K-12)
D'ANDRIA TODD	8/7/2018	TEACHER	PRE-K TEACHER	PLUMMER	09/15/2023	NA	SUPERVISOR/EMPLOYEE RELATIONS
STEPHANIE RAMIREZ	8/2/2023	TEACHER	SECOND GRADE TEACHER	PLUMMER	9/25/2023	NA	HEALTH/FAMILY CIRCUMSTANCES
MIJA JACKSON LEE	03/08/2023	TEACHER	SPED INCLUSION	PERMENTER	9/29/2023	NA	CAREER CHANGE (OUT OF K-12)
CHARDE COOKS	08/04/2011	TEACHER	MONTESSORI (1-3)	LAKE RIDGE	9/22/2023	03 PROFICIENT	ANOTHER DISTRICT (LATERAL)
BARBARA MEYERS	03/24/2021	AUXILIARY	POLICE/SECURITY	POLICE/SECURITY	09/08/2023	NA	ANOTHER DISTRICT (LATERAL)
JACOB GREY	03/21/2022	PARAPROFESSIONAL	MONTESSORI AIDE	LAKE RIDGE	9/24/2023	06 NOT APPLICABLE	HEALTH/FAMILY CIRCUMSTANCES
ASHLEY HANSEN	07/29/2022	PARAPROFESSIONAL	NURSE AIDE	LAKE RIDGE	9/29/2023	NA	ANOTHER DISTRICT (LATERAL)
KEYMON BACY	08/29/2022	PARAPROFESSIONAL	PRE-K AIDE	LAKE RIDGE	09/28/2023	N/A	N/A

11.B. Financial Report

Presenter: Carla Settle

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

Meeting Date: October 16, 2023

Presented by: Dr. Gerald Hudson, Superintendent of Schools

Subject: Financial Report – August 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 fiscal year. The financial report for the month ending August 2023 is enclosed. 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

**Cedar Hill Independent School District
Financial Report Month Ending August 31, 2023**



2023-2024 Fiscal Year

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**CEDAR HILL INDEPENDENT SCHOOL DISTRICT
2023-2024 FISCAL YEAR BOARD-APPROVED BUDGETS
FOR THE SECOND MONTH ENDING AUGUST 31, 2023**



	General Fund		Food Service		Debt Service		District Total	
	Original Budget	Amended Budget	Original Budget	Amended Budget	Original Budget	Amended Budget	Original Budget	Amended Budget
REVENUES:								
Local and Intermediate Sources	\$ 49,400,954	\$ 49,400,954	\$ 597,300	\$ 597,300	\$ 19,361,643	\$ 19,361,643	\$ 69,359,897	\$ 69,359,897
State Program Revenues	16,057,316	16,057,316	17,446	17,446	517,964	517,964	16,592,726	16,592,726
Federal Program Revenues	1,010,000	1,010,000	4,664,018	4,664,018	375,000	375,000	6,049,018	6,049,018
Other Financing Sources	-	-	-	-	-	-	-	-
Total Revenues	\$ 66,468,270	\$ 66,468,270	\$ 5,278,764	\$ 5,278,764	\$ 20,254,607	\$ 20,254,607	\$ 92,001,641	\$ 92,001,641
EXPENDITURE SUMMARY BY FUNCTION:								
11 - Instructional	\$ 33,971,753	\$ 33,971,753	\$ -	\$ -	\$ -	\$ -	\$ 33,971,753	\$ 33,971,753
12 - Instructional Resources and Media Services	624,006	624,006	-	-	-	-	624,006	624,006
13 - Curriculum and Instructional Staff Development	1,399,574	1,399,574	-	-	-	-	1,399,574	1,399,574
21 - Instructional Leadership	979,676	979,676	-	-	-	-	979,676	979,676
23 - School Leadership	4,667,714	4,667,714	-	-	-	-	4,667,714	4,667,714
31 - Guidance, Counseling and Evaluation	2,981,330	2,981,330	-	-	-	-	2,981,330	2,981,330
32 - Social Work Services	34,368	34,368	-	-	-	-	34,368	34,368
33 - Health Services	887,428	887,428	-	-	-	-	887,428	887,428
34 - Student Transportation	4,756,728	4,756,728	-	-	-	-	4,756,728	4,756,728
35 - Child Nutrition/Food Service	12,500	12,500	4,322,545	4,322,545	-	-	4,335,045	4,335,045
36 - Cocurricular/Extra Curricular Activities	2,136,835	2,136,835	-	-	-	-	2,136,835	2,136,835
41 - General Administration	3,620,513	3,620,513	-	-	-	-	3,620,513	3,620,513
51 - Plant Maintenance and Facility Services	9,048,547	9,048,547	-	-	-	-	9,048,547	9,048,547
52 - Security and Monitoring Services	1,889,202	1,889,202	-	-	-	-	1,889,202	1,889,202
53 - Data Processing Services	1,621,364	1,621,364	-	-	-	-	1,621,364	1,621,364
61 - Community Services	196,936	196,936	-	-	-	-	196,936	196,936
71 - Debt Service Cost	744,769	744,769	-	-	19,127,279	19,127,279	19,872,048	19,872,048
93 - Shared Service Agreement	153,518	153,518	-	-	-	-	153,518	153,518
95 - Payments to Juvenile Justice Alternative Program	30,000	30,000	-	-	-	-	30,000	30,000
99 - Other Intergovernmental Charges	186,000	186,000	-	-	-	-	186,000	186,000
Other Financing Uses	-	-	-	-	-	-	-	-
Total Expenditures	\$ 69,942,761	\$ 69,942,761	\$ 4,322,545	\$ 4,322,545	\$ 19,127,279	\$ 19,127,279	\$ 93,392,585	\$ 93,392,585
EXPENDITURE SUMMARY BY OBJECT:								
61XX - Payroll Cost	\$ 55,915,355	\$ 55,915,355	\$ 542,000	\$ 542,000	\$ -	\$ -	\$ 56,457,355	\$ 56,457,355
62XX - Professional and Contracted Services	6,769,857	6,769,857	3,081,136	3,081,136	-	-	9,850,993	9,850,993
63XX - Supplies and Materials	3,428,662	3,428,662	449,409	467,258	-	-	3,878,071	3,895,920
64XX - Other Operating Expenses	2,546,488	2,546,488	50,000	32,151	-	-	2,596,488	2,578,639
65XX - Bond Principal	-	-	-	-	13,150,145	13,150,145	13,150,145	13,150,145
65XX - Bond Interest	-	-	-	-	5,877,134	5,877,134	5,877,134	5,877,134
65XX - Other Debt Serv Fees	744,769	744,769	-	-	100,000	100,000	844,769	844,769
66XX - Capital Outlay Expenses	537,630	537,630	200,000	200,000	-	-	737,630	737,630
89XX - Other Uses	-	-	-	-	-	-	-	-
Total Expenditures	\$ 69,942,761	\$ 69,942,761	\$ 4,322,545	\$ 4,322,545	\$ 19,127,279	\$ 19,127,279	\$ 93,392,585	\$ 93,392,585
Excess (Deficiency) of Revenues Over Expenditures	\$ (3,474,491)	\$ (3,474,491)	\$ 956,219	\$ 956,219	\$ 1,127,328	\$ 1,127,328	\$ (1,390,944)	\$ (1,390,944)

**CEDAR HILL INDEPENDENT SCHOOL DISTRICT
(UNAUDITED) STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
GENERAL OPERATING FUND (199)
FOR THE SECOND MONTH ENDING AUGUST 31, 2023**



	CURRENT YEAR 2023-2024					PRIOR YEAR 2022-2023				
	Original Budget	Amended Budget	August 2023	Actual Year to Date*	Actual to Budget	Original Budget	Amended Budget	August 2022	Actual Year to Date*	Actual to Budget
REVENUES:										
Local and Intermediate Sources	\$ 49,400,954	\$ 49,400,954	\$ 63,585	\$ 252,774	0.51%	\$ 49,558,708	\$ 49,558,708	\$ 152,270	\$ 234,166	0.47%
State Program Revenues	16,057,316	16,057,316	294,804	613,335	3.82%	19,808,372	19,808,372	2,919,871	3,204,215	16.18%
Federal Program Revenues	1,010,000	1,010,000	7,362	7,667	0.76%	1,100,000	1,438,000	52,347	52,521	3.65%
Other Financing Sources										
Total revenues	\$ 66,468,270	\$ 66,468,270	\$ 365,751	\$ 873,776	1.31%	\$ 70,467,080	\$ 70,805,080	\$ 3,124,488	\$ 3,490,902	4.93%
EXPENDITURE SUMMARY BY FUNCTION:										
11 - Instruction	\$ 33,971,753	\$ 33,971,753	\$ 296,517	\$ 296,517	0.87%	\$ 35,779,845	\$ 35,756,582	\$ 556,105	\$ 836,606	2.34%
12 - Instructional Resources and Media Services	624,006	624,006	4,057	4,057	0.65%	682,695	682,695	6,847	10,244	1.50%
13 - Curriculum and Instructional Staff Development	1,399,574	1,399,574	75,918	75,918	5.42%	1,169,383	1,186,383	122,531	209,898	17.69%
21 - Instructional Leadership	979,676	979,676	83,349	83,349	8.51%	955,176	955,176	78,952	162,247	16.99%
23 - School Leadership	4,667,714	4,667,714	137,205	137,205	2.94%	4,662,448	4,664,514	304,487	450,452	9.66%
31 - Guidance, Counseling and Evaluation	2,981,330	2,981,330	69,493	69,493	2.33%	3,133,578	3,115,453	150,360	210,798	6.77%
32 - Social Work Services	34,368	34,368	277	277	0.81%	-	-	-	-	0.00%
33 - Health Services	887,428	887,428	13,379	13,379	1.51%	773,428	773,428	22,708	34,517	4.46%
34 - Student Transportation	4,756,728	4,756,728	8,380	8,380	0.18%	3,259,660	3,251,205	251,447	268,535	8.26%
35 - Food Service	12,500	12,500	575	575	4.60%	12,150	12,150	-	1,342	11.05%
36 - Cocurricular/Extra Curricular Activities	2,136,835	2,136,835	54,509	54,509	2.55%	2,022,124	2,012,224	103,489	150,661	7.49%
41 - General Administration	3,620,513	3,620,513	209,722	209,722	5.79%	3,760,296	3,694,081	260,244	462,733	12.53%
51 - Plant Maintenance and Facility Services	9,048,547	9,048,547	82,026	82,026	0.91%	8,479,869	8,543,994	523,108	629,736	7.37%
52 - Security and Monitoring Services	1,889,202	1,889,202	60,817	60,817	3.22%	1,534,601	1,503,627	66,358	123,249	8.20%
53 - Data Processing Services	1,621,364	1,621,364	63,011	63,011	3.89%	1,354,956	1,795,956	69,532	134,304	7.48%
61 - Community Services	196,936	196,936	10,906	10,906	5.54%	203,296	196,936	19,391	34,637	17.59%
71 - Debt Service	744,769	744,769	36,051	36,051	4.84%	1,347,383	1,510,394	383,776	681,567	45.13%
93 - Shared Service Agreement	153,518	153,518	-	-	0.00%	153,518	153,518	-	-	0.00%
95 - Payments to Juvenile Justice Alternative Program	30,000	30,000	-	-	0.00%	20,000	20,000	-	-	0.00%
99 - Other Intergovernmental Charges	186,000	186,000	-	-	0.00%	165,000	176,000	-	-	0.00%
Other Financing Uses										
Total expenditures	\$ 69,942,761	\$ 69,942,761	\$ 1,206,192	\$ 1,206,192	1.72%	\$ 69,469,406	\$ 70,004,316	\$ 2,919,335	\$ 4,401,526	6.29%
EXPENDITURE SUMMARY BY OBJECT:										
61XX - Payroll Cost	\$ 55,915,355	\$ 55,915,355	\$ 1,065,719	\$ 1,065,719	1.91%	\$ 57,866,427	\$ 57,692,416	\$ 1,451,125	\$ 2,508,450	4.35%
62XX - Professional and Contracted Services	6,769,857	6,769,857	45,063	45,063	0.67%	5,335,688	5,435,563	707,510	741,734	13.65%
63XX - Supplies and Materials	3,428,662	3,428,662	39,396	39,396	1.15%	2,715,267	2,716,102	295,352	371,578	13.68%
64XX - Other Operating Expenses	2,546,488	2,546,488	19,963	19,963	0.78%	2,116,641	2,120,841	81,573	99,727	4.70%
65XX - Debt Service Payment	744,769	744,769	36,051	36,051	4.84%	1,347,383	1,347,383	50,493	50,493	3.75%
66XX - Capital Outlay Expenses	537,630	537,630	-	-	0.00%	88,000	692,011	333,283	629,544	90.97%
89XX - Other Uses	-	-	-	-	-	-	-	-	-	-
Total expenditures	\$ 69,942,761	\$ 69,942,761	\$ 1,206,192	\$ 1,206,192	1.72%	\$ 69,469,406	\$ 70,004,316	\$ 2,919,336	\$ 4,401,526	6.29%
Excess (Deficiency) of Revenues Over Expenditures	\$ (3,474,491)	\$ (3,474,491)	\$ (840,441)	\$ (332,416)		\$ 997,674	\$ 800,764	\$ 205,152	\$ (910,624)	

**CEDAR HILL INDEPENDENT SCHOOL DISTRICT
(UNAUDITED) STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
CHILD NUTRITION FUND (240)
FOR THE SECOND MONTH ENDING AUGUST 31, 2023**



	CURRENT YEAR 2023-2024					PRIOR YEAR 2022-2023				
	Original Budget	Amended Budget	August 2023	Actual Year to Date	Actual to Budget	Original Budget	Amended Budget	August 2022	Actual Year to Date	Actual to Budget
REVENUES:										
Local and Intermediate Sources	\$ 597,300	\$ 597,300	\$ 59,246	\$ 65,303	10.93%	\$ 230,000	\$ 230,000	\$ 52,746	\$ 54,238	23.58%
State Program Revenues	17,446	17,446	-	-	0.00%	150,000	150,000	-	-	0.00%
Federal Program Revenues	4,664,018	4,664,018	11,708	46,590	1.00%	4,132,878	4,174,656	42,174	42,174	1.01%
Other Financing Sources										
Total revenues	\$ 5,278,764	\$ 5,278,764	\$ 70,954	\$ 111,893	2.12%	\$ 4,512,878	\$ 4,554,656	\$ 94,920	\$ 96,412	2.12%
EXPENDITURE SUMMARY BY FUNCTION:										
35 - Child Nutrition/Food Service	\$ 4,322,545	\$ 4,322,545	\$ 38,627	\$ 45,026	1.04%	\$ 4,512,878	\$ 4,554,656	\$ 161,135	\$ 168,232	3.69%
51 - Plant Maintenance and Facility Services	-	-	-	-		-	-	-	-	
Total expenditures	\$ 4,322,545	\$ 4,322,545	\$ 38,627	\$ 45,026	1.04%	\$ 4,512,878	\$ 4,554,656	\$ 161,135	\$ 168,232	3.69%
EXPENDITURE SUMMARY BY OBJECT:										
61XX - Payroll Cost	\$ 542,000	\$ 542,000	\$ 13,501	\$ 19,899	3.67%	\$ 495,000	\$ 450,000	\$ 7,740	\$ 14,477	3.22%
62XX - Professional and Contracted Services	3,081,136	3,081,136	11,841	11,841	0.38%	3,478,878	3,562,940	140,818	140,818	3.95%
63XX - Supplies and Materials	449,409	467,258	13,286	13,286	2.84%	517,000	380,922	1,783	1,894	0.50%
64XX - Other Operating Expenses	50,000	32,151	-	-	0.00%	22,000	-	-	-	0.00%
66XX - Capital Outlay Expenses	200,000	200,000	-	-	0.00%	-	160,794	10,793	11,043	6.87%
89XX - Other Uses						-	-	-	-	
Total expenditures	\$ 4,322,545	\$ 4,322,545	\$ 38,628	\$ 45,026	1.04%	\$ 4,512,878	\$ 4,554,656	\$ 161,135	\$ 168,232	3.69%
Excess (Deficiency) of Revenues Over Expenditures	\$ 956,219	\$ 956,219	\$ 32,327	\$ 66,867		\$ -	\$ -	\$ (66,215)	\$ (71,820)	

CEDAR HILL INDEPENDENT SCHOOL DISTRICT
(UNAUDITED) STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
DEBT SERVICE FUND (599)
FOR THE SECOND MONTH ENDING AUGUST 31, 2023



	CURRENT YEAR 2023-2024					PRIOR YEAR 2022-2023				
	Original Budget	Amended Budget	August 2023	Actual Year to Date	Actual to Budget	Original Budget	Amended Budget	August 2022	Actual Year to Date	Actual to Budget
REVENUES:										
Local and Intermediate Sources	\$ 19,361,643	\$ 19,361,643	\$ 16,277	\$ 110,498	0.57%	\$ 17,008,689	\$ 17,008,689	\$ 42,940	\$ 84,390	0.50%
State Program Revenues	517,964	517,964	-	-	0.00%	-	-	-	-	-
Federal Program Revenues	375,000	375,000	-	-	0.00%	375,000	375,000	176,617	176,617	47.10%
Other Financing Sources	-	-	-	-	-	-	-	-	-	-
Total revenues	\$ 20,254,607	\$ 20,254,607	\$ 16,277	\$ 110,498	0.55%	\$ 17,383,689	\$ 17,383,689	\$ 219,557	\$ 261,007	1.50%
EXPENDITURE SUMMARY BY FUNCTION:										
71 - Debt Service Cost	\$ 19,127,279	\$ 19,127,279	\$ 6,545,784	\$ 6,545,784	34.22%	\$ 16,435,742	\$ 16,435,742	\$ 9,650,124	\$ 9,651,124	58.72%
Other Financing Uses	-	-	-	-	-	-	-	-	-	-
Total expenditures	\$ 19,127,279	\$ 19,127,279	\$ 6,545,784	\$ 6,545,784	34.22%	\$ 16,435,742	\$ 16,435,742	\$ 9,650,124	\$ 9,651,124	58.72%
EXPENDITURE SUMMARY BY OBJECT:										
6511 - Bond Principal	\$ 13,150,145	\$ 13,150,145	\$ 3,793,693	\$ 3,793,693	28.85%	\$ 9,491,666	\$ 9,491,666	\$ 5,447,026	\$ 5,447,026	57.39%
6521 - Bond Interest	5,877,134	5,877,134	2,743,071	2,743,071	46.67%	6,844,076	6,844,076	4,194,126	4,194,126	61.28%
6599 - Other Debt Serv Fees	100,000	100,000	9,020	9,020	9.02%	100,000	100,000	8,972	9,972	9.97%
Total expenditures	\$ 19,127,279	\$ 19,127,279	\$ 6,545,784	\$ 6,545,784	34.22%	-	-	-	-	-
Excess (Deficiency) of Revenues Over Expenditures	\$ 1,127,328	\$ 1,127,328	\$ (6,529,507)	\$ (6,435,286)		\$ 947,947	\$ 947,947	\$ (9,430,567)	\$ (9,390,117)	

11.C. Purchases Over \$50,000

Cedar Hill Independent School District BOARD OF TRUSTEES

Meeting Date: October 16, 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

Patricio Valdez Contreras, Purchasing Manager

FUNDING SOURCE:

Multiple

ENCLOSURES:

August Purchases over \$50,000

11.D. Transportation DER

Cedar Hill Independent School District BOARD OF TRUSTEES

Meeting Date: October 16, 2023

Presented by: Dr. Gerald Hudson, Superintendent of Schools

Subject: Cedar Hill Transportation DER Report

Information

BOARD GOAL:

- None

SUPERINTENDENT CONSTRAINT:

- Shall not make operational decisions that prevent access of all students to learning

BACKGROUND INFORMATION:

The DER (Department Efficiency Report) provides a complete overview of the department's responsibilities, goals, and finances and identifies shortcomings to implement improvement techniques. This report should give a clear and accurate picture of the transportation department's performance.

RECOMMENDATION:

None

BOARD ACTION REQUIRED:

None

POLICY AUTHORIZATION:

None

CONTACT PERSON:

Jonquez Moore, Director of Transportaion

Tellauance L. Graham, Assistant Superintendent of Student Services and Administration

FUNDING SOURCE:

199

ENCLOSURES:

Transportation DER Report



Cedar Hill Independent School District

EFFICIENCY REPORT

2023-24

PURPOSE of the CHISD DEPARTMENT EFFICIENCY REPORT

The DER (Department Efficiency Report) provides a complete overview of the department's responsibilities, goals, and finances, and identifies shortcomings to implement improvement techniques. This report should give a clear and accurate picture of the department's performance.

- It explains all the correlations between the activities that are performed within the department.
- It identifies whether the department is performing and achieving goals
- It identifies the department's strengths and weaknesses.

DEPARTMENT

Transportation

PRESENTER

Jonquez Moore, Director of Transportation





Cedar Hill Independent School District

EFFICIENCY REPORT

2023-24

EXECUTIVE SUMMARY

The primary responsibility of the Cedar Hill ISD Transportation Department is to provide not only a safe mode of transportation to and from school and activities for our scholars but to provide it in a timely manner. We also have an expectation that our drivers are to be respectful and defensive drivers at all times. The CHISD/TransPar partnership has set a new standard for success in the district's student transportation operations. During this first year, a focus has been placed on:

- Elevating customer service to students, parents, campuses, and the CHISD community
- Integrating technology and data-driven decision-making tools and processes into each facet of the operation
- Improving the culture and morale of the transportation department for all staff
- Developing and empowering transportation staff to enable them to lead from a proactive mindset
- Transporting STEM and Cedar Valley College Students

CHISD and TransPar will serve students and families at the highest levels possible during these unprecedented and uncertain times, and as the district prepares for unparalleled growth in the years to come.





Cedar Hill Independent School District

EFFICIENCY REPORT

2023-24

AWARDS/RECOGNITIONS & PRESENTATIONS

This section should include any department recognitions and/or awards along with any presentation opportunities outside of CHISD.

[NTPAI](#)

INDICATORS

What are the departmental goals? The goals should be aligned with Lone Star Governance, state accountability, district dashboard

Our departmental goals are to:

- Increase the number of safety measures used on the school bus by August of 2028.
- Decrease the % of student discipline infractions from 25% to 12% or lower by August 2028.
- Increase effective operational processes percentage from 95% to 100% by August 2028.



Cedar Hill Independent School District

EFFICIENCY REPORT

2023-24

DEPARTMENT OFFICE STAFFING

Title	Employee Name
Director of Transportation	Jonquez Moore
Operations Manager	Stacey Webb
Routing Coordinator	Tresa Wolford
Shop Supervisor	Quincy Wright
AM Dispatcher	Nevis Palmer
PM Dispatcher	Joyce Poellnitz



Cedar Hill Independent School District

EFFICIENCY REPORT

2023-24

DEPARTMENT FUNCTIONS

Identify the primary functions of the department.

Director - Run the day-to-day operations and oversee the purchases and expenditures in accordance with established guidelines and principles of cost-effectiveness. Develop short- and long-range plans and programs for present and future student transportation needs.

Operations Manager - Assume the Director's role in their absence. Oversee daily dispatching & routing of drivers and vehicles. Ensure the transportation department complies with safety regulations as prescribed by State and Federal regulations. Serve as a subject matter expert in data analytics as it pertains to school transportation.

Routing Coordinator - Responsible for the coordinating of pupil transportation for the regular and special needs programs districtwide to ensure safe, efficient, timely, and economical transportation services.

Dispatcher - Schedule standby drivers onto routes. Covers routes in the absence of a driver out for sickness, personal reasons, or field trips. Coordinate with the Lead Mechanic on buses requiring service. Work closely with all mechanics on vehicle breakdowns. Input information into the byte curve time-keeping system.

Field Trip Coordinator/Asst. To Director - Coordinate the use of school vehicles for field trips and sports activities. Quote the price of trips. Invoice departments and sites for trips. Help parents and the public find correct bus stops and answer emails and telephone calls.



Cedar Hill Independent School District

EFFICIENCY REPORT

2023-24

Shop Supervisor - Maintain adequate stock of spare repair parts; procure repair parts and outside service vendors. Establish work priorities and schedule work to be performed by mechanics. Organize shop space for efficient, safe and secure operations. Train, assign, supervise, and evaluate assigned staff in the maintenance, overhaul, replacement, and repair of gas and diesel-powered vehicles and maintenance equipment, including practices. Inspect department vehicles, equipment, and supplies to determine purchase, replacement, and repairs.

Mechanics - Inspect department vehicles and equipment. Responsible for all vehicle annual registrations. Perform skilled work in the diagnosis, troubleshooting, and repair of gas and diesel-powered vehicles and equipment.

Transportation Employee Handbook

[Special Education Scholar Transportation Handbook](#)

[Regular Education Scholar Transportation Handbook](#)



Cedar Hill Independent School District
EFFICIENCY REPORT
2023-24

Position	Hired	Allocated	Vacant
*Director of Transportation	1	1	0
*Operations Manager	1	1	0
*Routing Coordinator	1	1	0
Shop Supervisor	1	1	0
*AM Dispatcher	1	1	0
*PM Dispatcher	1	1	0
Mechanics	2	2	0
Bus Driver	38	43	5
Standby Driver	8	8	0
Bus Monitor	14	15	1

*Transpar Inc. Employed



Cedar Hill Independent School District
EFFICIENCY REPORT
2023-24

Routing Information (23-24 SY)- As of 10/3/2023

Regular Education	Special Education	Total Routes
28	15	43

Fleet Information (23-24 SY)- As of 10/3/2023

# of Route Buses	# of Spare Buses	Total # of Buses	Buses Expected to Retire	# of Buses Ready to Sell
42	10	52	3	2

Customer Service Information (23-24 SY)- As of 10/3/2023

# of Complaints	# of Students Eligible	# of Students Riding
79	2,487 of 6,407 enrolled	

Student Discipline (23-24 SY)- As of 10/3/2023

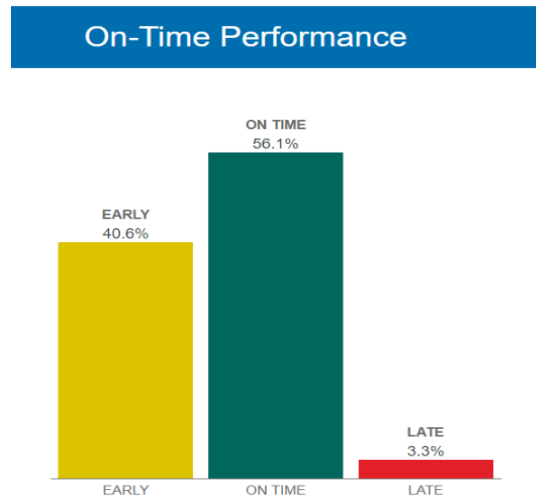
# Elementary School Referrals	#Middle School Referrals	#High School Referrals	Total # of Referrals
18	29	10	57



Cedar Hill Independent School District
EFFICIENCY REPORT
2023-24

Transportation Department's On-Time Performance (August 14th, 2023-October 3rd, 2023)

The Transportation Department's on time performance is measured by each tier's schedule. A threshold of 15 minutes for how late the services can be is added to the on-time performance. This means, the late percentage shown on the graph only depicts those routes who were later than the threshold time.





Cedar Hill Independent School District
EFFICIENCY REPORT
2023-24

ANNUAL BUDGET

List the funding source(s) and the categories in this section. (funding sources such as 199 general, Title, grants, i.e., and categories such as personnel, instructional materials, professional development, contractors, i.e.)

Funding:

Overall Budget		
Original Budget	FYTD and encumbered activity through 9/30/2023	Balance
\$4,419,365.00	\$2,831,088.49	\$1,588,276.51

Expense	Budgeted	FYTD (includes encumbered funds for fiscal year)	Balance
Payroll	\$1,428,100.00	\$392,771.02	\$1,035,328.80



Cedar Hill Independent School District

EFFICIENCY REPORT

2023-24

Transpar Contract	\$968,192.16	\$213,938.81	\$754,253.35
Maintenance Supplies	\$133,603.00	\$130,866.51	\$2,736.49
Propane/Diesel Fuel	\$320,000.00	\$120,841.08	\$199,158.92
Rental/Utilities	\$175,258.09	\$174,784.09	\$474
General Supplies/ Misc	\$24,275.00	\$19,931.32	\$4,343.68



Cedar Hill Independent School District

EFFICIENCY REPORT

2023-24

ACCIDENTS (2023-2024 SY)

# of Accidents	# of Preventable Accidents	# of Non-Preventable Accidents
4	2	2



Cedar Hill Independent School District

EFFICIENCY REPORT

2023-24

EFFECTIVENESS INDICATORS

List data that is aligned with state accountability, Lone Star Governance, and district dashboard/scorecard.

Our Fleet Operational readiness rate is well above 90%.

VISION FOR THE FUTURE

This area should include a forecast of the department enhancements (new opportunities) in the next two to three years. The vision should describe methods the department will use to improve its efficiency and effectiveness.

To achieve the following operational goals:

- Attract, train, retain, and develop the best transportation professionals in Texas
- Provide superior customer service to all stakeholders
- Ensure the safety, reliability and sustainability of the District's new and growing fleet
- Maximize the efficiency of critical resources to help actively manage and reduce costs
- Increase the level of service to students through consistently high on-time performance
- Predict and proactively implement responses to departmental staffing and resource needs

In addition, to ensure quality ridership services, the transportation department seeks to integrate SMART tags on all school buses beginning SY 24-25, upon superintendent and board approval. SMART tag is designed to ensure authorized ridership and improve the



Cedar Hill Independent School District

EFFICIENCY REPORT

2023-24

safety and security of students who utilize school bus transportation. Smart tag provides live monitoring of where and when students load onto and unload off of their school bus to keep transportation, administrators, and parents informed.

12. ADJOURN