

HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT
BOARD OF TRUSTEES

Notice is hereby given that a meeting of the Board of Trustees of the Hays Consolidated Independent School District will be held on February 24, 2020 beginning at 6:30 PM at Hays High School, Media Room, 4800 Jack C. Hays Trail, Buda, TX 78610.

If during the course of the meeting, discussion of any item on the agenda should be held in a closed session, the Board will adjourn to a closed session in accordance with the Texas Open Meetings Act, Texas Government Code Section 551, Subchapters D and E or Texas Government Code Section 418.183(f). Before any closed session is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions or decisions will be taken in open meeting. Policy BEC Legal attached.

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

A. **CALL TO ORDER:** Establish a quorum

B. **PLEDGE OF ALLEGIANCE TO UNITED STATES AND TEXAS FLAGS**

United States Flag Pledge:

I pledge allegiance to the flag of the United States of America and to the republic for which it stands, one nation, under God, indivisible, with liberty and justice for all.

Texas Flag Pledge:

Honor the Texas flag, I pledge allegiance to thee, Texas, one state under God, one and indivisible.

Board Secretary

C. **MISSION STATEMENT**

The mission of Hays CISD is to nurture students to become extraordinary citizens through unique, personal educational experiences through an innovative community of learners while celebrating our diversity and legacy.

Board Vice President

D. **SOCIAL CONTRACT**

The Board will:

1. Serve as District Ambassadors
2. Be Professional
3. Collaborate as a Team and Respect the Body Corporate
4. Promote Discussion and Respect Each Other
5. Assume Positive and Noble Intentions

Board Member

E. **BOARD RECOGNITION - HELD ON FEBRUARY 17, 2020**

Tim Savoy

- The Buda Lions Club – Outstanding Community Partner

F. **PUBLIC FORUM**

It is the policy of the Board that, if members of the public wish to address the Board in Public Forum, they must complete and submit the Request to Address the Board of Trustees form (green sheet). This form may be obtained and at the entrance to the Board room and must be submitted to Tim Savoy, Chief Information Officer at the entrance prior to reconvening in open session. Public participation in Board meetings is limited to the Public Forum portion of the meeting agenda, as is provided in Board policy.

Please be aware that the audio of Public Forum is recorded as part of the recording of the entire meeting and is published on the District's website without alteration. A person who chooses to speak in Public Forum is consenting to the online publication of their comments.

G. REQUESTS FOR INFORMATION FROM THE BOARD OF TRUSTEES

H. STUDENT ACHIEVEMENT REPORT - PRESENTED ON FEBRUARY 17, 2020

1. Student Goal—Hays CISD believes in the achievement of every student. The District will evaluate and address the individual needs of each student. Student performance will be evaluated in academics, college, career, and military readiness. Our staff believes in the education of the whole child and believes that success is based on more than the results of a single test, including social and emotional learning, strong interpersonal skills, and the development of positive members of society.

a. Dual Language Showcase

Jesus Gomez and Patricia Melgar-Cook

I. CONSENT AGENDA ITEMS

Per Board Policy BE all items listed as consent items are considered to be routine by the Board and shall be enacted with one motion. There shall be no separate discussion unless a Board member so requests, in which event the item shall be removed as a consent item and considered as an individual item on the regular agenda.

1. Minutes of Board of Trustees Meetings

Dr. Eric Wright

a. January 11, 2020

b. January 13, 2020

c. January 15, 2020

d. January 21, 2020

e. January 27, 2020

f. January 28, 2020

2. January 2020 Financial Statements

Randy Rau

3. Budget Amendments

Randy Rau

4. Procurements

a. Child Nutrition Small Wares & Large Equipment

Randy Rau

b. Flooring - District Wide -Quality Hard Floors

Max Cleaver

c. Ratification of Boiler purchase

Max Cleaver

d. Boiler replacement & repairs & inspections - TK Boilers

Max Cleaver

e. Playground Parts & Equipment -Park Place

Max Cleaver

5. NEW - Contract with Travis County for Election Services

Tim Savoy

J. INFORMATION ITEMS - PRESENTED ON FEBRUARY 17, 2020

1. Information on possible random drug testing

Adrianna Price

2. Update on Amendment to District of Innovation Plan

Marivel Sedillo, Dr. Eric Wright

K. INFORMATION ITEM - TO BE PRESENTED ON FEBRUARY 24, 2020

1. NEW - Board Update on Sunfield Elementary School

Max Cleaver

L. REVIEW ACTION ITEMS - FOR ACTION ON FEBRUARY 24, 2020

1. Consideration and possible adoption of Reimbursement Resolution for 2020 Bond Projects

Max Cleaver

2. Consideration and possible adoption of Resolution Proclaiming February as Career and Technical Education Month
Dr. Eric Wright, Esperanza Orosco
3. NEW - Consideration and possible approval of Maximum Class Size Exception
Marivel Sedillo
4. NEW - Order to Cancel the Trustee Election for May 2, 2020 and Declare Unopposed Candidates Elected
Tim Savoy; Dr. Eric Wright

M. **RECAP OF BOARD MEMBERS' REQUESTS FOR INFORMATION**

Board Secretary

N. **BOARD REFERENCE DOCUMENTS**

O. **UPCOMING BOARD MEETINGS**

Monday, March 23, 2020 - Agenda Workshop Lehman High School

Monday, March 30, 2020 - Business Meeting Lehman High School

Monday, April 20, 2020 - Agenda Workshop Johnson High School

Monday, April 27, 2020 - Business Meeting Johnson High School

Monday, May 18, 2020 - Agenda Workshop Johnson High School

Tuesday, May 26, 2020 - Business Meeting Johnson High School

Monday, June 15, 2020 Agenda Workshop Johnson High School

Monday, June 22, 2020 Business Meeting Johnson High School

Official Board of Trustees information may be obtained at www.hayscisd.net

P. **ADJOURN**

This notice was posted in compliance with the Texas Open Meetings act on: February 21, 2020 at 2:00 PM

Exceptions for Closed Meetings

A board may conduct a closed meeting for the purposes described in the following provisions.

Attorney Consultation

A board may conduct a private consultation with its attorney only when it seeks the attorney's advice about pending or contemplated litigation or a settlement offer or on a matter in which the duty of the attorney to the board under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the requirement for open meetings. *Gov't Code 551.071* [See BE for permissible methods of communication for attorney consultations]

Real Property

A board may conduct a closed meeting to deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the board's position in negotiations with a third person. *Gov't Code 551.072*

Prospective Gift

A board may conduct a closed meeting to deliberate a negotiated contract for a prospective gift or donation to a district if deliberation in an open meeting would have a detrimental effect on the board's position in negotiations with a third person. *Gov't Code 551.073*

Personnel Matters

A board is not required to conduct an open meeting to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee or to hear a complaint or charge against an officer or employee. However, a board may not conduct a closed meeting for these purposes if the officer or employee who is the subject of the deliberation or hearing requests a public hearing. *Gov't Code 551.074*

The closed meeting exception for personnel matters does not apply when a board discusses an independent contractor who is not a school employee, such as an engineering, architectural, or consultant firm, or when a board discusses a class or group of employees, not a particular employee. *Atty. Gen. Op. MW-129 (1980), Atty. Gen. Op. H-496 (1975)*

Employee-Employee Complaints A board is not required to conduct an open meeting to deliberate in a case in which a complaint or charge is brought against a district employee by another employee and the complaint or charge directly results in the need for a hearing. However, a board may not conduct a closed meeting for this purpose if the employee against whom the complaint or charge is brought makes a written request for an open hearing. *Gov't Code 551.082*

Student Discipline A board is not required to conduct an open meeting to deliberate in a case in which a complaint or charge is brought against a district employee by another employee and the complaint or charge directly results in the need for a hearing. However, a board may not conduct a closed meeting for this purpose if the employee against whom the complaint or charge is brought makes a written request for an open hearing. *Gov't Code 551.082*

Personally Identifiable Student Information

A board is not required to conduct an open meeting to deliberate a matter regarding a student if personally identifiable information about the student will necessarily be revealed by the deliberation.

Directory information about a public school student is considered to be personally identifiable information about the student for this purpose only if a parent or guardian of the student, or the student if the student has attained 18 years of age, has informed a district that the directory information should not be released without prior consent. [See FL]

This exception does not apply if an open meeting about the matter is requested in writing by a parent or guardian of the student or by the student if the student has attained 18 years of age.

Gov't Code 551.0821

Medical or Psychiatric Records

A board that administers a public insurance, health, or retirement plan is not required to conduct an open meeting to deliberate

1. The medical records or psychiatric records of an individual applicant for a benefit from the plan; or
2. A matter that includes a consideration of information in the medical or psychiatric records of an individual applicant for a benefit from the plan.

Gov't Code 551.0785

Security

A board is not required to conduct an open meeting to deliberate:

1. The deployment, or specific occasions for implementation, of security personnel or devices, or
2. A security audit

Gov't Code 551.076

A board is not required to conduct an open meeting to deliberate:

1. Security assessments or deployments relating to information resources technology;
2. Network security information as described by Government Code 2059.055(b); or
3. The deployment, or specific occasions for implementation, of security personnel, critical infrastructure, or security devices.

Gov't Code 551.089

Assessment Instruments

A board shall conduct a closed meeting to discuss or adopt individual assessment instruments or assessment instrument items. *Education Code 39.030(a)*

Emergency Management

A board is not required to conduct an open meeting to deliberate information confidential under Government Code 418.175–418.182, Management relating to Homeland Security. However, a board must make a tape recording of the proceedings of a closed meeting held to deliberate the information.

Gov't Code 418.183(f)

Economic Development Negotiations

A board is not required to conduct an open meeting:

1. To discuss or deliberate regarding commercial or financial information that the board has received from a business prospect that the board seeks to have locate, stay, or expand in or near a district and with which the board is conducting economic development negotiations; or
2. To deliberate the offer of a financial or other incentive to such a business prospect.

Gov't Code 551.087

Procedures for Closed Meetings

If a closed meeting is allowed, a board shall not conduct the closed meeting unless a quorum of the board first convenes in an open meeting for which proper notice has been given [see BE] and the presiding officer has publicly announced that a closed meeting will be held and has identified the section or sections of the Open Meetings Act or other applicable law under which the closed meeting is held. *Gov't Code 551.101*

Vote or Final Action

A final action, decision, or vote on a matter deliberated in a closed meeting shall be made only in an open meeting for which proper notice has been given. *Gov't Code 551.102* [See BE]

Certified Agenda or Recording

A board shall either keep a certified agenda or make a recording of the proceedings of each closed meeting, except for private consultation with a district's attorney. The certified agenda must include a statement of the subject matter of each deliberation, a record of any further action taken, and an announcement by the presiding officer at the beginning and end of the closed meeting indicating the date and time. A presiding officer shall certify that a certified agenda is a true and correct record of the proceedings. If a recording is made, it must include announcements by the presiding officer at the beginning and end of the meeting indicating the date and time. *Gov't Code 551.103*

"Recording" means a tangible medium on which audio or a combination of audio and video is recorded, including a disc, tape, wire, film, electronic storage drive, or other medium now existing or later developed. *Gov't Code 551.001(7)*

Closed meetings may not be recorded by an individual trustee against the wishes of a majority of a board. *Zamora v. Edgewood Indep. Sch. Dist., 592 S.W.2d 649 (Tex. App.—San Antonio, 1979, writ ref'd n.r.e.)*

Preservation

A board shall preserve the certified agenda or recording of a closed meeting for at least two years after the date of the meeting. If a legal action involving the meeting is brought within that period, the board shall preserve the certified agenda or recording while the action is pending. *Gov't Code 551.104(a)*

Public Access

A certified agenda or recording of a closed meeting is available for public inspection and copying only under a court order issued as a result of litigation involving an alleged violation of the Open Meetings Act. *Gov't Code 551.104(b), (c)*

Prohibitions

No board member shall participate in a closed meeting knowing that neither a certified agenda nor a recording of the closed meeting is being made. *Gov't Code 551.145*

No individual, corporation, or partnership shall without lawful authority disclose to a member of the public the certified agenda or recording of a meeting that was lawfully closed to the public. *Gov't Code 551.146*

No board member shall knowingly call or aid in calling or organizing a closed meeting that is not permitted under the Open Meetings Act, close or aid in closing a regular meeting to the public except as permitted under the Open Meetings Act, or participate in a closed meeting that is not permitted under the Open Meetings Act. *Gov't Code 551.144(a)*

Affirmative Defense

It is an affirmative defense to prosecution under Subsection 551.144(a) that a board member acted in reasonable reliance on a court order or a written interpretation of the open meetings law contained in an opinion of a court of record, the attorney general, or the board's attorney. *Gov't Code 551.144(c)*

DATE ISSUED: 11/16/2017

UPDATE 109

Mission Statement

The mission of Hays CISD is to nurture students to become extraordinary citizens through unique, personal educational experiences through an innovative community of learners while celebrating our diversity and legacy.



Beliefs

We believe:

- ❖ Decision making is student-focused.
- ❖ All students have the capacity to learn and be successful.
- ❖ A safe and secure environment is essential.
- ❖ Success is a shared investment that includes learners, educators, parents and the community.
- ❖ In treating our educators and staff with dignity and respect.
- ❖ The allocation of resources will support high quality learning.
- ❖ An educated populace is essential to democracy.
- ❖ High expectations lead to high achievement.
- ❖ Open communication, transparency, and accountability build trust.
- ❖ Inspired learning is the foundation of lifelong success.
- ❖ Diverse and varied opportunities further learning.
- ❖ Student success includes a well-rounded education that goes beyond standardized testing.

Hays CISD Goals

2019-2020



Student Goal—Hays CISD believes in the achievement of every student. The District will evaluate and address the individual needs of each student. Student performance will be evaluated in academics, college, career, and military readiness. Our staff believes in the education of the whole child and believes that success is based on more than the results of a single test, including social and emotional learning, strong interpersonal skills, and the development of positive members of society.

School Safety Goal—HCISD is dedicated to the safety of all students and staff. A safe environment must include secure facilities, staff and student training, and our adopted standard response protocol. The district will partner with local and state entities to assure preparedness. Specific areas addressed are physical and cybersecurity, data privacy, campus access, detecting and reporting possible threats, and maintaining an environment of trust between adults and all students. Our Emergency Operations Plan is updated annually, and followed throughout the district.

Board/Staff/Community Relations Goal—HCISD is dedicated to treating everyone with respect and dignity. Cultivating a culture of positive engagement and public service requires empathy, visibility, trust, and communication. Communication through all appropriate avenues is a priority, and staff will receive training in these areas. Our district is committed to increasing client engagement both internally and externally.

As a member of the Board, I shall promote the best interests of the District as a whole and, to that end, shall adhere to the following ethical standards:

**Equity
In Attitude**

- I will be fair, just, and impartial in all my decisions and actions.
- I will accord others the respect I wish for myself.
- I will encourage expressions of different opinions and listen with an open mind to others' ideas.

**Trustworthiness
In Stewardship**

- I will be accountable to the public by representing District policies, programs, priorities, and progress accurately.
- I will be responsive to the community by seeking its involvement in District affairs and by communicating its priorities and concerns.
- I will work to ensure prudent and accountable use of District resources.
- I will make no personal promise or take private action that may compromise my performance or my responsibilities.

**Honor
In Conduct**

- I will tell the truth.
- I will share my views while working for consensus.
- I will respect the majority decision as the decision of the Board.
- I will base my decisions on fact rather than supposition, opinion, or public favor.

**Integrity
Of Character**

- I will refuse to surrender judgment to any individual or group at the expense of the District as a whole.
- I will consistently uphold all applicable laws, rules, policies, and governance procedures.
- I will not disclose information that is confidential by law or that will needlessly harm the District if disclosed.

**Commitment
To Service**

- I will focus my attention on fulfilling the Board's responsibilities of goal setting, policymaking, and evaluation.
- I will diligently prepare for and attend Board meetings.
- I will avoid personal involvement in activities the Board has delegated to the Superintendent.
- I will seek continuing education that will enhance my ability to fulfill my duties effectively.

**Student-Centered
Focus**

- I will be continuously guided by what is best for all students of the District.

Hays Consolidated Independent School District Board of Trustees

SOCIAL CONTRACT

The Board Will:

1. Serve as District Ambassadors
2. Be Professional
3. Collaborate as a Team and Respect the Body Corporate
4. Promote Discussion and Respect Each Other
5. Assume Positive and Noble Intentions



Adopted 9-23-19

HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: February 17, 2020

Subject: Board Recognition

Administrator Responsible/Position: Tim Savoy, Chief Communication Officer

A. Purpose of Agenda Item:

Action needed

Ceremonial

Receive input

B. Authority for This Action:

Local Policy

Law or Rule

N/A

C. Goal or Need Addressed:

Recognizing outstanding students, employees, and community members and business partners helps the district continue to achieve its mission.

D. Summary:

Previous board action relating to this item – monthly recognition

Future action anticipated – monthly recognition

Background information – the Board recognizes outstanding students, employees, and community members and business partners on a monthly basis throughout the year.

E. Scope of Options Reviewed:

N/A

Reasons for rejecting alternatives:

F. Comments Received:

Cabinet

DLT

FBOC

Teacher Org. Reps.

Other _____

From public -

G. Administrative Recommendation:

Advantages/benefits of this proposal - It is important to recognize students who achieve important goals and demonstrate extraordinary performance, and valued community partners and staff members.

Expected results in terms of student benefit/achievement – Improved self-esteem and pride in their accomplishments

Possible problems or disadvantages of this proposal - N/A

Affect of this action on other parts of the system - N/A

Consequences of not approving recommendation – N/A

H. Fiscal Impact and Cost:

Amount: \$ Minimal

Budget

Bond

Grant/Special Funds

Other

Prior Year Spending - \$ _____

Future/Ongoing – Minimal cost of certificates and embossed foil district seals for the certificates

I. Monitoring and Reporting Time Line:

Person responsible for evaluating this decision or action—
Tim Savoy

Evaluation method and time line - Ongoing

Next report to the board - Monthly

J. Suggested Motion:

No Motion Needed

The Board ordinarily recognizes students during this portion of the meeting who have achieved distinction and who exemplify the standards of excellence for which all students in Hays CISD should strive. The Board also recognizes outstanding community partners and staff members who have excelled in an exceptional manner.

However, January is reserved to recognize the Board of Trustees. In recognition of this service, January is designated as School Board Recognition Month and countless districts across the state will take this opportunity to say thanks to our trustees for giving so much to their communities.

All Texans should recognize the vital contributions of school board members and focus attention on the crucial role these elected leaders play in the education of our children. They truly make a difference every day. Their job is to establish a vision for the education program, design a structure to achieve that vision, assure schools are accountable to the community, and strongly advocate continuous improvement in student learning. That job entails an endless string of meetings and school functions to attend; reams of reports, agendas, proposals, and other information to read and study; and a host of difficult decisions to make.

This month, the Board will recognize the following:

- The Buda Lions Club – Outstanding Community Partner
- Others who may deserve recognition, but are not specifically listed

HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: February 17, 2020

Subject: Public Forum

Administrator Responsible/Position: Dr. Eric Wright, Superintendent

- A. Purpose of Agenda Item
 Action needed Information only Receive input
- B. Authority for This Action:
 Local Policy BED Law or Rule N/A

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

Policy BED local states that audience participation at a Board Meeting is limited to the public comment portion of the meeting designated for that purpose. At all other times during a Board Meeting, the audience shall not enter into discussion or debate on matters being considered by the Board, unless requested by the presiding officer. An open forum will be conducted at each meeting. The Board shall allot approximately 30 minutes for comments from members of the public about school district concerns.

Any member of the public who wishes to address the Board in Public Forum must complete and submit the Request to Address the Board of Trustees form (green sheet). This form may be obtained and at the entrance to the Board room and must be submitted to Tim Savoy, Chief Information Officer at the entrance prior to reconvening in open session. Public participation in Board meetings is limited to the Public Forum portion of the meeting agenda, as is provided in Board policy.

Please be aware that the audio of Public Forum is recorded as part of the recording of the entire meeting and is published on the District's website without alteration. A person who chooses to speak in Public Forum is consenting to the online publication of their comments.

**HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT
BOARD OF TRUSTEES**

Date: February 17, 2020

Subject: Dual Language Showcase

Administrator Responsible/Position: Jesus Gomez / Patricia Melgar-Cook

A. Purpose of Agenda Item:

Action Needed Information Only Receive Input

B. Authority for This Action

Local Policy Law or Rule N/A

C. Goal or Need Addressed:

Update of the HCISD Dual Language Program & School Board Appreciation

D. Summary:

- Previous board action relating to this item -
- Future action anticipated -
- Background information –

In response to the refocus of the dual language in the district, C&I is providing a showcase of the dual language program at SHES.

- The SHES choir will be singing *De Colores*. It is a mix of grade levels. The students will be presenting the board with a Thank you/Gracias banner.- 4 mins.
- SHES DL specific videos- 3-5 mins. - IR
- District DL video & program refocus- 3-4 mins.-PMC

HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: February 24, 2020

Subject: Consideration and Possible Approval of Consent Agenda

Administrator Responsible/Position: Dr. Eric Wright, Superintendent

A. Purpose of Agenda Item:

Action needed

Information only

Receive input

B. Authority for This Action:

Local Policy BE

Law or Rule

N/A

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

C. Goal or Need Addressed:

As listed on attached pages

D. Summary:

Previous board action relating to this item - Ongoing

Future action anticipated - Monthly

Background information – The following items are presented for approval

1. Board Meeting Minutes
2. Financial Statements and Expenditures
3. Budget Amendments
4. Procurements
5. Contract with Travis County for Election Services

E. Comments Received:

Cabinet

DLT

FBOC

Teacher Org. Reps.

Other _____

All agenda items have been reviewed by the Superintendent's Cabinet

F. Administrative Recommendation:

The Superintendent recommends the Board approve consent agenda items as presented.

G. Fiscal Impact and Cost:

Amount: Per individual items attached

H. Suggested Motion:

I move that the Board approve the consent agenda as presented.

HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: February 24, 2020

Subject: Consideration and possible approval of meeting minutes

Administrator Responsible/Position: Dr. Eric Wright, Superintendent

A. Purpose of Agenda Item:

Action needed

Information only

Receive input

B. Authority for This Action:

Local Policy

Law or Rule

N/A

Policy BE local states that Board action shall be carefully recorded by the Board Secretary or clerk; when approved, these minutes shall serve as the legal record of official Board actions. The written minutes of all meetings shall be approved by vote of the Board and signed by the Board President and the Board Secretary

C. Goal or Need Addressed: N/A

D. Summary:

Previous board action relating to this item - Ongoing

Future action anticipated - Monthly

Background information – Minutes from the January 11, 2020, January 13, 2020, January 15, 2020, January 21, 2020, January 27, 2020 and January 28, 2020 meetings are presented for approval

E. Comments Received:

Cabinet

DLT

FBOC

Teacher Org. Reps.

Other _____

All agenda items have been reviewed by the Superintendent's Cabinet.

F. Administrative Recommendation:

The Superintendent recommends the Board approve minutes from the January 11, 2020, January 13, 2020, January 15, 2020, January 21, 2020, January 27, 2020 and January 28, 2020 Board meetings as presented.

G. Fiscal Impact and Cost: Amount: N/A

Budget

Bond

Grant/Special Funds

Other _____

H. Suggested Motion:

I move that the Board approve the January 11, 2020, January 13, 2020, January 15, 2020, January 21, 2020, January 27, 2020 and January 28, 2020 Board meeting minutes as presented.

Minutes of Special Meeting - Public Forum for 2020 Bond January 11, 2020

Hays CISD Board of Trustees

These minutes are a record of the actions taken by the Hays CISD Board of Trustees in the meeting held on the above date. The audio of this meeting is accessible at www.hayscisid.net for those who wish to hear the specific details of the discussions on the agenda topics presented.

A Special Meeting - Public Forum for 2020 Bond of the Board of Trustees of Hays CISD was held Saturday, January 11, 2020, beginning at 10:30 AM in the McCormick Middle School, 5700 Dacy Lane, Buda, Texas 78610.

CALL TO ORDER: Establish a quorum

Board President, Esperanza Orosco, called the meeting to order at 10:32 AM. Board Members, Willie Tenorio, Will McManus, Esperanza Orosco, and Teresa Tobias were present. Board Members, Merideth Keller, Vanessa Petrea and Michael Sanchez were not in attendance.

INFORMATION

Presentation of Proposed 2020 Bond Recommendations

Tim Savoy and Max Cleaver presented powerpoint slides that included information regarding the FBOC recommendations submitted to the Board for the proposed 2020 Bond.

PUBLIC FORUM

Public comments and questions regarding the bond.

Three members of the community shared their thoughts regarding the presentation.

ADJOURN

No further business was conducted and the meeting adjourned at 11:17 AM.

Minutes of Special Meeting - Public Forum for 2020 Bond January 13, 2020

Hays CISD Board of Trustees

These minutes are a record of the actions taken by the Hays CISD Board of Trustees in the meeting held on the above date. The audio of this meeting is accessible at www.hayscisid.net for those who wish to hear the specific details of the discussions on the agenda topics presented.

A Special Meeting - Public Forum for 2020 Bond of the Board of Trustees of Hays CISD was held Monday, January 13, 2020, beginning at 6:00 PM in the Dahlstrom Middle School, 3600 FM 967, Buda, Texas 78610.

Board President, Esperanza Orosco, called the meeting to order at 6:00 PM. Board Members, Merideth Keller, Will McManus, Esperanza Orosco, and Vanessa Petrea were present. Board Member Willie Tenorio joined the meeting at 6:26 PM. Board Members Michael Sanchez and Teresa Tobias were not in attendance.

INFORMATION

Presentation of Proposed 2020 Bond Recommendations

Dr. Eric Wright and Max Cleaver presented powerpoint slides that included information regarding the FBOC recommendations submitted to the Board for the proposed 2020 Bond.

PUBLIC FORUM

Public comments and questions regarding the bond.

Six members of the community shared their thoughts regarding the presentation.

ADJOURN

No further business was conducted and the meeting adjourned at 6:52 PM.

Minutes of Special Meeting - Public Forum for 2020 Bond January 15, 2020

Hays CISD Board of Trustees

These minutes are a record of the actions taken by the Hays CISD Board of Trustees in the meeting held on the above date. The audio of this meeting is accessible at www.hayscisd.net for those who wish to hear the specific details of the discussions on the agenda topics presented.

A Special Meeting - Public Forum for 2020 Bond of the Board of Trustees of Hays CISD was held Wednesday, January 15, 2020, beginning at 6:00 PM in the Wallace Middle School, 1500 West Center, Kyle, Texas 78640.

Board President, Esperanza Orosco, called the meeting to order at 6:00 PM. Board Members, Merideth Keller, Will McManus, Esperanza Orosco, and Vanessa Petrea were present. Board Members Willie Tenorio, Michael Sanchez and Teresa Tobias were not in attendance.

INFORMATION

Presentation of Proposed 2020 Bond Recommendations

Tim Savoy and Max Cleaver presented powerpoint slides that included information regarding the FBOC recommendations submitted to the Board for the proposed 2020 Bond.

PUBLIC FORUM

Public comments and questions regarding the bond.

Two members of the community shared their thoughts regarding the presentation.

ADJOURN

No further business was conducted and the meeting adjourned at 6:43 PM.

Minutes of Regular Meeting January 21, 2020

Hays CISD Board of Trustees

These minutes are a record of the actions taken by the Hays CISD Board of Trustees in the meeting held on the above date. The complete video of this meeting is accessible at www.hayscisid.net for those who wish to hear the specific details of the discussions on the agenda topics presented.

A Regular Meeting of the Board of Trustees of Hays CISD was held Tuesday, January 21, 2020, beginning at 5:30 PM in the Lehman High School, 1700 Lehman Road, Kyle, TX 78640.

CALL TO ORDER: Establish a quorum

Board President, Esperanza Orosco, called the meeting to order at 5:30 PM. Board Members, Willie Tenorio, Merideth Keller, Will McManus, Esperanza Orosco, Vanessa Petrea, and Michael Sanchez were present. Board Member Teresa Tobias was absent from the meeting.

CLOSED SESSION

The Board adjourned to closed session at 5:30 PM for consultation with legal counsel regarding pending litigation in Cause No. 1:19-cv-00393-LY; in the United States District Court, Western District of Texas, Austin Division, pursuant to Texas Government Code Sections 551.071, 551.074, and 551.129.

RECONVENE IN OPEN SESSION

The Board reconvened in open session at 6:37 PM.

PLEDGE OF ALLEGIANCE TO UNITED STATES AND TEXAS

MISSION STATEMENT

SOCIAL CONTRACT

PUBLIC FORUM

One student addressed the board regarding the lunches served at the high school campuses.

REQUESTS FOR INFORMATION FROM THE BOARD OF TRUSTEES

STUDENT ACHIEVEMENT REPORT

Student Goal—Hays CISD believes in the achievement of every student. The District will evaluate and address the individual needs of each student. Student performance will be evaluated in academics, college, career, and military readiness. Our staff believes in the education of the whole child and believes that success is based on more than the results of a single test, including social and emotional learning, strong interpersonal skills, and the development of positive members of society

Kevin Malandrucolo presented a summary of district efforts addressing data disaggregation including CBAs, Writing, AIMSweb, PreK reading, TELPAS, Advanced Academics and Instructional Rounds. He answered questions from the Board Members.

The purpose of this meeting is an agenda workshop. Board members will have the opportunity to discuss agenda items and ask questions of the administration in preparation of the January 27, 2020 Hays CISD Board of Trustees Business Meeting.

REVIEW OF CONSENT AGENDA ITEMS - FOR ACTION ON JANUARY 27, 2020

1. Minutes of Board of Trustees Meetings
 2. December 2019 Financial Statements
 3. Budget Amendments
 4. Procurements
 - a. Library Resources
 - b. Vehicles for Child Nutrition – Caldwell Country
 5. Hays County Joint Election Agreement
 6. Hays County Election Contract
 7. Consideration and possible action in support of class size exception waivers
- Consent items 4b and 7 were pulled from the consent agenda for further discussion. Administrators answered questions from the board.

The Board took a short break from 8:07 to 8:16.

REVIEW ACTION ITEMS - FOR ACTION ON JANUARY 27, 2020

Consideration and possible action, if any, resulting from closed session

Consideration and Possible Adoption of Resolution to Initiate Amendment to Hays CISD District of Innovation Plan
Information was presented to the Board to initiate the process to consider amending the District's current local innovation plan to explore the possibility of providing an alternative group health insurance plan for District employees.

Consideration and possible appointment of the District Leadership Team to develop the amendment to the District of Innovation Plan

If the Board chooses to appoint the District Leadership Team to develop the amendment to the District of Innovation Plan, Dr. Wright will lead the process.

Consideration and possible approval of proposed employee friendly incentives

Marivel Sedillo shared with the Board the proposed employee friendly incentives as follows:

Increase Pay based on Years of Service

- 10 years – 5%
- 15 years – 7%
- 20 years – 10%

Leave Buyback Program

- 5 years – 30 local/20 state days at \$100=\$5,000
- 10 years – 50 local/20 state days at \$100=\$7,000

Discussion ensued. The Board was very supportive of the plan.

Consideration and possible adoption of the Election Order for the May 2, 2020 trustee election

Tim Savoy presented the Election Order for the May 2, 2020 election. Upon adoption by the board, all board members will sign the document.

Consideration and possible adoption of TASB Policy Update 114 and district initiated changes to policy BED(LOCAL)
- Second Reading

(LOCAL) Policies Listed

- a. BE(LOCAL): Board Meetings
- b. CCGB(LOCAL): Ad Valorem Taxes - Economic Development
- c. CDA(LOCAL): Other Revenues – Investments
- d. CH(LOCAL): Purchasing And Acquisition

- e. CKC(LOCAL): Safety Program/Risk Management - Emergency Plans
- f. CKE(LOCAL): Safety Program/Risk Management - Security Personnel
- g. CQ(LOCAL): Technology Resources
- h. CQB(LOCAL): Technology Resources – Cybersecurity
- i. DFFA(LOCAL): Reduction In Force - Financial Exigency
- j. DH(LOCAL): Employee Standards Of Conduct
- k. EHBB(LOCAL): Special Programs - Gifted And Talented Students
- l. FDE(LOCAL): Admissions - School Safety Transfers
- m. FFAA(LOCAL): Wellness And Health Services - Physical Examinations
- n. FFBA(LOCAL): Student Welfare - Crisis Intervention
- o. FFBA(LOCAL): Crisis Intervention Trauma-Informed Care
- p. FL(LOCAL): Student Records
- q. GBAA(LOCAL): Information Access - Requests For Information
- r. GKA(LOCAL): Community Relations - Conduct On School Premises

INFORMATION

Bond 2020 Overview

Tim Savoy recapped activities leading up to the 2020 Bond. The district held three (3) public forums in connection with the proposed Bond and continued to publicize the “Bond Talk” button on the web site.

ADJOURN

No further business was conducted and the meeting adjourned at 8:56 PM.

Minutes of Regular Meeting January 27, 2020

Hays CISD Board of Trustees

These minutes are a record of the actions taken by the Hays CISD Board of Trustees in the meeting held on the above date. The complete video of this meeting is accessible at www.hayscisid.net for those who wish to hear the specific details of the discussions on the agenda topics presented.

A Regular Meeting of the Board of Trustees of Hays CISD was held Monday, January 27, 2020, beginning at 6:30 PM in the Lehman High School, 1700 Lehman Road, Kyle, TX 78640.

CALL TO ORDER: Establish a quorum

Board President, Esperanza Orosco, called the meeting to order at 6:30 PM. Board Members, Willie Tenorio, Will McManus, Esperanza Orosco, Vanessa Petrea, Michael Sanchez and Teresa Tobias were present. Board Member Merideth Keller was absent from the meeting.

PLEDGE OF ALLEGIANCE TO UNITED STATES AND TEXAS FLAGS

MISSION STATEMENT

SOCIAL CONTRACT

PUBLIC HEARING - TEXAS ACADEMIC PERFORMANCE REPORT (TAPR)

Kevin Malandrucolo, Coordinator of Accountability and Testing, presented the TAPR report in preparation for the required Public Hearing. Discussion ensued.

Public Hearing for the Hays CISD Texas Academic Performance Report (TAPR)
There were no public comments in connection with the TAPR presentation.

BOARD RECOGNITION

January is School Board Recognition Month. The District Honor Choir entertained the Board and Dr. Eric Wright presented each board member with a recognition plaque.

PUBLIC FORUM

One student addressed the Board regarding decorating graduation caps.

CONSENT AGENDA

1. Minutes of Board of Trustees Meetings
2. December 2019 Financial Statements
3. Budget Amendments
4. Procurements
 - a. Library Resources
 - b. Vehicles for Child Nutrition – Caldwell Country
5. Hays County Joint Election Agreement
6. Hays County Election Contract
7. Consideration and possible action in support of class size exception waivers
Mrs. Orosco pulled the class size exception waivers item from consent.

Mr. McManus moved and Mrs. Petrea seconded the motion that the board approve the remaining consent items as presented. The motion passed with a 6-0 vote.

Mr. McManus moved and Dr. Sanchez seconded the motion that the board approve the class size exception waiver item as presented. The motion passed with a 6-0 vote.

ACTION ITEMS

Consideration and Possible Adoption of Resolution to Initiate Amendment to Hays CISD District of Innovation Plan
Mrs. Orosco moved and Mrs. Tobias seconded the motion that the board adopt the Resolution to Initiate the Process of amending the District's current local innovation plan and authorize Administration to take all appropriate steps as required by statute, as presented. The motion passed with a 6-0 vote.

CONDUCT PUBLIC HEARING ON THE AMENDMENT TO THE HAYS CISD DISTRICT OF INNOVATION PLAN

No one addressed the Board during the public hearing on the Amendment to the Hays CISD District of Innovation Plan.

ADDITIONAL ACTION ITEMS

Consideration and possible appointment of the District Leadership Team to develop the amendment to the District of Innovation Plan

Mr. McManus moved and Mr. Tenorio seconded the motion that the board appoint the Hays CISD District Leadership Team to develop an amendment to the current Hays CISD District of Innovation Plan as presented. The motion passed with a 6-0 vote.

Consideration and possible approval of proposed employee friendly incentives

Mrs. Orosco moved and Mrs. Petrea seconded the motion that the board approve the employee-friendly incentives, as presented. The motion passed with a 6-0 vote.

Consideration and possible adoption of the Election Order for the May 2, 2020 trustee election

Mr. McManus moved and Mrs. Petrea seconded the motion that the board adopt the Election Order for the May 2, 2020 trustee election. The motion passed with a 6-0 vote.

Consideration and possible adoption of TASB Policy Update 114 and district initiated changes to policy BED(LOCAL)
- Second Reading

(LOCAL) Policies Listed

- a. BE(LOCAL): Board Meetings
- b. CCGB(LOCAL): Ad Valorem Taxes - Economic Development
- c. CDA(LOCAL): Other Revenues – Investments
- d. CH(LOCAL): Purchasing And Acquisition
- e. CKC(LOCAL): Safety Program/Risk Management - Emergency Plans
- f. CKE(LOCAL): Safety Program/Risk Management - Security Personnel
- g. CQ(LOCAL): Technology Resources
- h. CQB(LOCAL): Technology Resources – Cybersecurity
- i. DFFA(LOCAL): Reduction In Force - Financial Exigency
- j. DH(LOCAL): Employee Standards Of Conduct
- k. EHBB(LOCAL): Special Programs - Gifted And Talented Students
- l. FDE(LOCAL): Admissions - School Safety Transfers
- m. FFAA(LOCAL): Wellness And Health Services - Physical Examinations
- n. FFBB(LOCAL): Student Welfare - Crisis Intervention
- o. FFBA(LOCAL): Crisis Intervention Trauma-Informed Care
- p. FL(LOCAL): Student Records
- q. GBAA(LOCAL): Information Access - Requests For Information

r. GKA(LOCAL): Community Relations - Conduct On School Premises
Mrs. Petrea oved and Mrs. Tobias seconded the motion that the board adopt TASB Policy Update 114 affecting local policies BE, CCGB, CDA, CH, CKC, CKE, CQ, CQB, DFFA, DH, EHBB, FDE, FFAA, FFB, FFBA, FL, GBAA, GKA, together with district initiated revisions to local policy BED, as presented. The motion passed with a 6-0 vote.

ADJOURN

No further business was conducted and the meeting adjourned at 7:08 PM.

Minutes of Special Meeting - 2020 Bond January 28, 2020

Hays CISD Board of Trustees

These minutes are a record of the actions taken by the Hays CISD Board of Trustees in the meeting held on the above date. The complete video of this meeting is accessible at www.hayscisid.net for those who wish to hear the specific details of the discussions on the agenda topics presented.

A Special Meeting - 2020 Bond of the Board of Trustees of Hays CISD was held Tuesday, January 28, 2020, beginning at 5:30 PM in the Lehman High School, 1700 Lehman Road, Kyle, TX 78640.

CALL TO ORDER: Establish a quorum

Board President, Esperanza Orosco, called the meeting to order at 5:32 PM. Board Members, Willie Tenorio, Merideth Keller, Will McManus, Esperanza Orosco, Vanessa Petrea, and Michael Sanchez were present. Board Member Teresa Tobias was absent from the meeting.

PUBLIC FORUM

There were no comments during the public forum portion of the meeting

INFORMATION - FOR ACTION ON FEBRUARY 6, 2020

Deliberation and consideration of options for a May 2, 2020, bond election order

Tim Savoy and Max Cleaver presented the administration's recommendations for propositions for the bond election on May 2, 2020. Rigorous discussion ensued.

ADJOURN

No further business was conducted and the meeting adjourned at 6:48 PM.

HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: February 24, 2020

Subject: January 2020 Financial Statements

Administrator Responsible/Position:

- A. Purpose of Agenda Item:
 Action needed Information only Receive input
- B. Authority for This Action:
 Local Policy Law or Rule N/A
- C. Goal or Need Addressed:
- D. Summary:
 Previous board action relating to this item - Monthly

 Future action anticipated -

 Background information – A separate summary is attached with the financials.
- E. Scope of Options Reviewed:

Reasons for rejecting alternatives:
- F. Comments Received:
 Cabinet DLT FBOC Teacher Org. Reps. Other _____

 From public -
- G. Administrative Recommendation:
There is no board action necessary. The monthly financial statements are presented as an information item.
- H. Fiscal Impact and Cost: Amount: \$ _____
 Budget Bond Grant/Special Funds Other _____
- I. Monitoring and Reporting Time Line:
Person responsible for evaluating this decision or action—

Evaluation method and time line -

Next report to the board -
- J. Suggested Motion:
There is no board action necessary. The monthly financial statements are presented as an information item.

Hays Consolidated Independent School District

Division of Financial Services

21003 Interstate 35 Frontage Road
Kyle, Texas 78640
Ph: (512) 268-2141
Fx: (512) 268-2147



Date: February 24, 2020

Monthly Financial Highlights

- The monthly Financial Reports represent financial data through January 31, 2020.
- The cash and investment balances of all funds at month end totals \$173,841,956.42. The General Fund makes up the largest portion of the total with \$104,588,977.33 or roughly 60.16%.
- Through the end of the month (7/12 or 58.33% of the budget year):
 - The General Fund has collected \$126,840,513.94 (67.32% of its budgeted revenue) and has spent \$102,695,603.20 (53.60% of its budgeted expenditures).
 - The Child Nutrition fund has collected \$4,836,258.91 (52.70% of its budgeted revenue) and has spent \$4,885,673.21 (53.23% of its budgeted expenditures).
 - Meals served during the month of January 2020 increased compared to January 2019 by 41.36% for total breakfasts and increased 17.54% for total lunches.
 - The operating days in January 2020 (18 days) were greater when compared to January 2019 (16 days). When converting the meals to those served during an operating day, daily meals increased 25.64% for total breakfasts and increased 4.48% for total lunches.
 - The number of children approved for Free Meals in January 2020 decreased by 316 (-4%) from the prior year. The number of children approved for Reduced Meals in January 2020 decreased by 3 (-0.18%) from the prior year. Overall Free/Reduced meal applications decreased by 319 (-3%) over the same month for the prior year. The reduction in meal applications is due to the District participating in the Community Eligibility Program (CEP) at five campuses.
 - The Debt Service fund collected \$39,096,104.29 (94.54% of its budgeted revenue) and spent \$20,176,836.63 (48.79%) of its budgeted expenditures). Debt service payments are made two times a year, February 15th and August 15th.
 - The Capital Project funds have expended \$11,837,820.45 in the current fiscal year through the month of January 2020 and collected \$480,010.18 in interest revenue.
- Special Revenue funds consist of Federal, State, and local grants received by the District. Some of these grants such as Title I and IDEA are non-competitive federal grants which the District receives based on certain types of student populations reported through PEIMS. Other local grants are “competitive grants” and are awarded based on demonstrated needs. This group of funds also includes the Textbook (IMA) and awarded Education Foundation funds. Total revenue collected is \$6,679,849.18 and total expenditures spent is \$7,838,205.72.

Hays Consolidated Independent School District

Division of Financial Services

21003 Interstate 35 Frontage Road

Kyle, Texas 78640

Ph: (512) 268-2141

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- Current Tax collections for the month of January 2020 totaled \$32,930,565.65 representing 26.24% of the levy collected during the month. Approximately 88.76% of the total levy has been collected through the end of January 2020. In comparison, 90.43% of the total levy was collected through the end of January 2019.

If you should have any questions regarding these financials please contact me.

Randall Rau, CPA

Chief Financial Officer

Hays Consolidated Independent School District

Hays Consolidated Independent School District

Financial Reports



January 31, 2020

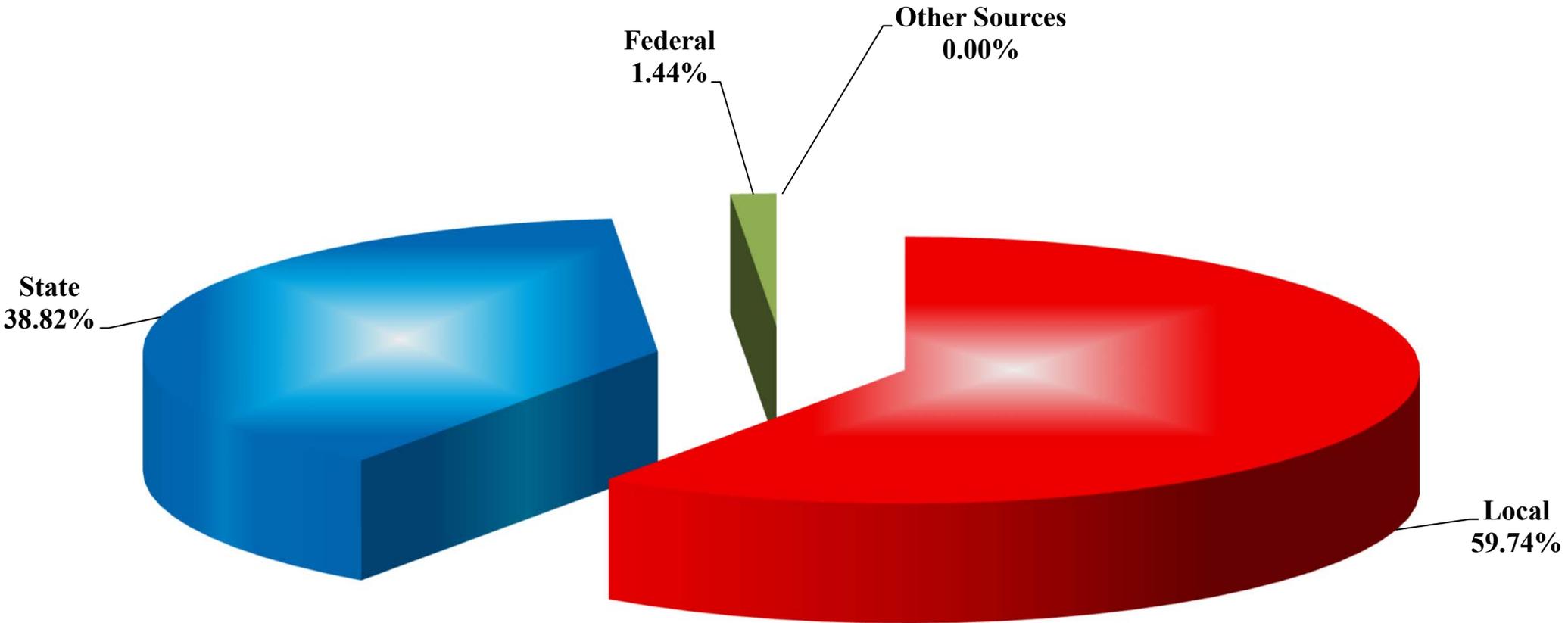
Hays Consolidated Independent School District
Combined Balance Sheet
for the Month Ending January 31, 2020
(Un-Audited)

	<u>General</u> <u>Fund</u>	<u>Child Nutrition</u> <u>Fund</u>	<u>Debt Service</u> <u>Fund</u>	<u>Capital</u> <u>Projects Funds</u>	<u>Special Revenue</u> <u>Funds</u>	<u>Total</u>
Assets:						
Cash and Cash Equivalents	\$ 1,824,963.62	\$ 115,771.47	\$ 1,001,601.27	\$ 657,029.73	\$ 984,245.85	\$ 4,583,611.94
Current Investments	102,764,013.71	1,764,410.84	40,819,306.37	23,910,613.56	-	169,258,344.48
Total Cash and Investments	\$ 104,588,977.33	\$ 1,880,182.31	\$ 41,820,907.64	\$ 24,567,643.29	\$ 984,245.85	\$ 173,841,956.42
Property Taxes - Delinquent	2,293,425.67	-	1,016,654.69	-	-	3,310,080.36
Allowance for Uncollectible Taxes	(626,152.00)	-	(239,922.00)	-	-	(866,074.00)
Due from State Agencies	724,352.19	514,468.46	-	-	558,315.34	1,797,135.99
Due from other Governments	-	-	23,431.13	-	56,294.01	79,725.14
Accrued Interest	-	-	-	15,774.55	-	15,774.55
Due from Other Funds	4,241,317.28	1,777,804.94	204,191.65	136,234.47	393,221.83	6,752,770.17
Other Receivables	607,819.45	54,969.04	4,617.00	-	1,358.02	668,763.51
Total Receivables	\$ 7,240,762.59	\$ 2,347,242.44	\$ 1,008,972.47	\$ 152,009.02	\$ 1,009,189.20	\$ 11,758,175.72
Inventories	-	-	-	-	-	-
Prepaid Items	5,183,898.69	500.00	-	-	-	5,184,398.69
Other Current Assets	\$ 5,183,898.69	\$ 500.00	\$ -	\$ -	\$ -	\$ 5,184,398.69
Total Current Assets	\$ 117,013,638.61	\$ 4,227,924.75	\$ 42,829,880.11	\$ 24,719,652.31	\$ 1,993,435.05	\$ 190,784,530.83
Liabilities and Fund Balance:						
Current Liabilities						
Accounts Payable	\$ -	\$ -	\$ -	\$ -	\$ 2,100.50	\$ 2,100.50
Other Liabilities	105.10	-	-	-	-	105.10
Payroll Deductions and Withholdings	6,641,368.25	-	-	-	-	6,641,368.25
Accrued Wages Payable	13,545,417.93	415,343.06	-	-	-	13,960,760.99
Due to Other Funds	4,032,409.49	412,083.85	-	59,750.00	2,868,428.22	7,372,671.56
Due to Student Groups	35,786.85	-	-	-	-	35,786.85
Due to State Agencies	-	-	-	-	-	-
Due to other Governments	4,331.00	-	-	-	-	4,331.00
Accrued Expenses	-	-	-	-	-	-
Deferred Revenues	3,264,944.97	139,002.63	560,700.26	-	281,262.87	4,245,910.73
Deferred Inflows	1,215,411.00	-	-	-	-	1,215,411.00
Total Liabilities	\$ 28,739,774.59	\$ 966,429.54	\$ 560,700.26	\$ 59,750.00	\$ 3,151,791.59	\$ 33,478,445.98
Fund Balance/Equity						
Reserved/Designated Fund Balance	-	3,310,909.51	23,349,912.19	36,017,712.58	-	62,678,534.28
Reserved for Current Year	-	-	-	-	-	-
Expenditures/Expenses	24,144,910.74	(49,414.30)	\$ 18,919,267.66	(11,357,810.27)	(1,158,356.54)	30,498,597.29
Unreserved Fund Balance/Fund Equity	\$ 64,128,953.28	\$ -	\$ -	\$ -	\$ -	\$ 64,128,953.28
Total Fund Balance/Equity	\$ 88,273,864.02	\$ 3,261,495.21	\$ 42,269,179.85	\$ 24,659,902.31	\$ (1,158,356.54)	\$ 157,306,084.85
Total Liabilities and Fund Equity	\$ 117,013,638.61	\$ 4,227,924.75	\$ 42,829,880.11	\$ 24,719,652.31	\$ 1,993,435.05	\$ 190,784,530.83

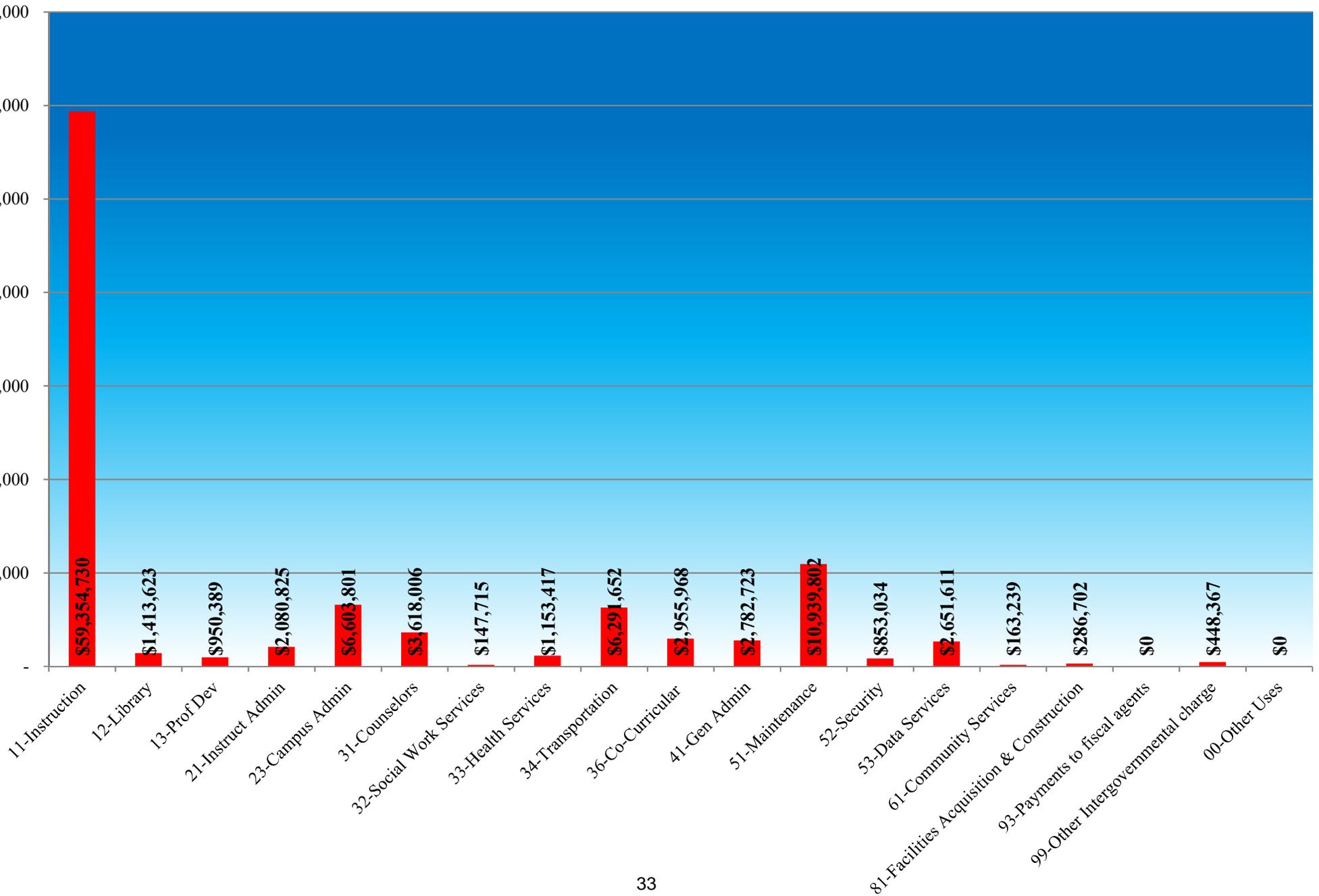
Hays Consolidated Independent School District
Statement of Revenues, Expenditures, and Changes in Fund Balance - General Fund
for the Month Ending January 31, 2020
(Un-Audited)

	<u>Original</u> <u>Budget</u>	<u>Official</u> <u>Budget</u>	<u>Current Year</u> <u>Actual Revenues/</u> <u>Expenditures</u>	<u>Unrealized/</u> <u>Unexpended</u> <u>Budget</u>	<u>Percentage</u> <u>Y-T-D</u>
Revenues:					
Local	\$ 82,959,790	\$ 84,623,962	\$ 75,780,341.75	(8,843,620.25)	89.55%
State	98,872,597	101,353,519	49,236,673.41	(52,116,845.59)	48.58%
Federal	1,700,000	2,441,075	1,823,498.78	(617,576.22)	74.70%
Other Sources	-	-	-	-	NA
Total Revenues	\$ 183,532,387	\$ 188,418,556	\$ 126,840,513.94	\$ (61,578,042.06)	67.32%
Expenditures and Other Uses:					
11-Instruction	107,871,505	112,170,753	59,354,729.76	52,816,023.24	52.91%
12-Library	2,503,505	2,503,505	1,413,623.28	1,089,881.72	56.47%
13-Prof Dev	2,441,939	2,474,399	950,388.96	1,524,010.04	38.41%
21-Instruct Admin	3,415,539	3,482,589	2,080,825.09	1,401,763.91	59.75%
23-Campus Admin	11,828,011	11,692,074	6,603,801.24	5,088,272.76	56.48%
31-Counselors	6,294,196	6,493,862	3,618,006.00	2,875,856.00	55.71%
32-Social Work Services	391,084	391,084	147,715.11	243,368.89	37.77%
33-Health Services	2,019,336	2,019,900	1,153,416.62	866,483.38	57.10%
34-Transportation	11,084,084	11,152,355	6,291,651.68	4,860,703.32	56.42%
36-Co-Curricular	4,328,983	4,853,131	2,955,968.05	1,897,162.95	60.91%
41-Gen Admin	4,976,266	4,739,976	2,782,723.29	1,957,252.71	58.71%
51-Maintenance	18,923,478	19,742,944	10,939,801.51	8,803,142.49	55.41%
52-Security	3,318,546	3,326,892	853,033.97	2,473,858.03	25.64%
53-Data Services	4,452,941	4,696,882	2,651,611.34	2,045,270.66	56.45%
61-Community Services	296,238	300,683	163,238.61	137,444.39	54.29%
81-Facilities Acquisition & Construction	-	273,585	286,702.10	(13,117.10)	104.79%
93-Payments to fiscal agents	482,909	482,909	-	482,909.00	0.00%
99-Other Intergovernmental charge	812,000	812,000	448,366.59	363,633.41	55.22%
00-Other Uses	-	-	-	-	NA
Total Expenditures and Other Uses	\$ 185,440,560	\$ 191,609,523	\$ 102,695,603.20	\$ 88,913,919.80	53.60%
Excess of Revenues and Other Resources Over (Under) Expenditures and Other Uses	\$ (1,908,173)	\$ (3,190,967)	\$ 24,144,910.74		
Fund Balance July 1, 2019 - (Audited)	\$ 64,128,953.28	\$ 64,128,953.28	\$ 64,128,953.28		
Fund Balance Ending - Monthly Reporting Period	\$ 62,220,780.28	\$ 60,937,986.28	\$ 88,273,864.02	\$ 27,335,877.74	

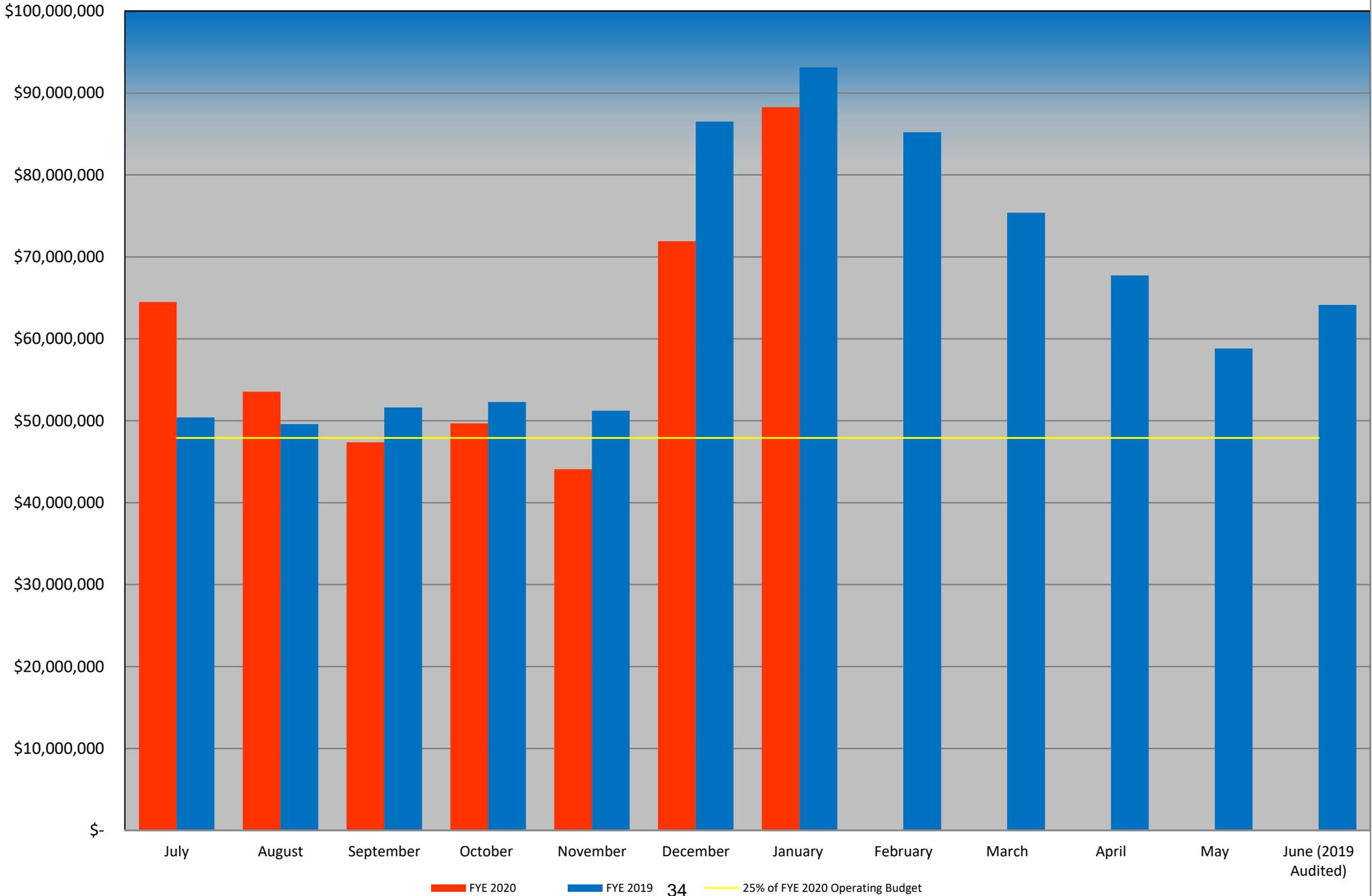
General Fund Revenues Collected to Date



General Fund Expenditures to Date



General Fund Balance by Reporting Month



FYE 2020 FYE 2019 34 25% of FYE 2020 Operating Budget

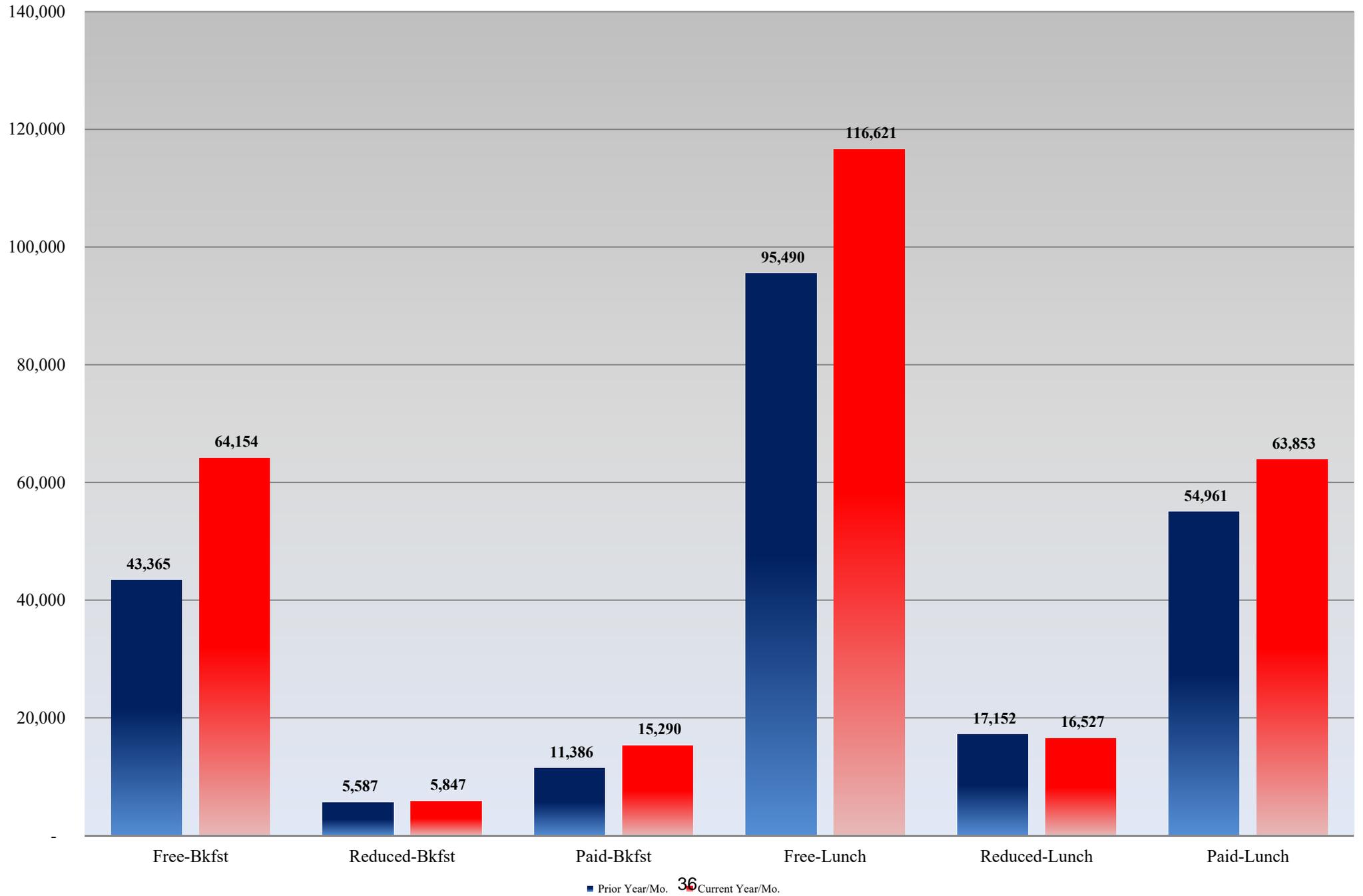
Hays Consolidated Independent School District
Statement of Revenues, Expenditures, and Changes in Fund Balance - Child Nutrition Fund
for the Month Ending January 31, 2020
(Un-Audited)

	<u>Original Budget</u>	<u>Official Budget</u>	<u>Current Year Actual Revenues/ Expenditures</u>	<u>Unrealized/ Unexpended Budget</u>	<u>Percentage Y-T-D</u>
Revenues and Other Resources:					
Local	\$ 3,482,786	\$ 3,482,786	\$ 1,836,853.31	\$ (1,645,932.69)	52.74%
State	45,093	45,093	-	(45,093.00)	0.00%
Federal	5,649,855	5,649,855	2,999,405.60	(2,650,449.40)	53.09%
Other sources	-	-	-	-	NA
Total Revenues and Other Resources	\$ 9,177,734	\$ 9,177,734	\$ 4,836,258.91	\$ (4,341,475.09)	52.70%
Expenditures and Other Uses:					
35-6100 Payroll	4,321,710	4,321,710	2,220,362.39	2,101,347.61	51.38%
35-6200 Professional and Contracted Services	398,036	398,036	452,173.29	(54,137.29)	113.60%
35-6341 Food Supplies	3,446,115	3,446,115	1,990,862.56	1,455,252.44	57.77%
35-6342 Non-Food Supplies	32,000	62,000	152,915.64	(90,915.64)	246.64%
35-6344 USDA Commodities	415,477	415,477	-	415,477.00	0.00%
35-6349 Miscellaneous Supplies	55,000	55,000	14,845.23	40,154.77	26.99%
35-6300 Supplies & Materials	317,700	317,700	45,350.70	272,349.30	14.27%
35-6400 Food Service Other Operating Expenses	191,696	161,696	9,163.40	152,532.60	5.67%
35-6600 Food Service Capital Expenses	-	-	-	-	NA
Total Expenditures	\$ 9,177,734	\$ 9,177,734	\$ 4,885,673.21	\$ 4,292,060.79	53.23%
Excess of Revenues and Other Resources Over (Under) Expenditures and Other Uses	\$ -	\$ -	\$ (49,414.30)		
Fund Balance July 1, 2019 - (Audited)	3,310,909.51	3,310,909.51	3,310,909.51		
Fund Balance Ending - Monthly Reporting Period	\$ 3,310,909.51	\$ 3,310,909.51	\$ 3,261,495.21	\$ (49,414.30)	

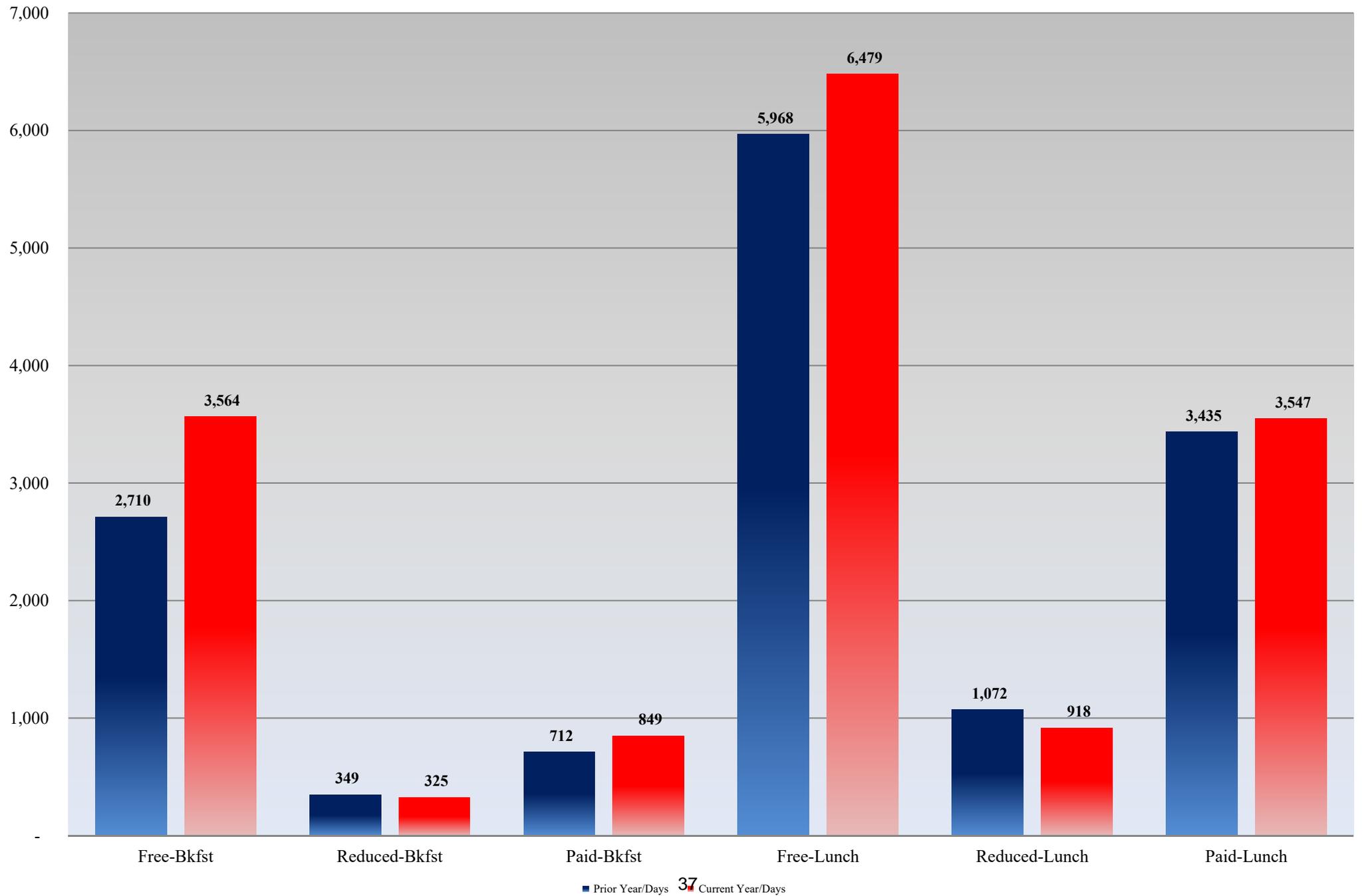
	Current				Current			
	Prior Year/Mo.	Year/Mo.	Increase/(Decrease)	% Change	Prior Year/Days	Year/Days	Increase / (Decrease)	% Change
School Breakfast Program Meals Served: (Days)					16.00	18.00		
Free-Bkfst	43,365	64,154	20,789	47.94%	2,710	3,564	854	31.51%
Reduced-Bkfst	5,587	5,847	260	4.65%	349	325	(24)	-6.88%
Paid-Bkfst	11,386	15,290	3,904	34.29%	712	849	137	19.24%
Total	60,338	85,291	24,953	41.36%	3,771	4,738	967	25.64%
School Lunch Program Meals Served:								
Free-Lunch	95,490	116,621	21,131	22.13%	5,968	6,479	511	8.56%
Reduced-Lunch	17,152	16,527	(625)	-3.64%	1,072	918	(154)	-14.37%
Paid-Lunch	54,961	63,853	8,892	16.18%	3,435	3,547	112	3.26%
Total	167,603	197,001	29,398	17.54%	10,475	10,944	469	4.48%

	Prior Year/Mo.	Current Year/Mo.	Increase/(Decrease)	% Change
Number of Children approved for Free Meals	8,698	35	8,382	(316)
Number of Children approved for Reduced Meals	1,643	1,640	(3)	0%
Total	10,341	10,022	(319)	-3%

Child Nutrition Meals Served Per Month Totals



Child Nutrition Meals Served Per Day Totals



Hays Consolidated Independent School District
Statement of Revenues, Expenditures, and Changes in Fund Balance - Debt Service Fund
for the Month Ending January 31, 2020
(Un-Audited)

	<u>Original Budget</u>	<u>Official Budget</u>	<u>Current Year Actual Revenues/ Expenditures</u>	<u>Unrealized/ Unexpended Budget</u>	<u>Percentage Y-T-D</u>
Revenues:					
Local Revenue					
Taxes, Current Year Levy	\$ 40,954,502	\$ 40,954,502	37,862,001.60	\$ (3,092,500.40)	92.45%
Taxes, Prior Year	250,000	250,000	41,524.72	(208,475.28)	16.61%
Penalties, Interest and Other Tax Revenues	150,000	150,000	38,904.49	(111,095.51)	25.94%
Earnings from Investments	-	-	137,648.48	137,648.48	NA
Miscellaneous Revenue	-	-	100,897.00	100,897.00	NA
Local Revenue	\$ 41,354,502	\$ 41,354,502	\$ 38,180,976.29	\$ (3,173,525.71)	92.33%
State Revenue					
Additional State Aid for Homestead Exemption	\$ -	\$ -	\$ 915,128.00	915,128.00	NA
State Revenue	\$ -	\$ -	\$ 915,128.00	\$ 915,128	NA
Total Revenue	\$ 41,354,502.00	\$ 41,354,502.00	\$ 39,096,104.29	\$ (2,258,397.71)	94.54%
Expenditures:					
71-6511 Bond Principal	21,822,149	21,822,149	10,269,631.25	11,552,517.75	47.06%
71-6521 Interest on Bonds	19,507,353	19,507,353	9,889,545.38	9,617,807.62	50.70%
71-6599 Other Debt Service Fees	25,000	25,000	17,660.00	7,340.00	70.64%
Total Expenditures	\$ 41,354,502	\$ 41,354,502	\$ 20,176,836.63	\$ 21,177,665.37	48.79%
Excess of Revenues Over (Under) Expenditures	\$ -	\$ -	\$ 18,919,267.66		
Fund Balance July 1, 2019 - (Audited)	\$ 23,349,912.19	\$ 23,349,912.19	\$ 23,349,912.19		
Fund Balance Ending - Monthly Reporting Period	\$ 23,349,912.19	\$ 23,349,912.19	\$ 42,269,179.85	\$ 18,919,267.66	

Hays Consolidated Independent School District
Statement of Revenues, Expenditures, and Changes in Fund Balance - Capital Project Funds
for the Month Ending January 31, 2020
(Un-Audited)

	<u>2004</u> <u>Capital Projects</u> <u>Program</u>	<u>2006</u> <u>Capital Projects</u> <u>Program</u>	<u>2008</u> <u>Capital Projects</u> <u>Program</u>	<u>2014</u> <u>Capital Projects</u> <u>Program</u>	<u>2017</u> <u>Capital Projects</u> <u>Program</u>	<u>2019 - 2020</u> <u>Capital Projects</u> <u>Total Revenues/</u> <u>Expenses</u>
<i>Revenues and Other Resources:</i>						
Local	\$ 2,356.83	\$ 1,276.90	\$ 13,668.18	\$ 28,817.17	\$ 433,891.10	\$ 480,010.18
State	-	-	-	-	-	-
Other sources	-	-	-	-	-	-
Total Revenues and Other Resources	\$ 2,356.83	\$ 1,276.90	\$ 13,668.18	\$ 28,817.17	\$ 433,891.10	\$ 480,010.18
<i>Expenditures and Other Uses:</i>						
6100 Payroll	-	-	-	-	-	-
6200 Professional and Contracted Services	2,195.00	-	5,200.00	92,496.86	728,243.12	828,134.98
6300 Supplies and Materials	-	-	209,727.11	7,117.00	3,098,223.97	3,315,068.08
6400 Other Operating Expenses	-	-	-	10,783.97	-	10,783.97
6600 Capital Outlay	-	-	7,474.10	1,487,731.19	6,188,628.13	7,683,833.42
8000-Other Uses	-	-	-	-	-	-
Total Expenditures	\$ 2,195.00	\$ -	\$ 222,401.21	\$ 1,598,129.02	\$ 10,015,095.22	\$ 11,837,820.45
Excess of Revenues and Other Resources						
Over (Under) Expenditures and Other Uses	\$ 161.83	\$ 1,276.90	\$ (208,733.03)	\$ (1,569,311.85)	\$ (9,581,204.12)	\$ (11,357,810.27)
Fund Balance July 1, 2019 - (Audited)	\$ 213,380.55	\$ 112,341.08	\$ 1,211,494.25	\$ 2,608,943.09	\$ 31,871,553.61	\$ 36,017,712.58
Fund Balance Ending - Monthly Reporting Period	\$ 213,542.38	\$ 113,617.98	\$ 1,002,761.22	\$ 1,039,631.24	\$ 22,290,349.49	\$ 24,659,902.31

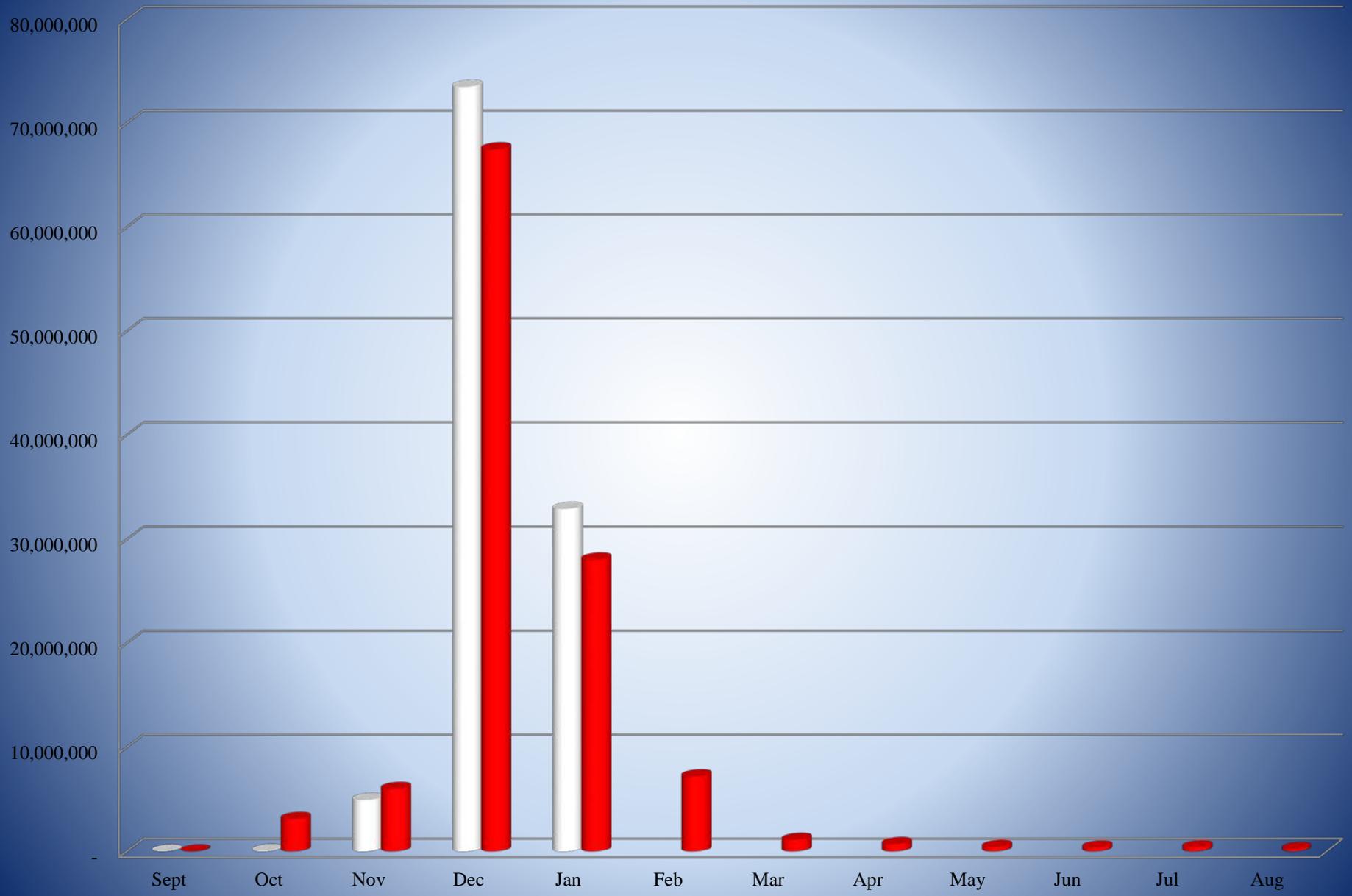
Hays Consolidated Independent School District
Statement of Revenues, Expenditures, and Changes in Fund Balance - Special Revenue Funds (Grants)
for the Month Ending January 31, 2020
(Un-Audited)

	<u>Original Budget</u>	<u>Official Budget</u>	<u>Current Year Actual Revenues/ Expenditures</u>	<u>Unrealized/ Unexpended Budget</u>	<u>Percentage Y-T-D</u>
Revenues:					
Local	\$ -	\$ 177,958	\$ 162,648.35	\$ (15,309.65)	91.40%
State	-	4,594,487	3,769,597.68	(824,889.32)	82.05%
Federal	6,230,410	6,966,264	2,747,603.15	(4,218,660.85)	39.44%
Total Revenues	\$ 6,230,410	\$ 11,738,709	\$ 6,679,849.18	\$ (5,058,859.82)	56.90%
Expenditures:					
6100 Payroll	5,050,042	6,626,466	4,120,179.64	2,506,286.36	62.18%
6200 Professional and Contracted Services	464,200	719,399	369,144.31	350,254.69	51.31%
6300 Supplies and Materials	645,476	4,140,680	3,276,572.20	864,107.80	79.13%
6400 Other Operating Expenses	70,692	166,577	72,309.57	94,267.43	43.41%
6600 Capital Outlay	-	-	-	-	NA
Total Expenditures	\$ 6,230,410	\$ 11,653,122	\$ 7,838,205.72	\$ 3,814,916.28	67.26%
Excess of Revenues Over (Under) Expenditures	\$ -	\$ 85,587.00	\$ (1,158,356.54)		
Fund Balance July 1, 2019 - <i>(Audited)</i>	\$ -	\$ -	\$ -	\$ -	
Fund Balance Ending - Monthly Reporting Period	\$ -	\$ 85,587.00	\$ (1,158,356.54)	\$ (1,243,943.54)	

Hays Consolidated Independent School District
Monthly Tax Collection Report
for the Month Ending January 31, 2020

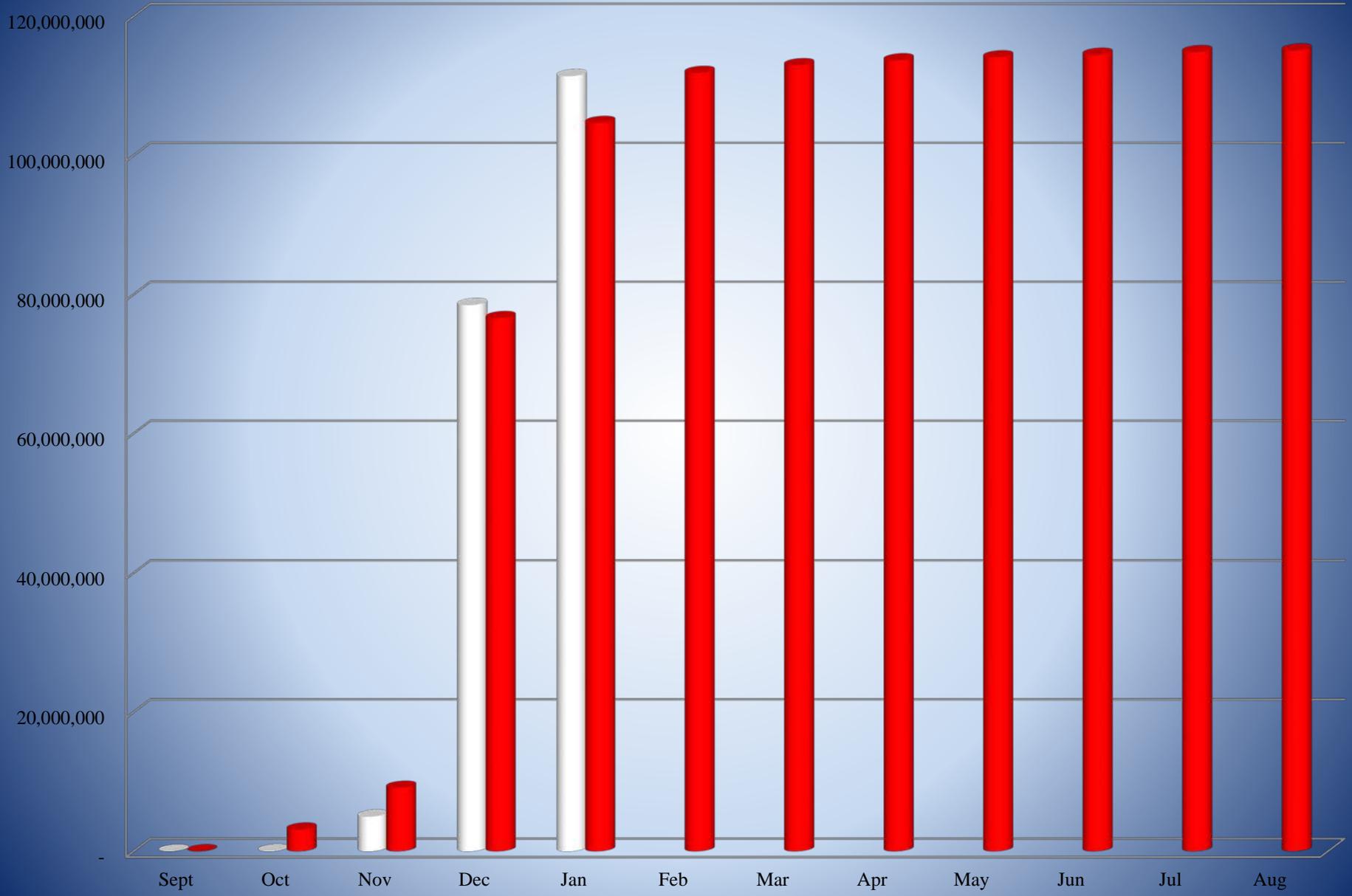
	Prior Year 2018 - 2019				Current Year 2019 - 2020			
	<u>General Fund</u>	<u>Debt Service Fund</u>	<u>Total</u>	<u>% of Levy</u>	<u>General Fund</u>	<u>Debt Service Fund</u>	<u>Total</u>	<u>% of Levy</u>
<u>Current Month Tax Collections:</u>								
5711 Taxes-Current Year Tax Levy	\$ 18,979,823.96	\$ 9,084,384.17	\$ 28,064,208.13	24.25%	\$ 21,768,018.06	\$ 11,162,547.59	\$ 32,930,565.65	26.24%
5712 Taxes-Delinquent Collections	\$ 19,068.19	\$ 9,126.68	\$ 28,194.87		\$ 59,662.93	\$ 28,469.75	\$ 88,132.68	
5719 Penalties and Interest	\$ 7,896.53	\$ 3,779.54	\$ 11,676.07		\$ 13,596.82	\$ 6,467.84	\$ 20,064.66	
Total Current Month Collections	\$ 19,006,788.68	\$ 9,097,290.39	\$ 28,104,079.07		\$ 21,841,277.81	\$ 11,197,485.18	\$ 33,038,762.99	
<u>Fiscal Year to Date Collections:</u>								
5711 Taxes-Current Year Tax Levy	\$ 70,786,021.22	\$ 33,880,578.25	\$ 104,666,599.47	90.43%	\$ 73,623,207.10	\$ 37,765,297.34	\$ 111,388,504.44	88.76%
5712 Taxes-Delinquent Collections	\$ 167,648.38	\$ 80,242.17	\$ 247,890.55		\$ 219,115.00	\$ 104,131.84	\$ 323,246.84	
5719 Penalties and Interest	\$ 69,148.46	\$ 33,096.79	\$ 102,245.25		\$ 72,050.81	\$ 34,219.52	\$ 106,270.33	
Total Revenue Collected	\$ 71,022,818.06	\$ 33,993,917.21	\$ 105,016,735.27		73,914,372.91	37,903,648.70	111,818,021.61	
Total Budgeted Tax Revenue (Current, Delinquent, Penalty & Interest)	\$ 77,328,381.00	\$ 37,323,227.00	\$ 114,651,608.00		\$ 82,048,026.00	\$ 41,354,502.00	\$ 123,402,528.00	
Percentage of Budget Collected	91.85%	91.08%	91.60%		90.09%	91.66%	90.61%	

Month to Date Tax Collections Current Levy



■ Current Year ■ Prior Year

Year to Date Tax Collections Current Levy



■ Current Year ■ Prior Year

HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: February 24, 2020

Subject: Budget Amendments

Administrator Responsible/Position:

- A. Purpose of Agenda Item:
 Action needed Information only Receive input
- B. Authority for This Action:
 Local Policy Law or Rule N/A
- C. Goal or Need Addressed:
- D. Summary:
 Previous board action relating to this item -
 Future action anticipated -
 Background information – The 2019-2020 budget has been approved by the Board of Trustees. Amendments to the budget must also be approved by the Board.
- E. Scope of Options Reviewed:
Reasons for rejecting alternatives:
- F. Comments Received:
 Cabinet DLT FBOC Teacher Org. Reps. Other _____
 From public -
- G. Administrative Recommendation:
The administration recommends approval of the budget amendment as presented.
- H. Fiscal Impact and Cost: Amount: \$730,842 – increase in revenue; \$419,489 increase in expenditures
 Budget Bond Grant/Special Funds Other _____
(See attached detail)
- I. Monitoring and Reporting Time Line:
Person responsible for evaluating this decision or action—

Evaluation method and time line -

Next report to the board -
- J. Suggested Motion:
I move that the Board approve the budget amendment as presented.

BUDGET AMENDMENT 7 – February 24, 2020

RECOMMENDATION:

The Administration recommends the listed budget amendments and transfers be approved.

BACKGROUND INFORMATION:

In accordance with the TEA budget and accounting procedures and guidelines, the District’s official budget includes the General Fund, Food Service Fund, and the Debt Service Fund. The Board of Trustees should approve the adoption of the budgets associated with these funds, and subsequent amendments, at the *Fund Function* level. Other Special Revenue Funds for grants and capital projects should be approved on a *Project Basis*; and consequently *are* not required to be approved with the same level of detail.

The administration routinely allows transfers of existing budgeted funds within the same fund function in order to accommodate the necessary operations of the requesting department or campus. These transfers usually become necessary due to account coding requirements. Requests for transfers of existing funds between functions are reviewed by the administration to ensure that the related expenditures will not exceed the overall approved budget at the function level. These requests allowed at the administrative level are subject to final approval by the Board of Trustees.

In addition to the transfers of existing budget funds outlined above, the Board of Trustees must approve requests for new appropriations prior to expenditure. These requests include appropriations from fund balance, and reappropriation of designated fund balances.

ADMINISTRATIVE CONSIDERATIONS:

Transfers: The Administration has reviewed the following transfers and determined that there will be **no impact to the budget.**

Cross Function Transfer Summary

Description	Increase (Decrease)
11 - Instruction	\$ 4,018
12 - Instructional Resources and Media Services	\$ 0
13 - Instructional Staff Development	\$ (14,086)
21 - Instructional Administration	\$ 15,280
23 - Campus Administration	\$ 8,104
31 - Guidance and Counseling Services	\$ (17,872)
32 - Social Work Services	\$ 0
33 - Health Services	\$ (500)
34 - Transportation	\$ 0
36 - Co curricular / Extracurricular	\$ 720
41 - General Administration	\$ 0
51 - Maintenance	\$ 179
52 - Security	\$ 2,230
53 - Data Services	\$ 0
61 - Community Services	\$ 1,927
71 - Debt Service	\$ 0
81 - Facilities Acquisition & Construction	\$ 0
91 - Chapter 41 Payments	\$ 0
93 - Payments to Fiscal Agents	\$ 0
95 - Payments to JJAEP	\$ 0
99 - Other Intergovernmental Charges	\$ 0
Total Net Transfers	\$ \$0

REQUESTS for Re-APPROPRIATIONS:

General Operating Fund:

Appropriate revenue and expense (\$6,489) for an insurance claim at HHS for damage to the dance floor; appropriate additional state revenue (\$724,353) as a result of a successful audit on the 2016 state assigned property values which affected the 2017-18 school year; budget contract fee payment (\$72,000) for the property value audit; budget amounts for the remodel and furnishing of the barbershop for the new barbering course offering presented by Suzi Mitchell and approved by the board at the December 16th 2019 board meeting (\$111,150 and \$236,339).

General Operating Fund Re-Appropriations Summary			
Description	Official Budget	Increase/ (Decrease)	Amended Budget
<u>Revenues:</u>			
199-00-5745-00-000-00-0	\$ 376,656	\$ 6,489	\$ 383,145
199-00-5812-00-000-00-0	\$ 87,658,728	\$ 724,353	\$ 88,383,081
Total		\$ 730,842	
<u>Expenditures:</u>			
199-11-6399-00-xxx-22-1		\$ 111,150	
199-41-6295-00-726-99-1		\$ 72,000	
199-51-6249-00-xxx-22-1		\$ 236,339	
Total		\$ 419,489	
Total Net Appropriations (Revenues minus Expenditures)		\$ 311,353	

ACTION REQUIRED

Board Approval

SUPPORT INFORMATION

Additional information provided upon request.
Contact: Randall Rau – Chief Financial Officer

**HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT
BOARD OF TRUSTEES**

Date: February 24, 2020

Subject: Consideration and possible approval of Procurements

Administrator Responsible/Position: Cabinet Members

Purpose of Agenda Item:

Action needed Information only Receive input

Authority for This Action:

Local Policy - BE Law or Rule N/A

Goal or Need Addressed:

Procurement of necessary items for the district.

Summary:

- Previous board action relating to this item - Ongoing
- Future action anticipated - Monthly
- Background information – The following procurements will be presented for approval
 - a. Child Nutrition Small Wares & Large Equip – Randy Rau
 - b. Flooring – District Wide – Quality Hardwood Floors – Max Cleaver
 - c. Ratification of boiler purchase – TK Boilers – Max Cleaver
 - d. Boiler – TK Boilers – Max Cleaver
 - e. Playground Parts & Equipment – Park Place – Max Cleaver

Comments Received:

Cabinet DLT FBOC Teacher Org. Reps. Other _____
All agenda items have been reviewed by the Superintendent's Cabinet.

Administrative Recommendation:

The Administration recommends approval of the November procurement items.

Fiscal Impact and Cost: Amount: as set forth in the procurement item.

Suggested Motion:

I move that the Board approve the procurement item as presented.

HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: February 24, 2020

Subject: Procurement: Orientation – Kitchen Equipment – Ace Mart Restaurant Supply & Stafford - Smith

Administrator Responsible/Position: Randy Rau

A. Purpose of Agenda Item:

Action needed Information only Receive input

B. Authority for This Action:

Local Policy Law or Rule N/A

C. Goal or Need Addressed:

The purpose of this agenda item is to purchase new line and kitchen equipment from Ace Mart Restaurant Supply and Stafford – Smith to replace old equipment and the addition of new equipment for Child Nutrition.

D. Summary:

Previous board action relating to this item -

Future action anticipated -

Background information – The purchase of small wares to replace older inventory and supplement current inventory will contribute to allowing Child Nutrition to work more effectively.

E. Scope of Options Reviewed:

BID #26-012001JO Child Nutrition Small Wares & Large Equipment
This is a one-year contract with four (4) one-year options to renew.

Reasons for rejecting alternatives:

F. Comments Received:

Cabinet DLT FBOC Teacher Org. Reps. Other: Child Nutrition

From public -

G. Administrative Recommendation:

The administration recommends approval of the purchase of new line & kitchen equipment from Ace Mart Restaurant Supply & Stafford - Smith

H. Fiscal Impact and Cost: Amount:\$295,064.90 – Ace Mart Restaurant Supply & Stafford – Smith

Budget – General Operating Fund Bond Grant/Special Funds -Federal Funding

Other _____

Prior Year Spending – \$35,085.71 – Ace Mart Restaurant Supply

Prior Year Spending – \$0 – Stafford - Smith

Future/Ongoing -

I. Monitoring and Reporting Time Line:

Person responsible for evaluating this decision or action— Randy Rau

Evaluation method and time line -

Next report to the board -

J. Suggested Motion:

I move that board approves the purchases from Ace Mart Restaurant Supply & Stafford – Smith in the combined amount of \$295,064.90

HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: February 24, /2020

Subject: Procurement: Orientation – Hardwood floor replacement & repairs for district campuses – Quality Hardwood Floors

Administrator Responsible/Position: Max Cleaver

A. Purpose of Agenda Item:

Action needed Information only Receive input

B. Authority for This Action:

Local Policy Law or Rule N/A

C. Goal or Need Addressed:

The purpose of this agenda item is to replace & repair the district campuses hardwood floors as needed and to establish a spending limit for future inspections and repairs.

D. Summary:

Previous board action relating to this item -

Future action anticipated -

Background information –

E. Scope of Options Reviewed:

Buyboard Cooperative Contract #560-18

This is a one-year contract with three (3) one-year options to renew through 05/31/2021.

Reasons for rejecting alternatives:

F. Comments Received:

Cabinet DLT FBOC Teacher Org. Reps. Other: Maintenance & Operations

From public -

G. Administrative Recommendation:

The administration recommends approval of the purchase of hardwood flooring & repairs from Quality Hardwood Floors.

Advantages/benefits of this proposal -

Expected results in terms of student benefit/achievement -

Possible problems or disadvantages of this proposal -

Affect of this action on other parts of the system -

Consequences of not approving recommendation -

H. Fiscal Impact and Cost: Amount:\$100,000 – Quality Hardwood Floors

Budget – General Operating Fund Bond Grant/Special Funds

Other _____

Prior Year Spending – \$71,786 – Quality Hardwood Floors

Future/Ongoing -

- I. Monitoring and Reporting Time Line:**
Person responsible for evaluating this decision or action— Max Cleaver

Evaluation method and time line -

Next report to the board -

- J. Suggested Motion:**

I move that board approves the purchase from Quality Hardwood Floors for the replacement & repairs for district campuses for a total approval of \$100,000.

**HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT
BOARD OF TRUSTEES**

Date: February 24, 2020

Subject: Ratification of Purchase of Boiler for Dahlstrom Middle School

Administrator Responsible/Position: Max Cleaver, Chief Operations Officer

A. Purpose of Agenda Item:

Action needed Information only Receive input

B. Authority for This Action:

Local Policy Law or Rule N/A

C. Goal or Need Addressed:

Maintain compliance with procurement procedures and ratify the purchase of a boiler for Dahlstrom Middle School.

D. Summary:

Previous board action relating to this item

Future action anticipated -

Background information –

The boiler at Dahlstrom Middle School failed and required replacement. Staff issued a requisition for the boiler which was flagged by the Purchasing Department due to this purchase exceeding the \$50,000 spending threshold for this vendor. The purchase order was released on February 4, 2020 with the caveat that the purchase would require ratification by the Board at the next scheduled meeting.

E. Scope of Options Reviewed:

TK Boilers (dba Gulf Coast Boiler)

TIPS/TAPS Cooperative Contract #180205

This is a one-year contract with two (2) one-year options to renew through 04/26/2020.

Reasons for rejecting alternatives:

F. Comments Received:

Cabinet DLT FBOC Teacher Org. Reps. Other _____

From public -

G. Administrative Recommendation:

Consideration and possible ratification of the purchase of a boiler for Dahlstrom Middle School.

H. **Fiscal Impact and Cost:** Amount: \$ \$38,899.48
 Budget Bond Grant/Special Funds Other _____

Prior Year Spending - \$ _____

Future/Ongoing -

I. **Monitoring and Reporting Time Line:**

Person responsible for evaluating this decision or action—

Evaluation method and time line -

Next report to the board -

J. **Suggested Motion:**

I move the board ratify the purchase of a new boiler for Dahlstrom Middle School from TK Boilers (dba Gulf Coast Boiler) in the amount of \$38,899.48, as presented.

HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: February 24, 2020

Subject: Procurement: Orientation –Boiler replacement & repairs & inspections for district campuses – TK Boilers DBA Gulf Coast Boilers

Administrator Responsible/Position: Max Cleaver

A. Purpose of Agenda Item:

Action needed Information only Receive input

B. Authority for This Action:

Local Policy Law or Rule N/A

C. Goal or Need Addressed:

The purpose of this agenda item is to replace district boilers as needed and to establish a spending limit for future annual inspections, repairs and replacements.

D. Summary:

Previous board action relating to this item -

Future action anticipated -

Background information –

E. Scope of Options Reviewed:

TIPS/TAPS Cooperative Contract #180205

This is a one-year contract with two one-year options to renew through 04/26/2020.

Reasons for rejecting alternatives:

F. Comments Received:

Cabinet DLT FBOC Teacher Org. Reps. Other: Maintenance & Operations

From public -

G. Administrative Recommendation:

The administration recommends approval of the purchase of boilers, repairs & inspections from TK Boilers DBA Gulf Coast Boiler.

H. Fiscal Impact and Cost: Amount:\$100,000 – TK Boilers DBA Gulf Coast Boilers

Budget – General Operating Fund Bond Grant/Special Funds -Federal Funding Other _____

Prior Year Spending – FY 2019 \$0 FY 20 \$5668.03 current year spend due to fiscal year change

Future/Ongoing -

I. Monitoring and Reporting Time Line:

Person responsible for evaluating this decision or action— Max Cleaver

Evaluation method and time line -

Next report to the board -

J. Suggested Motion:

I move that board approve the purchase from TK Boiler DBA Gulf Coast Boilers for the repairs for district campuses and for future inspections and repairs for a total approval of \$100,000.

HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: February 24, 2020

Subject: Procurement: Orientation – Playground Equipment – Park Place Recreation Design

Administrator Responsible/Position: Max Cleaver

A. Purpose of Agenda Item:

Action needed Information only Receive input

B. Authority for This Action:

Local Policy Law or Rule N/A

C. Goal or Need Addressed:

The purpose of this agenda item is to purchase parts and equipment for campus playgrounds as needed for continued compliance with 2019 playground audit.

D. Summary:

Previous board action relating to this item -

Future action anticipated -

Background information –

E. Scope of Options Reviewed:

Buyboard Cooperative Contract #592-19

This is a one-year contract with three (3) one-year options to renew through 09/30/2022.

Reasons for rejecting alternatives:

F. Comments Received:

Cabinet DLT FBOC Teacher Org. Reps. Other: Maintenance & Operations

From public -

G. Administrative Recommendation:

The administration recommends approval of the purchase of parts & equipment from Park Place Recreation Design.

Advantages/benefits of this proposal -

Expected results in terms of student benefit/achievement -

Possible problems or disadvantages of this proposal -

Affect of this action on other parts of the system -

Consequences of not approving recommendation -

H. Fiscal Impact and Cost: Amount:\$120,000 – Park Place Recreation Design

Budget – General Operating Fund Bond Grant/Special Funds

Other _____

Prior Year Spending – \$5,496 – Park Place Recreation Design

Future/Ongoing -

I. Monitoring and Reporting Time Line:
Person responsible for evaluating this decision or action— Max Cleaver

Evaluation method and time line -

Next report to the board -

J. Suggested Motion:

I move that board approves the purchase from Park Place Recreation Design for parts and equipment for district campuses for a total approval of \$120,000.

**HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT
BOARD OF TRUSTEES**

Date: February 17, 2020

Subject: Information regarding possible random drug testing

Administrator Responsible/Position: Dr. Eric Wright / Adrianna Price

A. Purpose of Agenda Item:

Action Needed Information Only Receive Input

B. Authority for This Action

Local Policy Law or Rule N/A

C. Goal or Need Addressed:

D. Summary:

- Previous board action relating to this item – None
- Future action anticipated – possible adoption of policies regarding random drug testing of students
- Background information – Earlier this year, the Board and Superintendent’s Student Advisory Committee inquired about random drug testing of students. In particular, the conversations included the testing of UIL participants and those who purchase a parking pass. The concerned intent of the committee was to help those who may be considering or who are already using drugs.

E. Scope of Options Reviewed:

Reasons for rejecting alternatives –

F. Comments Received:

Cabinet DLT FBOC Teacher Org. Reps. Other Board and Superintendent’s Student Advisory Committee, Neighboring school districts
 From public -

All agenda items are reviewed by the Superintendent’s Cabinet.

G. Administrative Recommendation:

This is an informational item – no administrative recommendation at this time.

H. Fiscal Impact and Cost: Amount \$ TBD

Budget – General Operating Fund Bond Grant/Special Funds Other _____

Prior Year Spending: \$ _____

Future/Ongoing: \$ _____

I.

Person responsible for evaluating this decision or action -
Evaluation method and time line – Anticipated start date is Fall 2020, inform community prior to summer break
Next report to the board -

Random Drug Testing Information

Earlier this year, the Superintendent's Student Advisory Committee inquired about random drug testing of students. In particular, the conversations included the testing of UIL participants and those who purchase a parking pass. The concerned intent of the committee was to help those who may be considering or who are already using drugs.

A light survey was conducted of a few neighboring districts to gather their feedback about drug testing.

Additionally, the topic was revisited with the Student Advisory Committee to hear their continuing questions/concerns.

In this summary, you will find:

- Initial survey feedback
- Informational packets from two drug testing companies:
 - Southwest Consortium
 - Compliance Consortium Corporation
 - Both packets include pricing information and FAQs
- Sample local policies from other districts practicing random drug testing- 2 basic policies and 2 detailed policies

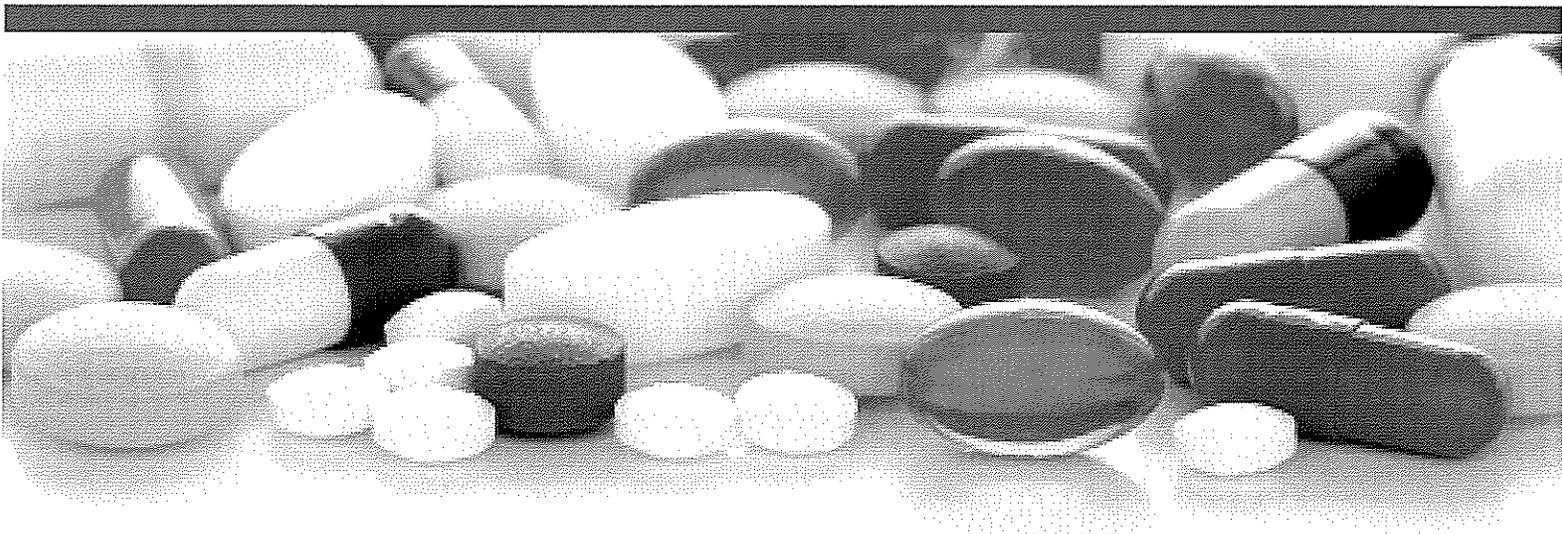
Factors to be considered:

- Roll out plan
- Intervention steps if a student tests positive
- Who will provide counseling/drug interventions
- Costs of interventions
- Sample size and frequency of testing (5-10% participants, 4 times/year-monthly)
- What (and how many) drugs to test for
- Note: CCC mentioned some districts are adding "nicotine" to test panel because of vaping concerns
- Overall feedback indicated random drug testing gives kids an "out" when offered or pressured to do drugs. Participants shared that it's expensive and produces few positive results but that makes it worth it.

Initial Survey Feedback	
ISD	Drug Testing Feedback
Wimberly ISD	Gives the kids an "out." At a party or with friends...kids can say "nah, man, I can't b/c I get drug tested and I don't want to lose my time on the team."At the start of the year, sponsors turn in rosters and rosters are converted to numbers. 30 numbers are chosen 4ish times a year. Campuses do not know the days that contracted service is coming to test. Goal is to get the kid help. You can choose what to screen for. Kids are not removed from teams, playing time reduced by 10%. *District willing to email us information about their processes, the contracted company they use and the trainer who presented to students and community.
San Marcos CISD	Ull affiliated testing- been doing it for a long time.
Dripping ISD	Have not started drug testing but hoping to roll out in spring with athletics and then extend to all parking pass students next year. Coach and Assist Sup have experience with drug testing in previous districts. It give the kids an out. The goal is not to bust kids. The goal is to help kids and provide a sense of peace to parents. First time offense would be counseling requirement and testing for a year. Second time would be increased counseling. 3rd time may include parent in counseling.
Lockhart ISD	no drug testing
Lake Travis ISD	<p>Taken from their webpage:LTISD Student Drug Testing Program is mandatory for students in grades 7-12 participating in school-sponsored competitive extracurricular activities, for high school students who obtain a parking pass and voluntary enrollment for students in grades 7-12.</p> <p>Random drug testing will occur throughout the school year and will include no less than 5% of students enrolled in the program. San Angelo, TX-based Melody's Southwest Consortium will manage testing in conjunction with District and school officials. It is a urine-based test.</p> <p>Please be advised, students will not be permitted to participate in school-sponsored competitive extracurricular activities or obtain a parking pass unless they are successfully enrolled in the District's drug testing program. District policy, enrollment forms, and other important resources are available below.</p>

Southwest Consortium is a family owned, Texas-based firm providing comprehensive drug and alcohol testing services since 1991. The Department of Transportation Drug Abatement Division of the DOT/FAA certified the consortium in 1995, and we were one of the first consortia to meet certification of authorized approval throughout the United States.

As a certified Department of Transportation (DOT) Third Party Administrator (TPA), we provide drug testing programs for all companies, schools, cities, counties and several other groups that promote a drug free environment. We service industries of every size, from businesses with 10 employees to schools with thousands of students. We customize programs and schedules to meet your needs! Plus, we come to you! Our technicians will arrive at your location to make the process efficient and convenient.



We test everyone.

- ▶ Students
- ▶ Employees
- ▶ Drivers
- ▶ Pipeline
- ▶ Railroad
- ▶ Aviation
- ▶ And MORE!

We test all situations.

- ▶ Initial/Baseline
- ▶ Random
- ▶ Pre-employment
- ▶ Post Accident
- ▶ Suspicion
- ▶ Return to Duty
- ▶ And MORE!

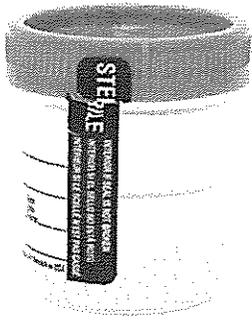
We test everywhere.

- ▶ Texas
- ▶ New Mexico
- ▶ Colorado
- ▶ Oklahoma
- ▶ Arkansas
- ▶ Louisiana
- ▶ And GROWING!

Complete Consortium

Southwest Consortium offers a full line of **testing services** to meet your needs and optimize your testing program's success.

We offer different test types. You choose **how you want to test**.



Urine

Lab-based urine testing is the most common drug testing method. It is also the only method approved for federally mandated drug tests.



Oral Fluid

Oral fluid testing offers accurate results after a simple collection. When compared to other tests, it typically detects drugs closer to the time of use.



Hair

Hair testing expands the detection window of drug use for up to 90 days. Since it is observed, it is difficult for the donor to alter the specimen.

We offer testing for various drugs. You choose **what you want to test for**.

- Alcohol
- Amphetamines
- Barbiturates
- Benzodiazepines
- Cocaine
- Codeine
- Heroin
- Hydrocodone
- Hydromorphone
- Ketamine
- LSD
- Marijuana
- MDMA (Ecstasy)
- Methadone
- Methamphetamines
- Morphine
- Opiates
- Oxycodone
- Oxymorphone
- Phencyclidine (PCP)
- Propoxyphene
- Rohypnol
- Steroids
- Synthetic Drugs

Certified Services

SAMHSA Certified Laboratory

Alere Toxicology Services, Inc. is the principal SAMHSA certified laboratory that Southwest Consortium uses to conduct testing, reviewing and certification of specimen.

SAMHSA certified laboratories are exclusively used to provide superior protection and limit liability. After the security of the Chain of Custody is reviewed, the specimen is accessioned into the testing arena for screening. If the presence of a drug is determined, the specimen is tested by Gas Chromatography/Mass Spectrometry for confirmation testing. The test is not ruled positive unless both tests result in a positive test. All positive tests are maintained and stored for a minimum of 12 months.



We follow the highest standards of professionalism and quality control, and we are affiliated with several safety, compliance and drug free advocacy associations.



Medical Review Officer (MRO) Confirmation

Specimens are reviewed and confirmed by the MRO doctors. Non-negative results are analyzed by confirmation testing for the presence of drug metabolites. Legitimate prescription drug use is evaluated with final verification.

Prompt Results

In most instances, negative results are reported within 1-2 business days, and positive results are reported within 3-5 days.

Secure Online Reporting

Results are accessed on a secure website that is restricted to the customer's designated representative. The website provides a complete reporting of all data including the type of test that was conducted and an analysis on any drugs or alcohol that was detected.

Certified Technicians & Supplies

The security and integrity of all data is an essential aspect of our compliance requirements. We follow strict protocol in our collection procedures to protect the confidentiality of all our customers. Each technician is trained and certified to apply the specific technique for proper process control. In addition, the required supplies are provided, including specimen containers and Custody and Control Forms.

Strict Confidentiality

We maintain strict adherence to all confidentiality statutes. Specimens are properly labeled and secured for transport by courier to the SAMHSA laboratory following collection. All information related to testing and the identification of persons tested are protected as confidential.

Student Testing Services



Parents and students expect schools to offer protection from all forms of abuse. Drug testing is a proven method that is effective in detecting, confirming, and deterring drug use among young people. It not only helps identify students who use drugs, it helps students cope with peer pressure by giving them a convenient reason to say no to drugs. Our partnership with hundreds of schools has shown a distinct commitment to executing a successful student drug testing program that is effective, confidential, and compassionate.

● Customized Program

We customize your program to meet the district's requirements, including the type of testing (initial, random, follow up, etc), method of testing (urine, oral fluid, or hair) and the panel of drugs that are tested. We work with you to determine the best testing frequency and schedule.

● On Site Testing

We perform on site testing using high integrity precautions. Our team of collection technicians prepare the testing area and follow specific testing protocol to reduce the attempts of specimen alteration.

● Advanced Technology

We use certified software for randomized lists and can modify requirement specifications that are implemented by the district. Electronic tablets are used by students to confirm their specimen submission, making the process simple and efficient.

● Exemplary Standards

From the strict testing procedures, to the official documents, we go the extra mile to meet all district and Federal regulatory requirements. Our records surpass regulatory auditing standards and our reports are inclusive of statistical data.

Call us today and get started testing!

Employee Testing Services

Drug testing can help to improve employee morale and productivity while decreasing absenteeism, accidents, downtime, turnover, and theft. Because every business and workforce is unique, we assist employers in customizing a comprehensive program with what is most appropriate for their business, industry, type of workforce and location.

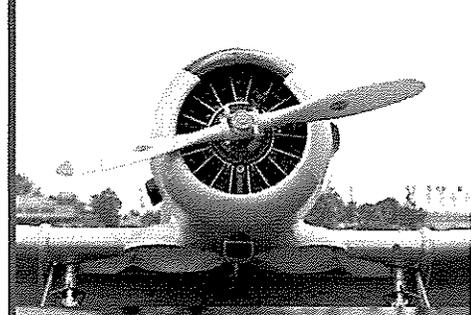
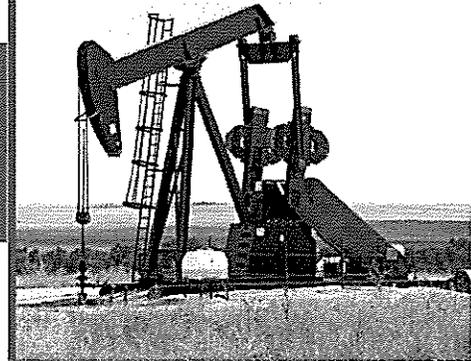
We work effectively and efficiently to keep you in compliance with DOT and NON-DOT requirements. We stay focused on continuous communications with SAMSHA and ODAPC to stay abreast of procedural and protocol updates.

- ▶ **Program Management** We manage all aspects of your testing program, including providing computer generated random lists that adhere to regulations on sampling methods in which every member of the population group to be sampled has an equal probability of being selected.
- ▶ **On and Off Site Collections** All collection sites are monitored for quality assurance and DOT compliance. Our technicians also travel to sites and prepare a tamper resistance area to safeguard the legitimacy of all tests.
- ▶ **Supervisor Education and Training**
A successful, drug-free environment includes supervisors that are educated on monitoring their workforce. We offer customized training for supervisors that maximize the effectiveness of your drug-free workplace policy and program. The training includes information on the signs and symptoms of alcohol and substance abuse and the correct steps on how to approach a suspected employee.



Post Accident Testing

We are available 24/7 to assist you with post accident drug and alcohol testing. Our technicians assess the need and confirm all requirements.



Southwest Consortium

Drug & Alcohol Testing

325-658-9966

We test **EVERYONE!**

- ▶ Students
- ▶ Pipeline
- ▶ Employees
- ▶ Railroad
- ▶ Drivers
- ▶ & MORE!

We test **ALL TYPES!**

- ▶ Initial/Baseline
- ▶ Post Accident
- ▶ Random
- ▶ Suspicion
- ▶ Pre-employment
- ▶ & MORE!

We are **CERTIFIED!**

- ▶ DOT and NON-DOT
- ▶ TPA
- ▶ SAMHSA Laboratory
- ▶ NCMS
- ▶ MRO Confirmation
- ▶ OSHA

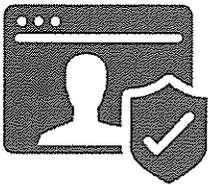
We are **EFFECTIVE!**

- ▶ On & Off Site Testing
- ▶ Next Day Results
- ▶ Policy Development Training

The collection of specimens is performed under secure and sanitary conditions, while maintaining individual dignity. We follow the highest standards of professionalism and quality control, and we utilize advanced technology to make the process efficient.

Exemplary Standards for Specimen Collection

Certified Technicians & Supplies



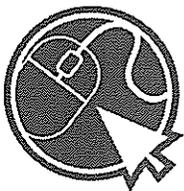
The security and integrity of specimen collection is an essential aspect of our compliance requirements. Each technician is trained and certified to apply the specific technique for proper process control. In addition, the required supplies are provided, including sterile, single-use specimen containers and Custody and Control Forms.

Secured Area



Our team of collection technicians secure and prepare a tamper resistance area to safeguard the legitimacy of all specimen. The restricted area is inspected and any foreign or unauthorized items are removed. The technicians prepare the area to reduce the attempts of specimen alteration.

Advanced Technology



We use certified software for randomized lists and can modify requirement specifications that are implemented by the district. Electronic tablets are used by students to confirm their specimen submission, making the process simple and organized.

Strict Confidentiality



We maintain strict adherence to all confidentiality statutes. Specimens are properly labeled and secured for transport by courier to the SAMHSA laboratory following collection. All information related to testing and the identification of persons tested are protected as confidential.

Procedures for Specimen Collection

1. Students are notified and escorted to testing site by District Representative (DR) immediately.
2. Students leave all belongings in designated holding area including outer clothing and all items from pockets. DR assumes responsibility of items and confirms ownership when the students return to retrieve them after testing.
3. Students consent to provide a clean specimen for drug testing.
 - If a student refuses to provide a specimen, the student's test result listed as "Refusal" for test result. The District's policy must state the action for student refusals.
4. Technician verifies student identity and issues the student a labeled collection container that is sterile and sealed.
5. Student proceeds to monitored testing area to produce a specimen.
 - School must provided a designated monitor in the testing area for each gender. School monitors maintain the security and integrity of the urine collection and ensure the proper identification of students.
6. Student gives Technician specimen directly and initials collection container.
7. Technician assesses the validity of the specimen (temperature, appearance, quantity, etc.).
 - The specimen must be at least 30 milliliters. If the student's specimen is less than the required amount, the student will be instructed to drink fluid (not to exceed 48 ounces) and walk/exercise in a designated area. Students must remain in the visibility of the DR.
 - If the specimen is not valid, the Technician will inform the DR that the student's specimen sample is not valid. The student will be required to provide a new specimen.
 - The District's policy must state the action for students that do not provide a valid specimen.
8. Student is provided a disinfectant hand towel, collects items and returns to class.
9. Technician finalizes the records, processes the collected specimen, and ships the specimen by courier to the certified Substance Abuse and Mental Health Services Administration (SAMSHA) laboratory for testing.

Procedures for Specimen Testing

1. Laboratory conducts initial testing. If no substance is detected, the test result is negative. If a substance detected, confirmation testing is conducted. Test status is pending until confirmation testing is completed.
2. Laboratory conducts confirmation tests using gas chromatography and mass spectrometry.
3. Medical Review Officer (MRO) verifies and finalizes test results. If result is confirmed positive, the specimen is preserved in a frozen state by the SAMSHA laboratory that conducts the confirmation test for a period of one (1) year.
4. DR receives results.
 - If the test results are caused by a student's use of prescription medication, the DR may clear the student upon verification. The District's policy must state the acceptable forms of verification.
 - The District may request for a re-test/appeal of a portion of the same specimen by another certified SAMSHA laboratory for an additional fee. The re-testing laboratory must use the same methodology as the vendor laboratory in the re-test. The second laboratory shall be responsible for the transfer of the portion of the specimen to be re-tested and for the integrity of the chain of custody during such transfer.

Student Drug Testing Test Type Comparison



Southwest Consortium offers a full line of testing services to meet your needs and optimize your testing program's success. The three most common test types are urine, saliva, and hair. Although most drugs can be tested in each specimen type, the biggest differences are the detection period, collection process, and cost.

Urine



Pros	Cons
<ul style="list-style-type: none">• Detection period is longer than saliva (3-60 days)• Uses advanced technology and has an extensive scientific base• Accuracy and reliability rate is higher than saliva• Numerous drugs can be tested• Low cost	<ul style="list-style-type: none">• Collection process is often viewed as embarrassing• Elevated opportunity to adulterate specimen

Saliva



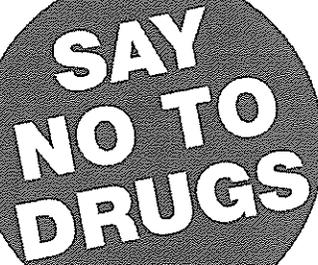
Pros	Cons
<ul style="list-style-type: none">• Simple collection process• Detects drugs that were used immediately prior to testing	<ul style="list-style-type: none">• Very short detection window (1 - 24 hours)• Several drugs including THC and other inhalants produce inconclusive results• More expensive than urine

Hair



Pros	Cons
<ul style="list-style-type: none">• Very long detection window (14 - 90 days)• Low opportunity to adulterate specimen• Numerous drugs can be tested	<ul style="list-style-type: none">• Longer time to have presence, therefore recent drug use is not detected• Not desired by most people• More expensive than urine and saliva

Student Drug Testing Frequently Asked Questions



**SAY
NO TO
DRUGS**

This document has been created to help foster dialogue with students and their families regarding the school district's student drug testing program. This document does not, however, constitute or amend the school district's policies.

What is the purpose of a student drug testing program?

The existence of student drug testing provides a helpful tool for students to use as an explanation when saying no to peers who are encouraging drug use. Schools that have a drug testing program attribute the success of deterring drug use to the impact the program has had on the students. Research shows that the longer a person delays experimentation with drugs, the less likely that person is to develop an addiction to them. The student drug testing program is instrumental in reinforcing the district's commitment to be a drug-free school and to provide an additional reason for a student to say "NO" to drug use.

Does the use of a drug testing program mean that the school has a drug problem?

Many students in the United States experiment with illegal drug use prior to graduating from high school. As stated above, the purpose of a student drug testing program is to deter students from using drugs. The drug testing program reflects the school district's strong institutional commitment to eliminate drug use by all students in our community.

Exactly how is urine testing conducted?

A school district representative will escort students to the testing area. Students must empty pockets and leave personal belongings in the designated area. Students will be tested discreetly and in gender separated groups by the third party testing firm. Each student must provide identification and consent to provide a clean specimen for drug testing. The certified technician will issue the student a labeled collection container that is sterile and sealed. The collector will obtain the specimen from the student, verify temperature and validity of the urine, and confirm the quantity is sufficient. The specimen must be at least 30 milliliters. Chain of custody procedures will be maintained throughout the process to ensure the correct identification of the urine sample and test results. Students return to class after a valid specimen is provided.

What if the student cannot produce a sample?

We understand there may be times when a student may have difficulty producing a urine sample on demand. In those instances, students will be provided water to drink and instructed to walk/exercise in a designated area under the supervision of a school district representative.

What drugs does the urine test detect?

Urine analysis will likely include, but not be limited to, testing for: Marijuana (including synthetic marijuana), Cocaine, Opiates, Amphetamines, Methamphetamine, Phencyclidine (PCP), Barbituates, Benzodiazepine, and Methylenedioxythamphetamine (MDMA).

How are positive test results determined?

All tests are conducted by a certified Substance Abuse and Mental Health Services Administration (SAMSHA) laboratory for testing. If a substance detected, the laboratory conducts confirmation tests using gas chromatography and mass spectrometry. A result is considered positive only if all three tests show an affirmative result. The results are verified and finalized by the Medical Review Officer (MRO). The confirmation testing assures that the information reported to the Medical Review Officer is highly accurate.

If a student takes prescription medication for a medical condition will the test result be positive?

When students provide a specimen they will not be asked to provide any information about medications they may be taking. If there is a substance in the specimen, a school district representative will contact the parent/guardian to inquire if legitimately prescribed medication may have led to the detection.

What should parents know about prescription medications

Taking prescription drugs that are not prescribed to you—or taking them in any way other than what is prescribed—can be as dangerous as taking an illegal drug. In addition to ensuring that students do not have access to prescription medications in the home, parents should avoid sharing, or disallow sharing with a sibling, any prescription drugs not legitimately prescribed to the child.

Is it possible that second-hand marijuana smoke or poppy seeds could cause a positive test result?

Federal guidelines which govern the manner in which tests are conducted make it impossible for a student to test positive for second-hand marijuana smoke or poppy seeds. It is certain that a student testing positive for either marijuana or opiates will have directly ingested these chemicals.

Will positive results be reported to the authorities?

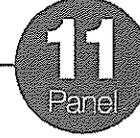
No. All drug test results will be treated as confidential information.

Primary Panels

The most common substances tested for in students are grouped in two primary panels. Either panel may be selected.



Amphetamines,
Marijuana,
Cocaine, Opiates,
Methamphetamines

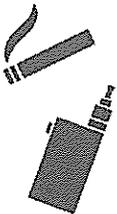


5 Panel + Ecstasy, PCP,
Barbiturates, Benzodiazepines,
Propoxyphene, Tricyclic
Antidepressants

Panel Pricing	Urine Test <i>Price per Test</i>	Saliva Test <i>Price per Test</i>	Hair Test <i>Price per Test</i>
5 Panel	\$14	\$18	\$55
11 Panel	\$18	\$24	\$75

Additional Substances

In addition to the standard substances that are in the two primary panels, there are various other substances that can be added to the testing panel. The most requested added substances include:



Nicotine Testing

Nicotine testing can determine whether recent tobacco use has occurred through various mediums such as electronic cigarettes (e-cigs), vaporizers (vapes), smokeless tobacco (chew/packets), cigarettes, cigars, pipe tobacco, and any product that contains nicotine. Nicotine testing is the detection of cotinine, the principle metabolite of nicotine. Any ingestion of nicotine will produce traces of cotinine in the body and can be detected after nicotine usage.



Synthetic THC Testing

Synthetic THC is well known as a drug of many names including K2, Spice, natural herbs, fake weed, Skunk, and many more. The chemicals in synthetic THC may alter, but the cannabinoids used in the drug can be detected. Synthetic THC testing detects metabolites of the most common ingredients of synthetic marijuana, CP 47497, JWH-018, JWH-073 and HU-210.



Alcohol Testing

Ethyl glucuronide or EtG is a metabolite of alcohol. It becomes present in the urine a short while after a person begins to drink beer, wine, or liquor, and then lasts for approximately 70 to 80 hours. An EtG urine alcohol test looks for this metabolite to indicate if a person has consumed alcohol over the past 3-4 days.

Additional Substance Pricing

\$4 per test when added to a primary panel



Compliance Consortium Corporation, LLC

Student Testing Procedures

- Day of testing, staff prepare restrooms in an unobtrusive area.
- Water access is restricted in restrooms. Blue dye is placed in the toilets and the sinks are secured.
- Students are brought to screening area
- Donor portion of CCF is completed by student.
- The student's identity will be verified by student ID or by a school representative.
- Collector reviews collection instructions with student and provides specimen container.
- Collector has student remove any unnecessary outer clothing (coats, sweaters, etc...) and leave any personal belongings (purses, backpacks, etc...) outside of restroom.
- Student is instructed to enter restroom and provide specimen.
- It is highly recommended that a same sex designated employee of the school be present in the restroom to monitor collections. (This helps eliminate any possibility of tampering and speeds up the process.)
- Student provides specimen in container to collector.
- Both student and collector are required to maintain visual contact with the specimen until tamper-evident seals is placed on container.
- Collector verifies that specimen temperature is between 90-100 degrees F.
- Collector inspects specimen for unusual color or other signs of adulteration.
- Collector checks specimen to verify that sufficient volume has been provided.
- Collector splits specimen into 2 containers.
- Paperwork is completed.
- Collector affixes specimen bottle seals to the containers and asks student to initial the seals indicating that it is their specimen.
- Student is then excused after containers and laboratory copies of CCF are sealed in specimen bag.
- Employer copy of CCF is provided to designated school representative
- Collector either drops specimen directly with or ships specimens overnight to our laboratory.



Compliance Consortium Corporation, LLC

Student Drug Pricing & Panels
(Performed at our lab...no steroids performed locally.
Steroids would be sent to Quest for an additional fee.
GC/MS confirmations are sent to Quest as well)

3 Panel Drug Screen	\$17.00 per test
Marijuana (THC), Amphetamine/Methamphetamine, Cocaine	
5 Panel Drug Screen.....	\$20.00 per test
3 panel plus: Opiates/Morphine and Phencyclidine (PCP)	
10 Panel Drug Screen	\$23.00 per test
5 panel plus: Benzodiazepine, Barbiturate, Methadone, Methaqualone and Propoxyphene	
Cotinine (Nicotine).....	\$2.00 addl
ETG (Long Term 80 hrs)-Alcohol detection.....	\$5.00 addl
Hair test.....	\$75.00 per test
Alcohol ETOH (Ethanol)	\$1.00 addl
Creatinine/ Specific gravity validity testing.....	No Charge
On-Site Observation.....	\$2.00 each
Observation at Compliance Consortium's location.....	\$25.00 each
GC/MS Confirmation (presumed positives only).....	\$35.00 per Screen
GC/MS Confirmation (EtG).....	\$40.00 per Screen
Medical Review Officer (presumed positives only).....	\$37.00 per Screen
Trip fee (cancellation without 24 hour notice).....	\$100.00



Compliance Consortium Corporation, LLC

Student Drug Pricing & Panels
(Performed at our lab...no steroids performed locally.
Steroids would be sent to Quest for an additional fee.
GC/MS confirmations are sent to Quest as well)

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Cotinine (Nicotine).....	\$2.00 addl
ETG (Long Term 80 hrs)-Alcohol detection.....	\$5.00 addl
Hair test.....	\$75.00 per test
Alcohol ETOH (Ethanol)	\$1.00 addl
Creatinine/ Specific gravity validity testing.....	No Charge
On-Site Observation.....	\$2.00 each
Observation at Compliance Consortium's location.....	\$25.00 each
GC/MS Confirmation (presumed positives only).....	\$35.00 per Screen
GC/MS Confirmation (EtG).....	\$40.00 per Screen
Medical Review Officer (presumed positives only).....	\$37.00 per Screen
Trip fee (cancellation without 24 hour notice).....	\$100.00



Compliance Consortium Corporation, LLC

Student Testing Procedures

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- Paperwork is completed.
- Collector affixes specimen bottle seals to the containers and asks student to initial the seals indicating that it is their specimen.
- Student is then excused after containers and laboratory copies of CCF are sealed in specimen bag.
- Employer copy of CCF is provided to designated school representative
- Collector either drops specimen directly with or ships specimens overnight to our laboratory.



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Student Drug Testing Program Frequently Ask Questions

What is drug testing?

Some schools, hospitals, or places of employment conduct drug testing. There are a number of ways this can be done, including: pre-employment testing, random testing, reasonable suspicion/cause testing, post-accident testing, return to duty testing, and follow-up testing. This usually involves collecting urine samples to test for drugs such as marijuana, cocaine, amphetamines, PCP, and opiates.

Following models established in the workplace, some schools have initiated random drug testing and/or reasonable suspicion/cause testing. During random testing schools select, using a random process (like flipping a coin), one or more individuals from the student population to undergo drug testing. Currently, random drug testing can only be conducted among students who participate in competitive extracurricular activities. Reasonable suspicion/cause testing involves a school requiring a student to provide a urine specimen when there is sufficient evidence to suggest that the student may have used an illicit substance. Typically, this involves the direct observations made by school officials that a student has used or possesses illicit substances, exhibits physical symptoms of being under the influence, and has patterns of abnormal or erratic behavior.

Why do some schools want to conduct random drug tests?

Schools that have adopted random student drug testing are hoping to decrease drug abuse among students via two routes. First, schools that conduct testing hope that random testing will serve as a deterrent, and give students a reason to resist peer pressure to take drugs. Secondly, drug testing can identify adolescents who have started using drugs so that interventions can occur early, or identify adolescents who already have drug problems, so they can be referred for treatment. Drug abuse not only interferes with a student's ability to learn, but it can also disrupt the teaching environment, affecting other students as well.

Is student drug testing a stand-alone solution, or do schools need other programs to prevent and reduce drug use?

Drug testing should never be undertaken as a stand-alone response to a drug problem. If testing is done, it should be a component of broader prevention, intervention and treatment programs, with the common goal of reducing students' drug use.

If a student tests positive for drugs, should that student face disciplinary consequences?

The primary purpose of drug testing is not to punish students who use drugs but to prevent drug abuse and to help students already using become drug-free. The results of a positive drug test should be used to intervene with students who do not yet have drug problems, through counseling and follow-up testing. For students that are diagnosed with addiction, parents and a school administrator can refer them to effective drug treatment programs, to begin the recovery process.

Why test teenagers at all?

Teens are especially vulnerable to drug abuse, when the brain and body are still developing. Most teens do not use drugs, but for those who do, it can lead to a wide range of adverse effects on the brain, the body, behavior and health.

Short term: Even a single use of an intoxicating drug can affect a person's judgment and decision-making—resulting in accidents, poor performance in a school or sports activity, unplanned risky behavior, and the risk of overdosing.



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Long term: Repeated drug abuse can lead to serious problems, such as poor academic outcomes, mood changes (depending on the drug: depression, anxiety, paranoia, psychosis), and social or family problems caused or worsened by drugs.

Repeated drug use can also lead to the disease of addiction. Studies show that the earlier a teen begins using drugs, the more likely he or she will develop a substance abuse problem or addiction. Conversely, if teens stay away from drugs while in high school, they are less likely to develop a substance abuse problem later in life.

How many students actually use drugs?

Drug use among high schools students has dropped significantly since 2001. In December, the 2006 Monitoring the Future study of 8th, 10th, and 12th graders showed that drug use had declined by 23 percent since 2001.

Despite this marked decline, much remains to be done. Almost 50 percent of 12th graders say that they've used drugs at least once in their lifetime, and 18 percent report using marijuana in the last month. Prescription drug abuse is high—with nearly 1 in 10 high school seniors reporting non-medical use of the prescription painkiller Vicodin in the past year.

What testing methods are available?

There are several testing methods available that use urine, hair, oral fluids, and sweat (patch). These methods vary in cost, reliability, drugs detected, and detection period. Schools can determine their needs and choose the method that best suits their requirements, as long as the testing kits are from a reliable source.

Which drugs can be tested for?

Various testing methods normally test for a "panel" of drugs. Typically, a drug panel tests for marijuana, cocaine, opioids, amphetamines, and PCP. If a school has a particular problem with other drugs, such as MDMA, GHB, or steroids, they can include testing for these drugs as well.

What about alcohol?

Alcohol is a drug, and its use is a serious problem among young people. However, alcohol does not remain in the blood long enough for most tests to detect recent use. Breathalyzers and oral fluid tests can detect current use. Adolescents with substance abuse problems are often polydrug users (they use more than one drug) so identifying a problem with an illicit or prescription drug may also suggest an alcohol problem.

How accurate are drug tests? Is there a possibility a test could give a false positive?

Tests are very accurate but not 100 percent accurate. Usually samples are divided so if an initial test is positive a confirmation test can be conducted. Federal guidelines are in place to ensure accuracy and fairness in drug testing programs.

Can students "beat" the tests?

Many drug-using students are aware of techniques that supposedly detoxify their systems or mask their drug use. Popular magazines and Internet sites give advice on how to dilute urine samples, and there are even companies that sell clean urine or products designed to distort test results. A number of techniques and products are focused on urine tests for marijuana, but masking products increasingly are becoming available for tests of hair, oral fluids, and multiple drugs.



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Most of these products do not work, are very costly, are easily identified in the testing process and need to be on hand constantly, because of the very nature of random testing. Moreover, even if the specific drug is successfully masked, the product itself can be detected, in which case the student using it would become an obvious candidate for additional screening and attention. In fact, some testing programs label a test "positive" if a masking product is detected.

Is random drug testing of students legal?

In June 2002, the U.S. Supreme Court broadened the authority of public schools to test students for illegal drugs. Voting 5 to 4 in *Pottawatomie County v. Earls*, the court ruled to allow random drug tests for all middle and high school students participating in competitive extracurricular activities. The ruling greatly expanded the scope of school drug testing, which previously had been allowed only for student athletes.

Just because the U.S. Supreme Court said student drug testing for adolescents in competitive extracurricular activities is constitutional, does that mean it is legal in my city or state?

A school or school district that is interested in adopting a student drug testing program should seek legal expertise so that it complies with all federal, state, and local laws. Individual state constitutions may dictate different legal thresholds for allowing student drug testing. Communities interested in starting student drug testing programs should become familiar with the law in their respective states to ensure proper compliance.

What has research determined about the utility of random drug tests in schools?

There is not very much research in this area, and the early research shows mixed results. A study published in 2003 (Goldberg et al, *J. Adolesc Health*, 32: 16-25, 2003) found that student athletes whose schools participated in randomized drug testing reported lower drug use rates compared to those in schools that did not drug test. However, most drug use risk factors, including norms of use, belief in lower risk of drugs, and poorer attitudes toward school, increased among athletes in schools that conducted drug testing. It must be noted that this was a pilot study with a relatively small sample size making a larger randomized study necessary before any conclusions can be drawn regarding the effectiveness of random drug testing.

Created September 2007

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Use of Trained Dogs

The District reserves the right to use trained dogs to conduct screening for concealed prohibited items. Such procedures shall be unannounced. The dogs shall not be used with students; however, students may be asked to leave personal belongings in an area that will be screened. If a dog alerts to an item or an area, it may be searched by District officials.

★ **Random Drug-
Testing Program**

The District requires the random drug-testing of any student in grades 9-12 who chooses to participate in school-sponsored extracurricular activities.

The Superintendent shall develop regulations for the implementation of the District's random student drug-testing program that address the following:

1. Covered activities and purpose of the program;
2. Written consent and confidentiality of results;
3. Testing procedures and collection process; and
4. Applicable consequences.

Appeal

A student or parent may appeal a decision made under the random drug-testing program in accordance with FNG(LOCAL). The student shall be ineligible for participation in extracurricular activities while the appeal is pending.

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Use of Trained Dogs

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 **Random Drug-
Testing Program**

The District requires the random drug-testing of any student in grades 7-12 who chooses to participate in school-sponsored extracurricular activities.

The Superintendent shall develop regulations for the implementation of the District's random student drug-testing program that address the following:

1. Covered activities and purpose of the program;
2. Written consent and confidentiality of results;
3. Testing procedures and collection process; and
4. Applicable consequences.

Appeal

A student or parent may appeal a decision made under the random drug-testing program in accordance with FNG(LOCAL). The student shall be ineligible for participation in extracurricular activities while the appeal is pending.

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Use of Trained Dogs

The District reserves the right to use trained dogs to conduct screening for concealed prohibited items. Such procedures shall be unannounced. The dogs shall not be used with students; however, students may be asked to leave personal belongings in an area that will be screened. If a dog alerts to an item or an area, it may be searched by District officials.



**Random Mandatory
Drug-Testing
Program**

The District requires drug testing of any student in grades 7–12 who chooses to participate in school-sponsored, competitive extracurricular activities. The District also requires drug testing of any student in grades 9–12 who obtains a permit to park a vehicle on school property.

Covered Activities

School-sponsored, competitive extracurricular activities in grades 9–12 shall include the following activities:

- All University Interscholastic League (UIL)-sponsored athletic, fine arts, and academic programs;
- Cavalettes;
- Red Rubies;
- Student athletic trainers;
- Color guard;
- Winter guard;
- Powerlifting;
- Speech and debate;
- Texas Forensics Association;
- FFA;
- 4-H;
- Theater arts;
- Technical theater;
- VASE and Scholastic;
- HOSA;
- Model UN;
- DECA;
- Cavs Crew;
- Mock Trial;

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- Film crew; and
- LT Fiddlers.

School-sponsored, competitive extracurricular activities in grades 7–8 shall include the following activities:

- All UIL-sponsored athletic, fine arts, and academic programs;
- Dance;
- Cheer;
- Color guard;
- VASE;
- FFA; and
- 4-H.

Scope	A student participating in these activities or obtaining a parking permit shall be tested for the presence of illegal drugs randomly throughout the school year.
Purpose	The purposes of the drug-testing program are to help enforce a drug-free educational environment, deter student use of illegal drugs, and educate students regarding the harm caused by the use of illegal drugs.
Distribution of Policy	The District shall provide each parent and student a copy of the drug-testing policy and consent form prior to the student's participation in an affected activity.
Consent	Before a student is eligible to participate in any school-sponsored, competitive extracurricular activity or to obtain a parking permit, the student shall be required annually to sign a consent form agreeing to be subject to the rules and procedures of the drug-testing program. If the student is under the age of 18, the student's parent or guardian shall also sign a consent form. If appropriate consent is not given, the student shall not be allowed to participate in the school-sponsored, competitive extracurricular activities or to obtain a parking permit.
Use of Results	<p>Drug test results shall be used only to determine eligibility for participation in school-sponsored, competitive extracurricular activities and a parking permit. Positive drug test results shall not be used to impose additional disciplinary sanctions.</p> <p>Positive drug test results shall not result in academic penalties or affect a student's grade in any curricular class associated with the extracurricular activity. If participation in the extracurricular activity</p>

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is required for a class, the student may be required to satisfy participation requirements in alternative ways.

Nevertheless, nothing in this policy shall limit or affect the application of state law, local policy, or the Student Code of Conduct. A student who commits a disciplinary offense shall be subject to consequences in accordance with the Student Code of Conduct.

Confidentiality

Drug-testing results shall be confidential and shall be disclosed only to the student, the student's parent, and designated District officials who need the information in order to administer the drug-testing program. Drug test results shall not be maintained with a student's academic record. Results shall not be otherwise disclosed except as required by law.

Testing Laboratory

The Board shall contract with a certified drug-testing laboratory to conduct testing of students' urine samples.

Testing laboratories shall not release statistics regarding the rate of positive drug tests to any person or organization without consent of the District.

Substances for Which Tests Are Conducted

The District shall make available to students and parents a list of the exact substances for which tests will be conducted.

Collection Procedures

Personnel from the drug-testing laboratory shall collect urine samples under conditions that are no more intrusive than the conditions experienced in a public restroom. When selected for testing, a student shall be escorted to the school's testing site by a District employee and shall remain under adult supervision until the student provides a sample. The supervision shall be done by an individual of the same gender as the student and shall be present when any samples are collected.

Random Testing

Random tests shall be conducted throughout the school year. The Superintendent or his designee shall determine the number of times the random tests will occur but shall administer no less than four tests in a school year.

No less than five percent of the students participating in the program shall be randomly selected for each random test date. The drug-testing laboratory shall use a random selection method to identify students chosen for random testing. Students shall not receive prior notice of the testing date or time.

Refusal to Test or Tampering

A student who refuses to be tested when selected or who is determined to have tampered with a sample shall be deemed to have a positive test result and shall be subject to the appropriate consequences depending on previous positive test results, if any.

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	<p>If a student is absent on the day of the random test, a sample shall be collected on the next random testing date.</p>
<p>Confirmation of Positive Results</p>	<p>An initial positive test shall be confirmed by a second and third test of the same specimen before being reported as positive.</p> <p>The student or parent shall have three school days following notification to provide a medical explanation for a positive result.</p>
<p>Drug Abuse Prevention</p>	<p>The District shall notify the parent and student of drug abuse prevention resources available in the area.</p>
<p>Consequences</p>	<p>The Superintendent shall develop administrative regulations regarding the consequences of positive test results.</p>
<p>Appeals</p>	<p>A student or parent may appeal a decision made under this policy in accordance with FNG(LOCAL). Consequences shall not be deferred pending the outcome of the appeal.</p>
<p>Voluntary Drug-Testing Program</p>	<p>Any parent or guardian whose minor student in grades 7–12 is not subject to the District’s mandatory drug-testing program may request that his or her child be tested under the District’s drug-testing program.</p> <p>To register for this program, the parent or guardian shall enroll his or her student in the program and submit to the Superintendent or designee a signed consent form. The District shall include such a student in the random testing pool in the same manner as other students in the program and shall apply the same testing procedures.</p>

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Use of Trained Dogs The District reserves the right to use trained dogs to conduct screening for concealed prohibited items. Such procedures shall be unannounced. The dogs shall not be used with students; however, students may be asked to leave personal belongings in an area that will be screened. If a dog alerts to an item or an area, it may be searched by District officials.

★ **Random Drug-Testing Program** The District requires the random drug-testing of any student in grades 9–12 who chooses to participate in school-sponsored extracurricular activities or requests a permit to park a vehicle on school property.

Covered Activities School-sponsored extracurricular activities for which testing is required include all extracurricular activities.

Scope A student participating in these activities or requesting a parking permit shall be randomly tested throughout the school year for the presence of illegal drugs and alcohol.

Purpose The purposes of the drug-testing program are to ensure the health and safety of all students in extracurricular activities and students seeking parking permit privileges; deter student use of illegal and performance-enhancing drugs or alcohol; offer students a credible means to resist peer pressure as it relates to the use of illegal and performance-enhancing drugs and alcohol; and provide a source of information to parents of any student who may be using illegal and performance-enhancing drugs or alcohol.

Distribution of Policy The District shall make available to each parent and student a copy of the drug-testing policy and consent form prior to the student's participation in an affected activity or receipt of a parking permit.

Orientation The District shall provide orientation for interested parents and all student participants.

The orientation shall explain the District's drug-testing program, review the policy and consent form, and provide an educational presentation on the harmful effects of drug and alcohol abuse.

Student participation in the orientation is mandatory; however, parent participation is not required.

Consent Before a student is eligible to participate in extracurricular activities or to receive a parking permit, the student shall be required annually to sign a consent form agreeing to be subject to the rules and procedures of the drug-testing program. If the student is under the age of 18, the student's parent or guardian shall also sign a consent form. If appropriate consent is not given, the student shall not be allowed to participate in extracurricular activities or to receive a parking permit.

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Use of Results	<p>Drug test results shall be used only to determine eligibility for a parking permit and participation in extracurricular activities. Positive drug test results shall not be used to impose disciplinary sanctions or academic penalties.</p> <p>Nevertheless, nothing in this policy shall limit or affect the application of state law, local policy, or the Student Code of Conduct. A student who commits a disciplinary offense shall be subject to consequences in accordance with the Student Code of Conduct.</p>
Confidentiality	<p>Drug-testing results shall be confidential and shall be disclosed only to the student, the student's parent, and designated District officials who need the information in order to administer the drug-testing program. Drug test results shall not be maintained with a student's academic record. Results shall not be otherwise disclosed except as required by law.</p>
Testing Laboratory	<p>The Board shall contract with a certified drug-testing laboratory to conduct testing of students' urine samples.</p> <p>Testing laboratories shall not release statistics regarding the rate of positive drug tests to any person or organization without consent of the District.</p>
Substances for Which Tests Are Conducted	<p>The District shall make available to students and parents a list of the exact substances for which tests will be conducted.</p>
Collection Procedures	<p>Personnel from the drug-testing laboratory shall collect urine samples under conditions that are no more intrusive than the conditions experienced in a public restroom. When selected for testing, a student shall be escorted to the school's testing site by a District employee and shall remain under employee supervision until the student provides a sample. A student shall produce a sample within a closed restroom stall. A District employee of the same gender as the student shall be present when any samples are collected.</p>
Random Testing	<p>Random tests shall be conducted on as many as nine dates throughout the school year.</p> <p>No less than 40 students and no more than 90 students participating in the program shall be randomly selected for each random test date. The drug-testing laboratory shall use a random selection method to identify students chosen for random testing. Students shall not receive prior notice of the testing date or time.</p>
Refusal to Test or Tampering	<p>A student who refuses to be tested when selected or who is determined to have tampered with a sample shall be deemed to have a positive test result and shall be subject to the appropriate consequences depending on previous positive test results, if any.</p>

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	<p>If a student is absent on the day of the random test, a sample shall be collected on the next random testing date.</p>
<p>Confirmation of Positive Results</p>	<p>An initial positive test shall be confirmed by a second test of the same specimen before being reported as positive.</p> <p>Upon receiving results of a positive drug test, the District shall communicate with the student, the student's parent, and the coach or sponsor of the extracurricular activity, as applicable, to review the test results and discuss consequences.</p> <p>Upon request, a medical review shall be conducted by the medical review officer (MRO), certified by the American Association of Medical Review Officers (AAMRO). If there is a medical reason for the positive test result, the parent shall be asked to provide the prescription to the MRO within three business days. The MRO shall verify the student's prescription with the doctor and pharmacy. If confirmed, the MRO shall report a negative test result.</p>
<p><i>Retesting</i></p>	<p>Following confirmation of a positive test, the student shall be re-tested on the next three random test dates so long as the student wishes to participate in extracurricular activities or park a vehicle on school property.</p>
<p>Drug Abuse Prevention</p>	<p>The District shall notify the parent and student of drug and alcohol abuse prevention resources available in the area.</p>
<p>Consequences</p>	<p>Consequences of positive test results shall be cumulative through the end of the current school year.</p>
<p><i>First Offense</i></p>	<p>Upon a first offense of receiving a confirmed positive drug test, a student shall be suspended from participation in any extracurricular activity, and the student's parking permit shall be suspended, for 15 calendar days following the date the student and parent are notified of the test results.</p> <p>During the period of suspension, the student may participate in practices in accordance with administrative regulations but not in any competitive activities or performances.</p>
<p><i>Second Offense</i></p>	<p>Upon a second offense of receiving a confirmed positive drug test, a student shall be suspended from participation in any extracurricular activity, and the student's parking permit shall be suspended, for 30 calendar days following the date the student and parent are notified of the test results.</p> <p>During the period of suspension, the student may participate in practices in accordance with administrative regulations but not in any competitive activities or performances.</p>

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Third Offense

Upon a third offense of receiving a confirmed positive drug test, a student shall be suspended from participation in any extracurricular activity for one calendar year following the date the student and parent are notified of the test results.

During the period of suspension, the student shall not be permitted to participate in practices.

District administrators shall determine whether the student will need to have his or her schedule changed and how parking privileges will be addressed as a result of the suspension based on the student's educational needs and in accordance with administrative regulations.

Appeals

A student or parent may appeal a decision made under this policy in accordance with FNG(LOCAL). The student shall be ineligible for participation in extracurricular activities or reinstatement of parking privileges while the appeal is pending.

**Voluntary Drug-
Testing**

The parent of a student in grades 9–12 who is not subject to random drug testing under the District's program can submit a signed request form for his or her student to be included in the voluntary testing pool.

Upon receiving results of a positive drug test for a student in the voluntary pool, the District shall communicate the results to the student's parent.

HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: February 17, 2020

Subject: DOI Update

Administrator Responsible/Position: Marivel Sedillo, CHRO

A. Purpose of Agenda Item:

Action needed

Information only

Receive input

B. Authority for This Action:

Law or Rule (Texas Education Code 22.004i); N/A

Policy CRD Legal and Local

C. Goal or Need Addressed: Amend the DOI plan in order to provide alternative group health coverage to our employees in addition to the health coverage made available by TRS ActiveCare without opting out of the program as described in 34 Texas Administrative Code 41.30(a)(4).

UPDATE: The District Leadership Team (DLT) met on February 4, 2020 to discuss amending the DOI plan. The DLT unanimously voted in favor of increased local control of the group health benefits plan in order to allow the District to be more responsive to employee and community needs.

D. Summary:

Previous board action relating to this item – Board approved the resolution to amend the DOI plan on January 27, 2020.

Future action anticipated – March 2020

Background information – Approved DOI Plan on December 17, 2018

E. Scope of Options Reviewed:

Reasons for rejecting alternatives:

F. Comments Received:

Cabinet DLT FBOC Teacher Org. Reps. Other _____

From public -

G. Administrative Recommendation:

Advantages/benefits of this proposal – Provide our employees an alternative health plan.

H. Fiscal Impact and Cost: Amount: \$ _____

Budget Bond Grant/Special Funds Other _____

Prior Year Spending - \$ _____

Future/Ongoing -

I. Monitoring and Reporting Time Line:

Person responsible for evaluating this decision or action -
Marivel Sedillo, CHRO

Evaluation method and time line –

Next report to the board –

**HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT INNOVATION
PLAN AMENDMENT TO CURRENT LOCAL INNOVATION PLAN**

AREA OF INNOVATION

With regard to each area of innovation, the District declares exemption from the listed statutory provisions, as well as any implementing rules or regulations promulgated pursuant to those statutory provisions by any state agency or entity, including but not limited to the Commissioner of Education, Texas Education Agency, State Board for Educator Certification, and State Board of Education.

1. **Preclusion from providing alternative Uniform Group Coverage Program once the program of coverages under Chapter 1579, Insurance Code is implemented.**

Exemption from: TEC §22.004(i)

Related Board Policies: HCISD CRD (LEGAL) and CRD (LOCAL)

Manner in which statute inhibits the goals of the plan

TEC §22.004 (i) states that a school district may not make group health coverage available to its employees pursuant to TEC 22.004(b) after the date a District implements the program of coverages provided under Chapter 1579 of the Texas Insurance Code. The current process allows no flexibility in the design of group health insurance benefits to fit the needs of all Hays Consolidated ISD employees. This provision also prohibits the District from procuring group health insurance benefits that may provide better coverages for its employees and at a lower cost. This provision is in direct contradiction to the wishes of the local Board of Trustees who represent community interests in this matter.

On January 27, 2020, the Board of Trustees adopted findings declaring that Texas Education Code 22.004 is not in any of the prohibited exemptions that can be included in a District's local innovation plan pursuant to Texas Education Code 12A.004 and the list of the Commissioner's prohibited exemptions in Texas Administrative Code Title 19, Chapter 102, subchapter JJ, Section 102.1309.

Innovation for HaysCISD:

Increased local control of the group health benefits plan to allow the District to be responsive to employee and community needs.

**HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT
BOARD OF TRUSTEES**

Date: February 24, 2020

Subject: Reimbursement Resolution for 2020 Bond Projects

Administrator Responsible/Position: Max Cleaver, Chief Operations Officer

A. Purpose of Agenda Item:

Action needed Information only Receive input

B. Authority for This Action:

Local Policy Law or Rule N/A

C. Goal or Need Addressed:

Provide school facilities to meet enrollment projections.

Summary:

Previous board action relating to this item:

On May 28, 2019, the Board approved a \$1M Reimbursement Resolution which was adequate to cover the anticipated reimbursable items at that time. Since then, the District has selected a new architect for the proposed elementary school in the Sunfield Development prompting the need to modify the current resolution.

Future action anticipated -

Background information –

On February 6, 2020, the Board called for a May 2, 2020 Bond election containing six propositions. The single specific purpose for Proposition A is “Accommodating School District Growth” and Proposition B is “Renovating and Rehabilitating District Assets”. These propositions contain provisions for a new elementary school in the Sunfield Development, expansions and improvements to middle school and elementary school campuses, and HVAC replacement, among other items. If the bond election is successful, it is the District’s intention to be “shovel ready” to construct several of the projects as soon as practicable thereafter, per the table contained in this document.

The district expects certain costs will be incurred, namely design fees, survey fees, and geotechnical survey fees before future bonds are issued, which represent expenditures appropriately chargeable to future bonds. The purpose of the attached resolution is to allow the district to expend general funds on certain projects included in the May 2020 Bond before the bonds are actually sold.

The administration expects the sale would occur 90 to 120 days after the passage of the bond election. Reimbursable expenditures will be made using the general fund, which would then be reimbursed after the bonds are sold.

If a future bond election is not successful, expenditures contemplated under this resolution would remain in the general fund.

D. Scope of Options Reviewed:

Reasons for rejecting alternatives:

E. Comments Received:

Cabinet DLT FBOC Teacher Org. Reps. Other
 Staff made recommendation to be shovel ready on several of the proposed projects

From public – Public Forums – January 11, 2020, January 13, 2020, and January 15, 2020

F. Administrative Recommendation:

Consideration and possible approval of a revised Reimbursement Resolution for certain 2020 Bond Projects

- Advantages/benefits of this proposal –
- Expected results in terms of student benefit/achievement -
- Possible problems or disadvantages of this proposal -
- Affect of this action on other parts of the system -
- Consequences of not approving recommendation -

G. Fiscal Impact and Cost: Amount: \$ TBD

Budget Bond Grant/Special Funds Other

Project	Architect	Fee %	Est. Const. Cost	Total Est Fee	Status on 4/30	Percent of Total Fee	Est. Cost on 4/30
Sunfield ES	Huckabee	6.5%	\$31,051,424	\$2,018,343	100% CD	70%	\$1,412,840
MMS	OCR	6.5%	\$7,419,113	\$482,242	50% DD	25%	\$120,561
DMS	OCR	6.5%	\$15,336,947	\$996,902	50% DD	25%	\$249,225
BMS	OCR	6.5%	\$3,127,075	\$203,260	50% DD	25%	\$50,815
EGES	OCR	6.5%	\$7,531,249	\$489,531	50% DD	25%	\$122,383
EGES HVAC	OCR	6.5%	\$2,741,707	\$178,211	50% DD	25%	\$44,553
Survey and Geotech	Various	Various	N/A	N/A	Complete	N/A	\$225,000
Total							\$2,225,376
May 28, 2019 Board adopted resolution for anticipated reimbursable items							-\$1,000,000
Added amount requested for approval for additional anticipated reimbursable items							\$1,225,376

Prior Year Spending - \$ N/A

Future/Ongoing -

H. Monitoring and Reporting Time Line:

Person responsible for evaluating this decision or action:
 Max Cleaver

Evaluation method and time line -
 Staff anticipates the following design milestones:

February 17, 2020	Board Considers Reimbursement Resolution for 2020 Bond
February 24, 2020	Board Update of Sunfield ES SD/DD
March 6, 2020	Bartlett-Cocke provides Sunfield ES SD/DD cost estimate
March 9, 2020	OCR Bid Package 1 SD Complete
March 10, 2020	FBOC review of Sunfield ES SD/DD and cost estimate
March 23, 2020	Board update of Sunfield SD/DD and cost estimate
March 30, 2020	Board considers approval of Sunfield ES SD/DD package
	Bartlett-Cocke Provides Cost estimate for OCR Bid Package 1 SD
April 7, 2020	Huckabee completion of 95% CD Sunfield ES
April 9, 2020	FBOC review of OCR Bid Package 1 SD and cost estimate
April 20, 2020	Board Update of OCR Bid Package 1 SD
April 24, 2020	Huckabee completion of 100% CD Sunfield ES
April 27, 2020	Board Update of Sunfield ES CD
	Board Considers Approval of OCR Bid Package 1 SD
May 1, 2020	OCR Bid Package 1 DD Complete
May 2, 2020	Bond Election
May 11, 2020	Bartlett Cocke Provides estimate for OCR Bid Package 1 DD
May 14, 2020	Bid Day Sunfield ES (begin evaluation and value engineering)
May 18, 2020	Board update of bid day activity for Sunfield ES
	Board Update of OCR Bid Package 1 DD
May 21, 2020	GMP letter for Sunfield ES finalized and delivered
May 22, 2020	Hays CISD posts agenda for BOT meeting
May 28, 2020	Board considers approval of Sunfield ES GMP
June 1, 2020	Notice to proceed to Bartlett-Cocke for Sunfield ES
June 15, 2020	Board Update of OCR Bid Package 1 CD
July 6, 2020	OCR Bid Package 1 CD Complete
August 6, 2020	Bid Day for OCR Bid Package 1
August 13, 2020	GMP letter for OCR Bid Package 1 finalized and delivered
August 17, 2020	Board Update for OCR Bid Package 1 GMP
August 24, 2020	Board Considers Approval of OCR Bid Package 1 GMP
August 25, 2020	Notice to proceed to Bartlett-Cocke for OCR Bid Package 1

Next report to the board –

I. Suggested Motion:

I move the board approve the Reimbursement Resolution for the 2020 Bond, as presented.

**RESOLUTION EXPRESSING INTENT TO REIMBURSE
CAPITAL EXPENDITURES**

WHEREAS, on February 6, 2020, the Board of Trustees (the “Board”) of the Hays Consolidated Independent School District (the “Issuer”) ordered a bond election to obtain the approval of voters to authorize the issuance of school building bonds to finance the design, construction, acquisition, rehabilitation, renovation, expansion, improvement and equipment of school buildings in the District (collectively, the “Projects”), including the acquisition of sites therefor and the purchase of new school buses; and

WHEREAS, the Issuer desires to reimburse itself for capital expenditures of designing, constructing, acquiring, rehabilitating, renovating, expanding, improving and equipping the Projects, including expenditures for the acquisition of sites for the Projects and the purchase of new school buses, which the Issuer will pay from its General Fund, with the proceeds of tax-exempt obligations to be issued subsequent to the payment of such capital expenditures; and

NOW, THEREFORE, be it resolved by the Board that:

Section 1. The Issuer hereby expresses its intent to reimburse itself for certain capital expenditures paid and to be paid in connection with the design, construction, acquisition, rehabilitation, renovation, expansion, improvement and equipment of the Projects, including expenditures for the acquisition of sites for the Projects and the purchase of new school buses, from the proceeds of tax-exempt obligations to be issued subsequent to the payment of all or a portion of such capital expenditures.

Section 2. In lieu of incurring debt at this time, the Issuer expects to pay the capital expenditures associated with certain design, construction, acquisition, rehabilitation, renovation, expansion, improvement and equipment of the Projects, including expenditures for the acquisition of sites for the Projects and the purchase of new school buses, from the Issuer’s General Fund.

Section 3. The Issuer expects that debt service on the tax-exempt obligations to be issued to reimburse the Issuer for the capital expenditures to be paid in connection with the design, construction, acquisition, rehabilitation, renovation, expansion, improvement and equipment of the Projects, including expenditures for the acquisition of sites for the Projects and the purchase of new school buses, will be paid from the Issuer’s ad valorem taxes.

Section 4. The maximum principal amount of tax-exempt obligations to be issued to reimburse capital expenditures for the design, construction, acquisition, rehabilitation, renovation, expansion, improvement and equipment of the Projects, including expenditures for the acquisition of sites for the Projects and the purchase of new school buses, is not expected to exceed \$2,230,000.

Section 5. By adoption of this resolution, the Board intends to amend and restate the resolution adopted on May 28, 2019 expressing the District’s intention to reimburse certain expenditures, as expressed therein. In addition, all orders or resolutions or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters contained herein.

[Signature Page Follows]

PASSED AND APPROVED this 24th day of February 2019.

President, Board of Trustees

ATTEST:

Secretary, Board of Trustees

(SEAL)

**HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT
BOARD OF TRUSTEES**

Date: February 24, 2020

Subject: Consideration and possible of Adoption of Resolution Proclaiming February as Career and Technical Education Month

Administrator Responsible/Position: Dr. Eric Wright, Superintendent of Schools

A. Purpose of Agenda Item:

Action Needed Information Only Receive Input

B. Authority for This Action

Local Policy Law or Rule N/A

C. Goal or Need Addressed:

The citizens of Hays CISD will recognize February as Career and Technical Education Month as a time to identify and honor educators, students and business partners who are involved in CTE programs.

D. Summary:

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

Every February, the CTE community celebrates CTE Month to raise awareness of the role that CTE has in readying our students for careers and college. CTE month is also a time to recognize and celebrate the CTE community members' achievements and accomplishments.

E. Scope of Options Reviewed:

Reasons for rejecting alternatives -

F. Comments Received:

Cabinet DLT FBOC Teacher Org. Reps. Other _____
 From public -

All agenda items are reviewed by the Superintendent's Cabinet.

G. Administrative Recommendation:

The administration recommends the board adopt the Resolution Proclaiming February as Career and Technical Education Month as presented.

H. Fiscal Impact and Cost:

Amount \$ 0

Budget – General Operating Fund Bond Grant/Special Funds Other _____

Prior Year Spending: \$ _____

Future/Ongoing: \$ _____

I. Suggested Motion

I move that the Board adopt the Resolution Proclaiming February as Career and Technical Education Month as presented.

RESOLUTION PROCLAIMING FEBRUARY AS CAREER AND TECHNICAL EDUCATION MONTH

WHEREAS, February 1-29, 2020, has been designated National Career and Technical Education Month; and

WHEREAS, about 1.4 million Texas secondary students are enrolled in one or more career and technical education (CTE) courses in 1,200 school districts and charter schools through the state; and

WHEREAS, career and technical education has offered students the opportunity for more than a century to gain the academic, technical and employability skills necessary for true career readiness; and

WHEREAS, students in career and technical education programs participate in authentic, meaningful experiences which improve the quality of their education by offering opportunities to apply academic knowledge and skills from across the curriculum; and

WHEREAS, career and technical education is a vital and integral part of the Foundation High School Program, offering students pathways to earn recognized endorsements, performance acknowledgments, and industry-valued credentials; and

WHEREAS, the state's nine career and technical student organizations: BPA, DECA, Educators Rising (Texas Association of Future Educators), FBLA, FCCLA, FFA, HOSA, SkillsUSA, and TSA, instill in their members the values, knowledge, and skills to be patriotic citizens prepared to fully engage as effective leaders in the formidable and noble task of self-government in our constitutional republic; and

WHEREAS, career and technical education provides students with career exploration opportunities early in their educational experiences, which enables them to make informed and beneficial decisions about their academic coursework as well as the pursuit of established programs of study and career pathways; and

WHEREAS, leaders from business and industry nationwide report increasing challenges related to the skills gap and connecting qualified professionals with an available career in critical and growing CTE-related fields; and

WHEREAS, career and technical education prepares students for fulfilling careers by offering programs of study that link secondary and post-secondary education and significantly contribute to college readiness; and

WHEREAS, ensuring that employers have access to a qualified workforce is a crucial step in ensuring productivity among the business and industry communities as well as continued American economic growth and global competitiveness;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hays Consolidated ISD declare February 2020 as Career and Technical Education Month and urge all Texans to become familiar with the outstanding curriculum delivered by exceptional career and technical education teachers in communities across the state, and to support and participate in their programs to enhance individual skills and productivity.

Adopted this _____ day of February, 2020.

Hays Consolidated ISD

By: _____
Esperanza Orosco, Board President

By: _____
Vanessa V. Petrea, Secretary

Hays CISD

Board of Trustees Operating Procedures



Board Meetings

While Board Meetings are for the purpose of the Board conducting the business of the District in public, they are not public forums for the purpose of securing interaction with the public.

Developing the Board Meeting Agenda (Ref Policy BE)

- ▶ Agendas
 - The Superintendent will develop all Board Meeting agendas in collaboration with the Board President.
 - Items discussed at previous Board Meetings which are proposed for inclusion by more than one board member at a future meeting will also be added when appropriate.
 - Board Members must request to the Board President and Superintendent in writing, any item(s) they wish to have considered for placement on the agenda.
 - Items may be placed on the agenda by the Superintendent, the Board President, any Board Member with approval of the President, or through a request by any two Board Members.
 - No item can be placed on the agenda less than ten days in advance of the meeting without the Board President's approval.
 - No item can be placed on the agenda less than three work days in advance of the meeting unless an emergency or public necessity exists.
 - The complete agenda will be reviewed by the Superintendent and the Board President the Tuesday afternoon prior to the Agenda Workshop Meeting.
 - An annual agenda content calendar will be maintained by the Superintendent's office. This will be used to determine the minimum routine items that need to be on each regular meeting agenda. Other items can be added as requested following the procedures above and as noted in the minutes of previous Board Meetings.
 - Board Members will adhere to deadlines and parameters of the Board agenda/event calendar.

- ▶ Timely Notification and Information
 - Board Members shall be notified of a meeting at least 72 hours prior to a regular meeting, workshop or special meeting, and at least one hour prior to an emergency meeting.
 - Typically, information will be provided to each Board Member via electronic or hard copy delivery. Questions regarding supporting documents should be directed to the Superintendent.
 - Copies of the agenda, for non-emergency meetings, shall be available for the Board Members requesting a copy no later than 5:00 p.m. on Wednesday prior to the Agenda Workshop Meeting.

- Board members will attempt to have all questions regarding agenda items submitted to the Superintendent by 5:00 p.m. on Friday prior to the Board Agenda Workshop Meeting. The Superintendent and his Cabinet will make every attempt to communicate the answers to the questions to Board Members prior to the Monday meeting with a copy of the questions and answers included in the dais folders.

- ▶ Open and Closed Session Format
 - Every Board Meeting will begin at the designated posted time and reconvene at the posted time.
 - Closed Session items for which there is a corresponding action item to be considered during the Open Session of the meeting will be scheduled prior to the beginning of the Open Session. The Board President and Superintendent shall, to the extent possible, allocate sufficient time to complete Closed Session discussion prior to the beginning of the Open Session.
 - If more Closed Session discussion is needed, the Presiding Officer shall announce that it is necessary for the Board to reconvene in Closed Session.
 - The Presiding Officer shall state publicly that any action, if taken, will be conducted in Open Session following the Public Comment portion of the meeting; or, if appropriate, that no action will then be taken.

- ▶ Consent Agenda
 - The consent agenda includes items of routine and/or recurring nature, grouped together under one action item.
 - The consent agenda shall be limited to:
 - > Routine Personnel
 - > Minutes
 - > Finance Report
 - > Budget Amendments
 - > Routine Contracts/Agreements
 - > Routine Procurements
 - > Acceptance of Gifts
 - > Acceptance of Grants
 - > Other items agreed to by the Board
 - Background material for each consent agenda item shall be furnished to the Board in the meeting's supporting documents.
 - All consent agenda items shall be acted upon by one vote without separate discussion.
 - A Board Member may request that an item be withdrawn for individual consideration.

- ▶ Meeting Dates
 - The Superintendent will develop a Board calendar that will include regular and workshop meeting dates of the Board of Trustees.
 - Generally, unless otherwise scheduled by a consensus of the Board, regular Board Business Meetings will be held on the fourth Monday of every month except July. An agenda review session in the form of a workshop may be held the week

prior to the regular business meeting. Additional board workshops will be scheduled as deemed necessary.

- The calendar will include those items that are cyclical and/or recurring for consideration at regular or workshop meetings.

Conducting Board Meetings

▶ Quorum

- Any time four or more Board Members are gathered to discuss school district business, it is considered a meeting, and must be posted as such according to Board legal policy.

▶ Closed Sessions

- The Board may meet in Closed Session as provided for in the Texas Open Meetings Act, Government Code, Chapter 551, Subchapters D and E.
- Before any Closed Session is convened, the Presiding Officer will announce publicly, as appropriate, that matters before the Board exist that necessitate convening into Closed Session to serve and protect the interests of the District, and that any action, if necessary, resulting from duly posted Closed Session items shall be conducted in Open Session. The Presiding Officer will also announce the specific sections of the Texas Government Code under which the Board will be meeting in closed session.
- The posted agenda shall identify the section or sections of the Act authorizing the Closed Session and the general topics or subjects to be discussed. The Presiding Officer of the Board shall publicly identify such section or sections and such topics and subjects.
- The Superintendent shall attend all sessions of the Board, both Open and Closed, except when the Board desires to meet without the Superintendent to consider the Superintendent's contract, evaluation or performance, or to resolve conflicts between individual Board Members, or to act as a tribunal.
- In the event of the Superintendent's illness or Board approved absence, the Superintendent's designee shall attend such meetings.

▶ Public Participation at Board Meetings

- The Board shall provide for public comment at each meeting, including all regular and special meetings. (Ref Policy BED)
- Prior to the beginning of the Public Forum, the Presiding Officer will announce the rules for public participation.
- A citizen must sign up on the appropriate form prior to the Public Forum portion of the agenda. The topic described on the form shall be complete and in sufficient detail as to determine appropriateness of the topic prior to addressing the Board. Comments on posted agenda items will be taken first. Comments on non-agenda items shall be permitted only after all agenda-specific comments have been made and if time permits.
- Public comments may be on items listed on the agenda or other areas of school district operations. Speakers with specific complaints or comments about identifiable students, employees, or officials of the District will be directed to the appropriate District administrator and/or the District's formal complaint process.

Speakers shall be discouraged from using the names of specific individuals in their public comments.

- Questions asked during Public Forum on posted agenda items may be answered or addressed by the Board during the discussion of that agenda item. Comments or questions on topics not on the posted agenda may be referred to the Superintendent for consideration and a later response, if appropriate.
 - The Presiding Officer shall determine the time limitation for each speaker, based on the number of individuals signed up to speak in Public Forum at the entrance prior to reconvening in open session. The time allotted to each speaker shall not exceed five minutes. Groups of five or more people wishing to speak on a single subject will be encouraged to appoint a spokesperson to express the views of the group. A speaker may not defer his/her allotted time to another speaker.
 - The Presiding Officer shall determine the total allotment of time for each Public Forum, based on the number of individuals signed up to speak at the start of each meeting. The standard time allotted for Public Forum shall be a total of 30 minutes.
 - The Board vests in its Presiding Officer the authority to terminate the remarks of any individual when such individual does not adhere to the established rules.
 - The Board shall not tolerate disruption of the meeting by members of the audience. If any person disrupts the meeting by his or her words or actions, the Presiding Officer may request assistance from law enforcement officials to have the person removed from the meeting.
- ▶ Board Meeting Parliamentary Procedure (Ref Policy BE)
- The Board President serves as the Presiding Officer at Board Meetings. In the absence of the President, the Vice-President will preside.
 - The Board shall be guided by parliamentary procedure as detailed in Robert's Rules of Order, Revised, or as spelled out in adopted procedure.
 - The Board President has the responsibility to keep the discussion to the motion at hand and shall halt discussion that does not apply to the business before the Board.
- ▶ Transacting Business (Ref Policy BBE)
- When an agenda item is presented, a discussion shall be held and a decision reached through voting in accordance with prescribed procedures.
 - Whenever possible, the Board should work toward a consensus model of decision-making. There may be dissenting votes which are a matter of record. However, once a decision has been made, all Board Members should support the majority vote of the Board, recognize that it carries the full authority of the Board, and individually respect that vote.
- ▶ Hearings (Ref Policy FNG, FOD, DGBA, GF)
- Employee, community and/or student/parent grievances will be handled according to Board policy FNG, FOD, DGBA, GF.

Board Workshops

The Board will conduct Special Meetings/Board Workshops as needed.

- ▶ The workshop format is intended to allow the Administration to present information to the Board that is:
 - Time sensitive and/or discussion intensive
 - Required by law, rule or policy, and
 - Is necessary for the efficient and effective operation of the District
- ▶ Board workshops are not intended to substitute for regular monthly Board Business Meetings, although a quorum of the Board may take action, as necessary.
- ▶ The workshops are intended to allow an opportunity for presentation, questions, discussion and an assessment of the Board's perspective.
- ▶ The Board President serves as the Presiding Officer at Board Workshops; however, it is understood that the intended nature and format of workshops allows for the Superintendent to substantially facilitate the presentation and ordering of items under consideration. In the absence of the President, the Vice-President will preside.

Board Committees (Ref Policy BDB)

- ▶ The Board may, from time to time as it deems necessary, create committees to facilitate the efficient and necessary operation of the Board.
- ▶ The President shall appoint members to special Board committees, and the Board President and the Superintendent shall be ex officio members of all Board committees unless otherwise provided by Board action.

District- and Campus-Level Committees

- ▶ District- and campus-level planning and decision-making committees serve in an advisory capacity to the Board and make recommendations to the Board for final Board action; therefore, Board Members shall not serve on such committees, unless otherwise provided by federal or state law, or approved by the Board.

Electing Board Officers (Ref Policy BDAA)

- ▶ At the first meeting after each election and qualification of Board members, the members of the Board shall organize by selecting:
 1. A president, who shall be a member of the Board
 2. A secretary, who may or may not be a member of the Board
 3. Such other officers and committees as the Board may deem necessary
Education Code 11.061(c).
- ▶ A vacancy among officers of the Board shall be filled by majority action of the Board.

ANNUAL EVALUATIONS

Superintendent Evaluation (Ref Policy BJCD, BJCF, BJA)

- ▶ The Superintendent evaluation instrument will be updated and approved annually after the Board goal setting workshop session.
- ▶ Three formative evaluations will be conducted annually in closed sessions at the Board Agenda Workshops, in February, August and November. New Board members will receive training on how to evaluate the superintendent prior to the first formative dialogue session.
- ▶ A summative evaluation will be conducted in closed session annually in May.
 - This closed session shall be on a date separate from the regular monthly Board Agenda Workshop or Board Meeting.
 - This session may include a discussion of the Superintendent's contract.
- ▶ The Board will use the approved evaluation instrument for the summative evaluation. A copy of the evaluation document will be completed in advance by each Board Member and brought with the Board Member to a special closed session meeting. After coming to a consensus on each evaluated item, the Board shall prepare a single composite Summative Evaluation Document to be given to the Superintendent for discussion during that closed meeting.
- ▶ The Board shall strive to accomplish the following objectives during each evaluation.
 - Develop and sustain a harmonious working relationship between the Board and the Superintendent.
 - Ensure administrative leadership for excellence in the District.
 - Formulate Board consensus about the Superintendent's performance and the District's progress toward achieving its goals and objectives.

Board Evaluation/Team Building

- ▶ There will be a routine assessment of the status of the Board/Superintendent team annually.
- ▶ The evaluation and team building process may include:
 - Board operating procedures
 - Board Member training
 - Social Contract
 - Conflict resolution
 - Working relationships with the Superintendent
 - Conduct of Board Meetings
 - Long-range planning and goal setting
 - Relationship with the community

INDIVIDUAL BOARD MEMBERS

Access to Information (Ref Policy BBE)

- ▶ An individual Board Member, acting in his or her official capacity, shall have the right to seek information pertaining to District fiscal affairs, business transactions, governance, and personnel matters, including information that properly may be withheld from members of the general public in accordance with the Public Information Chapter of the Government Code.
- ▶ Individual Board Members shall not have access to confidential student records, unless there is a legitimate educational interest in the records in accordance with policies FL (LEGAL) and (LOCAL).
- ▶ A Board Member may request existing information and reports from the Superintendent's office. If the information is not available or a new report must be generated, it shall be requested through the Board President. If the Board President does not agree to the request, it may be resubmitted to the Board President by two or more Trustees. In case of emergency, the Board President may request information or reports.
- ▶ Board Member inquiries of staff shall be limited to Superintendent's Cabinet and responses will be distributed to all Board Members.

Communication with Other Board Members

- ▶ Board electronic and written communications regarding District issues should be routed through the Superintendent's office so that information can be disseminated and/or questions can be addressed in this manner, rather than among and between Board Members.
- ▶ A Board Member may discuss a District issue with no more than two other Board Members unless in a duly posted Board Meeting.

Communication with the Media

- ▶ The Board President serves as the official spokesperson for the Board team to the media/press on issues of media attention.
- ▶ Media calls should be directed to Superintendent and the Public Information Officer as the district spokesperson.
- ▶ Board Members asked for individual comments or opinions by the media/press are to qualify those statements as being the opinion of the individual Board Member and not representative of the Board as a whole or the District.

Complaints to Board Members (Ref Policy BBE)

- ▶ Employees, students, parents or other members of the public who bring concerns or complaints to an individual Board Member for the purpose of seeking remedy or perspective shall receive guidance that reflects:
 - An understanding by each Board Member that information provided to a Board Member, in some specific situations, could cause the Board Member receiving the information to be disqualified from participating in future hearing(s) or action by the Board specific to the issue;
 - Adherence to the Board's policies (DGBA, FNG, FOD and GF) regarding complaints and grievances.

- ▶ Board Members may notify the Superintendent's office of any complaint.

- ▶ As necessary, the Superintendent or designee shall guide the complainant to the appropriate staff member.

- ▶ When the concern or complaint directly pertains to the Board's own actions or policy, for which there is no administrative remedy, the Trustee may request that the issue be placed on the agenda.

Visits to Campuses

- ▶ Board Members are encouraged to attend any and all school events as their time permits, and to show support of school activities.

- ▶ Board Members must notify the Superintendent or designee prior to visiting a campus in an official capacity.

- ▶ Board Members shall not visit a campus in an attempt to evaluate personnel on a campus.

Board Member Training (Ref Policy BBD)

- ▶ Board Members are required to attend training set forth in Policy BBD. In addition to the orientation and team building training, a Board Member shall receive additional continuing education on an annual basis, in fulfillment of assessed needs and based on the framework for governance leadership. The district will cover the cost of registration, travel and lodging for each Board Member for the minimum number of hours shown on the *Continuing Education Requirements for School Board Members* as published on the TASB website. All costs for additional training will be the responsibility of the individual Board Member.

- ▶ Board memberships to any and all associations shall be brought to the Board for discussion and approval.