

NOTICE OF BOARD MEETING
BY VIDEOCONFERENCE OR TELEPHONE CALL
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 December 14, 2020 beginning at 5:30 PM.

Due to health and safety concerns related to the COVID-19 coronavirus, and pursuant to Governor Abbott's Temporary Suspension of the Open Meetings Laws issued on March 16, 2020, and consistent with new state and local mandates, this meeting will be conducted via videoconference or telephone call in accordance with the provisions of Sections 551.125 or 551.127 of the Texas Government Code that have not been suspended by order of the governor. A quorum of the Board of Trustees will not be physically present at one location and, for safety reasons, we will not be permitting in-person attendance by members of the public and/or staff participating

Members of the public may access this meeting as follows: <https://us02web.zoom.us/j/83004495324>. Passcode 579929

If you wish to submit comments for review by the Board of Trustees, please complete and submit the form available here: www.hayscisd.net/boardcomment . Comments must be submitted between the hours of 8:00 and 12:00 noon on the day of this meeting. All of such comments will be made available to all Board Members prior to this meeting.

It is not anticipated the Board will adjourn to closed session for this meeting.

However, 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.

Due to health and safety concerns related to the COVID-19 coronavirus, and pursuant to Governor Abbott's Temporary Suspension of the Open Meetings Laws issued on March 16, 2020, and consistent with new state and local mandates, this meeting will be conducted via videoconference or telephone call in accordance with the provisions of Sections 551.125 or 551.127 of the Texas Government Code that have not been suspended by order of the governor. A quorum of the Board of Trustees will not be physically present at one location and, for safety reasons, we will not be permitting in-person attendance by members of the public and/or staff participating

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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.

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.

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

E. PUBLIC FORUM

In accordance with the suspension of certain Open Meetings Laws by Governor Abbott, the public will not be provided an opportunity for public comment during this meeting. However members of the public were given the opportunity to submit written comments to the Board on posted agenda items, and those written comments were to have been submitted on line by 12:00 noon today and provided to the Board Members earlier today.

F. REQUESTS FOR INFORMATION FROM THE BOARD OF TRUSTEES

G. CONSENT AGENDA

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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 7
Dr. Eric Wright
2. Budget Amendments 11
Randy Rau
3. Procurements 15
 - a. Outdoor Grounds Equipment - Supplies - Pro Turf 16
Max Cleaver
 - b. Professional Development & STEM Equipment - Project Lead the Way (PLTW) 18
Sandra Dowdy
 - c. Software & Hardware to Support District Server - Waypoint 20
Dianne Borreson
 - d. Audio Visual Equipment & Technical Contracted Services - Pathway Communications 21
Dianne Borreson

H. ACTION ITEMS

1. Consideration and possible adoption of a resolution expressing intent to reimburse capital expenditures 23
Max Cleaver
2. Consideration and possible approval of procurement of contracted services for Special Education through Soliant Health 30
Sandra Dowdy
3. Consideration and possible adoption of the 2021 Hays CISD Legislative Priorities 32
Dr. Eric Wright
4. Consideration and possible adoption of a Resolution Requesting Governor Abbott to include Public School District Personnel in the Official Expert Vaccine Allotment Panel 34
Esperanza Orosco, Board President

I. INFORMATION ITEMS

- 1. Finance Report 37
Randy Rau
- 2. Superintendent's Report on the Diversity Advisory Council 52
Dr. Eric Wright
- 3. Update on 2020-2021 school year 62
Dr. Eric Wright

J. RECAP OF BOARD MEMBERS' REQUESTS FOR INFORMATION

Board Secretary

K. BOARD REFERENCE DOCUMENTS **63**

L. UPCOMING BOARD MEETINGS

January 19, 2021 @ Lehman High School 5:30 pm

January 25, 2021 @ Lehman High School 5:30 pm

February 22, 2021 @ Lehman High School 5:30 pm

March 29, 2021 @ Lehman High School 5:30 pm

April 19, 2021 @ Hays High School 5:30 pm

April 26, 2021 @ Hays High School 5:30 pm

May 17, 2021 @ Hays High School 5:30 pm

May 24, 2021 @ Hays High School 5:30 pm

June 21, 2021 @ Hays High School 5:30 pm

June 28, 2021 @ Hays High School 5:30 pm

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

M. ADJOURN

This notice was posted in compliance with the Texas Open Meetings act on: December 11, 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

BEC(LEGAL)-P

HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: December 14, 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. Budget Amendments
3. Procurements

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: December 14, 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 November 30, 2020 meeting is 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 November 30, 2020 Board meeting 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 November 30, 2020 Board meeting minutes as presented.

**Minutes of Regular Meeting
November 30, 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.hayscisd.net for those who wish to hear the specific details of the discussions on the agenda topics presented.

CALL TO ORDER: Establish a quorum

Board President, Esperanza Orosco, called the meeting to order at 5:50 PM. Board members, Raul Vela, Will McManus, Esperanza Orosco, Michael Sanchez, Vanessa Petrea and Willie Tenorio were present. Board member Merideth Keller was not in attendance.

CLOSED SESSION

The Board adjourned to closed session at 5:50 pm to review Superintendent's recommendations regarding employment, resignations, extended leaves, additional positions and other personnel matters, including administrative recommendation for Director of Student Health Services under Tex. Gov't Code Sec. 551.074 and for the Superintendent's Formative Evaluation - Quarterly Progress Report on the Board and Superintendent Goals under Tex. Gov't Code Sec. 551.074

RECONVENE IN OPEN SESSION

The Board reconvened in open session at 6:35 PM.

PLEDGE OF ALLEGIANCE TO UNITED STATES AND TEXAS FLAGS

MISSION STATEMENT

SOCIAL CONTRACT

PUBLIC FORUM

No one from the public addressed the Board in person during the meeting. The Board did receive two comments which were submitted on line and furnished to the Board prior to the start of the meeting.

STUDENT ACHIEVEMENT REPORT

Kevin Malandrucolo, Director of Assessment and Accountability, presented a summary of the student academic performance and student achievement and accessibility gaps, including college, career, and military readiness efforts by the campuses. He answered questions from the Board.

CONSENT AGENDA

Minutes of Board of Trustees Meetings

Budget Amendments

Procurements

- a. 14-Passenger Bus - Masters Transportation
- b. Band Instruments and Equipment - Strait Music
- c. Technology Equipment - CDW Gov't

Joint Election Agreement Between Hays CISD and the City of Hays

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

ACTION ITEMS

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

Personnel: Consideration and Possible Action, if any, on Superintendent's recommendation regarding employment and contract status of Director of Student Health Services, as presented
Mr. McManus moved and Mr. Vela seconded the motion that Justin McCorkle be named the Director of Student Health Services. The motion passed with a 6-0 vote.

Consideration and possible approval of the McCormick Middle School Targeted Improvement Plan

McCormick Middle School Principal, James Cruz, and DAO, Jesus Gomez, presented the Board with the McCormick Middle School Targeted Improvement Plan. They answered questions from the Board Members. Mr. McManus moved and Mr. Vela seconded the motion that the Board approve the Targeted Improvement Plan for McCormick Middle School, as presented. The motion passed with a 6-0 vote.

Consideration and possible approval of Simon Middle School Targeted Improvement Plan

Simon Middle School Principal, Dr. Michael Watson, and DAO, Sami Kinsey, presented the Board with the Simon Middle School Targeted Improvement Plan. Discussion ensued. Dr. Watson and Mrs. Kinsey answered questions from the Board Members. Mr. Vela moved and Mr. McManus seconded the motion that the Board approve the Targeted Improvement Plan for Simon Middle School, as presented. The motion passed with a 6-0 vote.

Consideration and possible approval of the Camus Improvement Plans Performance Objectives and Strategies

Mr. Tenorio moved and Mr. McManus seconded the motion that the Board approve the 2020-2021 Campus Improvement Plans, as presented. The motion passed with a 6-0 vote.

Ratification of Execution of Interlocal Agreement Regarding the Transfer of Certain Coronavirus Relief Funds for Eligible Expenses Between the City of Buda, Texas and Hays CISD

Mr. McManus moved and Mrs. Petrea seconded the motion that the Board ratify and confirm the authority of the Superintendent to execute the Interlocal Agreement with the City of Buda regarding the transfer of certain Coronavirus Relief Funds for eligible expenses between the City of Buda, Texas and Hays CISD, as presented. The motion passed with a 6-0 vote.

Ratification of Execution of Funding Agreement Related to COVID-19 Relief Between Hays County and Hays CISD

Mr. Tenorio moved and Mr. Vela seconded the motion that the Board ratify and confirm the authority of the Superintendent to execute the Funding Agreement Related to COVID-19 Relief between Hays County and Hays CISD, as presented. The motion passed with a 6-0 vote.

Consideration and possible approval of new course offerings for SY 2021-2022 and beyond

Mr. Vela moved and Mr. McManus seconded the motion that the Board approve the following courses for the 2021-2022 school year:

| Course PEIMS code (C022) | Course Name | Grade Level |
|---------------------------------|--|--------------------|
| 3380002 | Ethnic Studies: African American Studies | 9-12 |
| N1290332 | Making Connections I | 10-12 |
| N1290333 | Making Connections II | 10-12 |
| N1290334 | Making Connections III | 10-12 |
| N1290335 | Making Connection IV | 10-12 |
| N1290330 | Navigating Life with a Hearing Loss | 9-12 |
| 3151700 | Instrumental Ensemble I | 9 - 12 |
| 3151800 | Instrumental Ensemble II | 10 - 12 |
| 3151900 | Instrumental Ensemble III | 11 - 12 |
| 3152000 | Instrumental Ensemble IV | 12 |

| | | |
|------------------------|--|---------|
| 3152100 | Vocal Ensemble I | 9 - 12 |
| 3152200 | Vocal Ensemble II | 10 - 12 |
| 3152300 | Vocal Ensemble III | 11 - 12 |
| 3152400 | Vocal Ensemble IV | 12 |
| 3154133 | Middle School Instrumental Ensemble | 7-8 |
| 3154134 | Middle School Vocal Ensemble | 7-8 |
| 3221500 | Literary Genre | 10-12 |
| 3160100 or PES00004 | AFJOTC or AJROTC I (Reserve Officers Training Corps) | 9 |
| 316200 | AFJOTC or AJROTC II(Reserve Officers Training Corps) | 10 |
| 3150300 | AFJOTC or AJROTC III (Reserve Officers Training Corps) | 11 |
| 3150400 | AFJOTC or AJROTC IV (Reserve Officers Training Corps) | 12 |

The motion passed with a 6-0 vote.

Consideration and Possible Approval of Abandonment of Leasehold Rights and Donation of a Metal Building by Hays County Emergency Services District #8 at Tom Green Elementary School

Mr. McManus moved and Mr. Vela seconded the motion that the Board approve the resolution for the abandonment of leasehold rights by ESC#8 at Tom Green Elementary School, and accept the donation of the metal building, as presented. The motion passed with a 6-0 vote.

Consideration and possible vote by resolution for the Travis County Appraisal District Board of Directors

No action was taken on this item.

INFORMATION ITEMS

Finance Report

Quarterly Investment Report

Update on 2020-2021 school year

Dr. Wright updated the Board and community on the current enrollment numbers and the status of COVID-19 cases in the district. He answered questions from the Board Members.

ADJOURN

No further business was conducted and the meeting was adjourned at 8:08 PM

HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: December 14, 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 2020-2021 budget has been approved by the Board of Trustees. Amendments to the budget must also be approved by the Board. There is no increase in the budget. The amendment involves cross function transfers only.

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: \$0 – increase in revenue; \$0 - 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—

Randy Rau

J. Suggested Motion:

I move that the Board approve the budget amendment as presented.

BUDGET AMENDMENT 5 – December 14, 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 funds such as Special Revenue Funds for grants and capital projects are 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 | \$ 1,309 |
| 12 - Instructional Resources and Media Services | \$ 0 |
| 13 - Instructional Staff Development | \$ (4,575) |
| 21 - Instructional Administration | \$ 2,235 |
| 23 - Campus Administration | \$ 1,270 |
| 31 - Guidance and Counseling Services | \$ (79) |
| 32 - Social Work Services | \$ 0 |
| 33 - Health Services | \$ 0 |
| 34 - Transportation | \$ 0 |
| 36 - Co curricular / Extracurricular | \$ 1,340 |
| 41 - General Administration | \$ 0 |
| 51 - Maintenance | \$ 0 |
| 52 - Security | \$ 0 |
| 53 - Data Services | \$ 0 |
| 61 – Community Services | \$ (1,500) |
| 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:

No new appropriations.

| General Operating Fund Re-Appropriations Summary | | | |
|---|------------------------|-----------------------------|-----------------------|
| Description | Official Budget | Increase/ (Decrease) | Amended Budget |
| <u>Revenues:</u> | | | |
| Total | \$ | \$ | \$ |
| <u>Expenditures:</u> | | | |
| Total | \$ | \$ | \$ |
| Total Net Appropriations (Revenues minus Expenditures) | | \$ | |

ACTION REQUIRED

Board Approval

SUPPORT INFORMATION

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

Hays Consolidated Independent School District
Budget Amendment Support - Information
for the Fiscal Year Ending June 30, 2021

Budget Amendment #5 Support:

| <u>Account</u> | <u>Function</u> | <u>Location</u> | <u>Amount</u> | <u>User ID</u> | <u>Status</u> | <u>Period</u> | <u>JE #</u> | <u>Reason</u> |
|-------------------------|-----------------|-----------------|---------------|----------------|---------------|---------------|-------------|--|
| 199-61-6498-00-118-99-1 | 61 | Uhland | \$ (1,500.00) | bradyt | Pending | 6 | 76 | no parent events; budget line requested before covid |
| 199-23-6498-00-118-99-1 | 23 | Uhland | \$ 1,500.00 | bradyt | Pending | 6 | 76 | faculty and staff food (morale boost); campus water from Ready Refresh |
| | | | \$ - | | | | | 76 Total |
| 199-13-6411-00-118-11-1 | 13 | Uhland | \$ (1,000.00) | bradyt | Pending | 6 | 74 | no teachers travelling currently due to COVID |
| 199-11-6399-TE-118-11-1 | 11 | Uhland | \$ 1,000.00 | bradyt | Pending | 6 | 74 | new headphones for students |
| | | | \$ - | | | | | 74 Total |
| 199-13-6417-00-921-25-3 | 13 | C & I | \$ (2,235.00) | logniond | Pending | 6 | 56 | Not as much travel due to COVID |
| 199-21-6394-TE-921-25-3 | 21 | C & I | \$ 1,949.00 | logniond | Pending | 6 | 56 | Needed a laptop workstation for staff in Multilingual dept. |
| 199-21-6399-TE-921-25-3 | 21 | C & I | \$ 286.00 | logniond | Pending | 6 | 56 | |
| | | | \$ - | | | | | 56 Total |
| 199-31-6399-00-111-99-1 | 31 | Negley | \$ (79.00) | neelym | Pending | 5 | 751 | Staff working remotely, requested "SMORE" |
| 199-11-6399-00-111-11-1 | 11 | Negley | \$ 79.00 | neelym | Pending | 5 | 751 | account for virtual communication |
| | | | \$ - | | | | | 751 Total |
| 199-13-6411-35-005-99-1 | 13 | Lehman | \$ (1,340.00) | cannonk | Pending | 5 | 633 | Dance teacher's PD paid for from district Fine Arts budget. |
| 199-36-6295-35-005-99-1 | 36 | Lehman | \$ 700.00 | cannonk | Pending | 5 | 633 | Re-allocate from PD to other areas needed for Dance. |
| 199-36-6399-35-005-99-1 | 36 | Lehman | \$ 440.00 | cannonk | Pending | 5 | 633 | |
| 199-36-6494-35-005-99-1 | 36 | Lehman | \$ 200.00 | cannonk | Pending | 5 | 633 | |
| | | | \$ - | | | | | 633 Total |
| 199-23-6117-00-045-99-1 | 23 | Chapa | \$ (230.00) | torresla | Pending | 5 | 627 | More funds needed for temp pay for grade level |
| 199-11-6117-00-045-11-1 | 11 | Chapa | \$ 230.00 | torresla | Pending | 5 | 627 | leaders. |
| | | | \$ - | | | | | 627 Total |
| | | | \$ - | | | | | Grand Total |

HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT
BOARD OF TRUSTEES

Date: December 14, 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. Outdoor Grounds Equipment – Supplies – Pro Turf – Max Cleaver
 - b. Professional Development & STEM Equipment – Project Lead the Way (PLTW) – Sandra Dowdy
 - c. Software & Hardware to Support District Server – Waypoint – Dianne Borreson
 - d. Audio Visual Equipment & Technical Contracted Services – Pathway Communications – Dianne Borreson

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: 12/14/2020

Subject: Procurement: Outdoor Grounds Equipment/Supplies – Professional Turf

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: This purpose of this agenda is to authorize the procurement of equipment and supplies from Professional Turf.

D. Summary:
 Previous board action relating to this item
 Future action anticipated –
 Background information:

The Grounds department proposes to purchase the following equipment:

| | |
|-------------------|--------------------|
| Pro Sweeper | \$12,886.17 |
| SandPro (JHS FFE) | \$21,493.03 |
| Total | \$34,379.20 |

The Pro Sweeper will be used by the Athletic Grounds Department to pick up aeration plugs and sweep all athletic fields and tracks at all middle and high school campuses. Also the Pro Sweeper, will be used by the Grounds Department to sweep parking lots and clippings in all areas. This will improve the quality of the fields and also increase the efficiency of both departments, cutting down on work time.

The SandPro will be used at Johnson HS to maintain the infields of the baseball and softball fields, keeping them in competition condition. It is equal to the SandPro currently being used at Hays High School. The infields of the baseball and softball fields at Lehman High School are being maintained with a Jacobsen Sand Star System, which is a comparable machine to a SandPro.

E. Scope of Options Reviewed:
 BuyBoard Cooperative Contract #611-20 Grounds Maintenance Equipment, Irrigation Parts, Supplies
 This is a one-year contract with three (3) options to renew through 05/31/2023

Reasons for rejecting alternatives:

F. Comments Received:
 Cabinet DLT FBOC Teacher Org. Reps. Other: Maintenance & Operations - Grounds
 From public -

G. Administrative Recommendation:
 The administration recommends approval of equipment and supplies from Professional Turf.

HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: 12/14/2020

Subject: Procurement: Professional Development & STEM Equipment – Project Lead the Way (PLTW)

Administrator Responsible/Position: Sandra Dowdy – Chief Academic 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: The purpose of this agenda is to procure professional development services from Project Lead the Way (PLTW).

D. Summary:

Previous board action relating to this item – Board approved PLTW 12/17/2018

Future action anticipated –

Background information – PLTW provides engaging, hands-on classroom environments and assists with student development in STEM education. PLTW also provides teachers with trainings, resources, and support for STEM education. We currently use PLTW for STEM curriculum K-12. PLTW offers curriculum in English and Spanish through the eighth grade. In the middle schools, we offer high school credit for PLTW Gateway To Technology and Intro to Computer Science. In the high school we offer engineering, biomedical and computer science. PLTW has also partnered with College Board for AP Recognition.

Participation Fees: Each campus that uses PLTW pays an annual participation fee. The fee for the high schools is \$5,400 and the fee for middle schools and elementary schools is \$950 annually. At this time we pay participation fees for Hays HS, Lehman HS, Johnson HS, Barton MS, Chapa MS, Dahlstrom MS, McCormick MS, Simon MS, Wallace MS, Elm Grove ES, Uhland ES, Carpenter Hill ES, Kyle ES, Pfluger ES and Tobias ES for a total of \$37,267.00 this year. The participation fee covers not only all curriculum but also all of the required software for that class.

Professional Development: PLTW requires a one time training for each course that a teacher teaches. The trainings are usually in person but were virtual this summer. The cost of the PD remained the same but we did not have to pay travel fees. We do have to pay for the training for teachers in 6-12. Katie Campbell is able to provide much of the training for the elementary Launch teachers as she is a PLTW master teacher.

Equipment & Supplies - There is some equipment and supplies for PLTW classes that are bought directly through PLTW including Engineering Notebooks, Student Kits, including PLTW Launch Kits and Refill Kits, PLTW Gateway Kids for Middle School Classes and PLTW Engineering Kits for High School Classes.

E. Scope of Options Reviewed:

Sole Source Letter on File

Reasons for rejecting alternatives:

F. Comments Received:

Cabinet

DLT

FBOC

Teacher Org. Reps.

Other: CTE Instruction

From public -

G. Administrative Recommendation:

The administration recommends approval of professional development services, supplies and equipment from PLTW for \$70,000 as presented..

H. Fiscal Impact and Cost: Total Amount: \$70,000

Budget – General Operating Fund Bond Grant/Special Funds Other

Prior Year Spending – \$101,963.75

Future/Ongoing – This procurement will be a recurring cost (annually)

I. Monitoring and Reporting Time Line:

Person responsible for evaluating this decision or action— Suzi Mitchell – CTE Director

Evaluation method and time line -

Next report to the board -

J. Suggested Motion:

I move that the Board approve of professional development services, supplies and equipment from PLTW for \$70,000 as presented.

HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: 12/14/2020

Subject: Procurement: Software & Hardware to Support District-wide Servers - Waypoint

Administrator Responsible/Position: Dianne Borreson – Chief Technology 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:** The purpose of this agenda is to procure services, software and hardware to support our district-wide Dell servers. This includes software, hardware and support for our two SANs (Storage Area Network). Waypoint is a preferred Dell Partner for these services.
- D. **Summary:**
 Previous board action relating to this item – None
 Future action anticipated – Board approval will be required on an annual basis to approve upcoming procurements.
 Background information – Waypoint fairly new vendor partner for us. Dell works with several partners to provide services and equipment for their DIR accounts. We have worked with Waypoint on several large projects and have been very happy with their support and services. As new infrastructure is added, we will use Waypoint to provide the Dell equipment and professional services.
- E. **Scope of Options Reviewed:**
DIR-TSO-3763 Contract for Products and Related Services
This is a one-year contract with four (4) options to renew through 01/10/2024
Reasons for rejecting alternatives:
- F. **Comments Received:**
 Cabinet DLT FBOC Teacher Org. Reps. Other: Technology
 From public -
- G. **Administrative Recommendation:**
The administration recommends approval of the Waypoint procurement for services, software and hardware to support our districtwide physical and virtual servers and SAN. (The increase in the amount over prior year is to provide upgrades to the existing SANs to support increased data needs.)
- H. **Fiscal Impact and Cost:** Total Amount: \$300,000
 Budget – General Operating Fund Bond Grant/Special Funds Other
Prior Year Spending – \$78,929.24
Future/Ongoing – This procurement will be a recurring cost (annually)
- I. **Monitoring and Reporting Time Line:**
Person responsible for evaluating this decision or action— Alan Duerr – Director of Network Services
Evaluation method and time line -
Next report to the board -
- J. **Suggested Motion:**
I move that the Board approve the procurement for services, software and support from Waypoint for \$300,000 as presented.

HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: 12/14/2020

Subject: Procurement: Audio Visual Equipment & Technical Contracted Services – Pathway Communications

Administrator Responsible/Position: Dianne Borreson – Chief Technology 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: The purpose of this agenda item is to authorize the purchase of audio/visual equipment and technical contracted services district wide.
- D. Summary:
 Previous board action relating to this item – Pathway Communications was approved by Board June 22, 2020.
 Future action anticipated – This will be a yearly, ongoing cost for contracted services and equipment.
 Background information – The board approved Pathway Communications in June, but we are needing to purchase the multimedia equipment for JHS (FF&E) and provide video equipment for the Kunkle Room to support board meetings.
- E. Scope of Options Reviewed:
TIPS/TAPS Cooperative Contract #171001
This is a one-year contract with one (1) one-year renewal remaining through 12/18/2021

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

 From public -
- G. Administrative Recommendation:
The administration recommends approval of Pathway Communications for audio/visual equipment & technical contracted services district wide.
- H. Fiscal Impact and Cost: Amount: \$200,000
 Budget – General Operating Fund Bond Grant/Special Funds Other _____

Prior Year Spending - \$152,331.82

Future/Ongoing – This procurement will be a recurring cost (annually)

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

Evaluation method and time line -

Next report to the board -

- J. **Suggested Motion:**
I move that the Board approve Pathway Communications for audio/visual equipment & technical contracted services district wide for approximately \$200,000 per year.

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

Date: December 14, 2020

Subject: Adoption of a Resolution Expressing Intent to Reimburse Capital Expenditures

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 timely, cost-effective school facilities.

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 for O’Connell Robertson (OCR) projects including McCormick MS, Dahlstrom MS, Barton MS, and Elm Grove ES.

In the Fall of 2019, the District selected a new architect for the proposed elementary school in the Sunfield Development, Huckabee Architects, prompting the need to increase the resolution.

On February 24, 2020 the Board approved an additional reimbursement resolution of \$1,225,376 in order to make the Sunfield Elementary school design “shovel ready” at 100% construction documents (CD) and the four other major renovation projects listed above at 50% design development (DD) by the proposed May 2020 election date.

On August 17, 2020, the Board voted to declare the May 2020 Bond Election moot for the November 2020 election cycle. At this point, the design for the four major projects listed above is on hold at 50%DD.

On August 24, 2020 the Board approved a reimbursement resolution for the fire alarm system replacement at Hays HS and Lehman HS in the amount of \$400,000.

Future action anticipated -

Background information –

Staff recommends advancing the design on five projects contained in the proposed May 2021 Bond including the four original projects listed above, and add Negley ES. The first four projects have been designed through 50% Design Development, and the Negley ES design has not yet begun. All projects will require permitting.

By advancing these five projects and resuming design in January 2021, an additional reimbursement resolution authorization of \$1,452,239 is estimated to result in inflation avoidance of \$2,086,308.

The resulting cost estimate for the proposed May 2021 Bond would be reduced from \$235,276,665 to \$233,190,358.

This strategy provides the additional benefit to the Project Team of dispersing the design, bidding, and construction sequence more evenly over time. The schedule and cost impact of the proposed reimbursement resolution is shown on the attached document, "May 2021 Bond Options".

The reimbursement resolution accounting is summarized in the following table:

| Date | Status | Amount | Purpose |
|-------------------|---------------|---------------|-------------------------------------|
| May 28, 2019 | Approved | \$1,000,000 | Project Design OCR |
| February 24, 2020 | Approved | \$1,225,376 | Project Design Huckabee |
| August 24, 2020 | Approved | \$400,000 | Fire Alarm Replacement |
| December 14, 2020 | Pending | \$1,452,239 | Advance Design on Five Projects OCR |
| Total | | \$4,077,615 | |

In addition to advancing the design, the proposed strategy also includes bidding these projects in May 2021 in order to be shovel ready. The District has used this technique in the past, and staff wishes to acknowledge this is project delivery strategy and not a presumptuous position about the success of a future bond. If this strategy is acceptable, staff proposes to also bid Sunfield ES in May 2021, or sooner, if possible.

D. Scope of Options Reviewed:

Reasons for rejecting alternatives:

E. Comments Received:

Cabinet DLT FBOC Teacher Org. Reps. Other

From public

F. Administrative Recommendation:

Consideration and possible adoption of a resolution expressing intent to reimburse capital expenditures.

- 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: \$ See Table Above
 Budget Bond Grant/Special Funds Other

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 -

Next report to the board –

I. Suggested Motion:
I move the board approve the resolution expressing intent to reimburse capital expenditures, in the amount of \$1,452,239, as presented.

**RESOLUTION EXPRESSING INTENT TO REIMBURSE
CAPITAL EXPENDITURES**

WHEREAS, the Board of Trustees (the “Board”) of the Hays Consolidated Independent School District (the “Issuer”) has previously adopted resolutions of intent to reimburse itself for expenditures paid to finance the design, construction, acquisition, rehabilitation, renovation, expansion, improvement and equipment of school buildings in the District and the acquisition of sites therefor and the purchase of new school buses (collectively, the “Projects”), including the reimbursement of expenditures for the Projects as described in Exhibit A attached.

WHEREAS, the Issuer desires to reimburse itself for capital expenditures for the Projects, which the Issuer will pay from its General Fund, with the proceeds of 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 with respect to the Projects from the proceeds of obligations (the “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 the Projects from the Issuer’s General Fund.

Section 3. The Issuer expects that debt service on the Obligations will be paid from the Issuer’s ad valorem taxes.

Section 4. The maximum principal amount of Obligations to be issued to reimburse capital expenditures for the Projects is not expected to exceed \$4,077,615.

Section 5. By adoption of this resolution, the Board intends to increase the maximum amount of reimbursements authorized under its prior reimbursement resolutions pertaining to the Projects. 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 ___th day of December 2020.

Esperanza Orosco, President, Board of Trustees

ATTEST:

Vanessa Petrea, Secretary, Board of Trustees

(SEAL)

EXHIBIT A

Accounting of reimbursement resolutions adopted with respect to the Projects:

| Date | Amount | Purpose |
|------------------------------|--------------------|-------------------------------------|
| May 28, 2019 | \$1,000,000 | Project Design OCR |
| February 24, 2020 | \$1,225,376 | Project Design Huckabee |
| August 24, 2020 | \$400,000 | Fire Alarm Replacement |
| December 14, 2020 | \$1,452,239 | Advance Design on Five Projects OCR |
| Total Reimbursements: | \$4,077,615 | |

HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: December 14, 2020

Subject: Consideration and possible approval of procurement contracted services for Special Education through Soliant Health Services

Administrator Responsible/Position: Sandra Dowdy – Chief Academic 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: The purpose of this agenda item is to procure contracted services from Soliant Health Services for the SPED department.
- D. Summary:
 Previous board action relating to this item –
 Future action anticipated –
 Background information – Contracted Services are need for speech therapist (Sign Language/RDPSP) and Teacher of the Visually Impaired due to vacancy and additional student IEP needs. Soliant Health Services has been able to provide the contracted services needed to support IEP student's needs.
- E. Scope of Options Reviewed:
RFP #25-031805VL Instructional Contracted Services
This is a one-year contract with three (3) options to renew through 04/30/2023
- Reasons for rejecting alternatives:
- F. Comments Received:
 Cabinet DLT FBOC Teacher Org. Reps. Other: Special Education
 From public -
- G. Administrative Recommendation:
The administration recommends approval of the procurement of contracted services from Soliant Health Services for the SPED department.
 Advantages/benefits of this proposal -
 Expected results in terms of student benefit/achievement – Student will receive appropriate special education services as outlined in their IEP.
 Possible problems or disadvantages of this proposal –
 Effect of this action on other parts of the system -
 Consequences of not approving recommendation - Students with special education needs will not receive their IEP services

H. Fiscal Impact and Cost: Total Amount: \$200,000

Budget – General Operating Fund Bond Grant/Special Funds Other

Prior Year Spending – \$0

Future/Ongoing – This procurement will be a recurring cost (annually)

I. Monitoring and Reporting Time Line:

Person responsible for evaluating this decision or action— Nadine Hogan – Director of Special Education

Evaluation method and time line -

Next report to the board -

J. Suggested Motion:

I move that the Board approve the procurement of contracted services from Soliant Health Services for \$200,000 as presented.

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

Date: December 14, 2020

Subject: Consideration and possible adoption of the 2021 Hays CISD Legislative Priorities

Administrator Responsible/Position: Dr. Eric Wright

A. Purpose of Agenda Item:

Action Needed Information Only Receive Input

B. Authority for This Action:

Local Policy Law or Rule NA

C. Goal or Need Addressed:

Adoption of 2021 Hays CISD Legislative Priorities

D. Summary:

- Previous board action relating to this item –
- Future action anticipated – Once adopted, administration will begin creating a communication plan for sharing the Legislative Priorities.
- Background information – The 2021 Hays CISD Legislative Priorities outline the key legislative agenda for the District in the 87th Legislative Session

E. Comments Received:

Cabinet DLT FBOC Teacher Org. Reps. Other - Board Members
 From Public

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

F. Administrative Recommendation

The administration recommends the board adopt the 2021 Hays CISD Legislative Priorities, as presented.

G. J. Suggested Motion

I move that the Board adopt the 2021 Hays CISD Legislative Priorities, as presented.

Hays CISD Proposed Legislative Priorities

Attract and Retain Professionals

- 100%** HAYS CISD Support keeping the Teacher Retirement System a “defined benefit”
- 100%** HAYS CISD Propose a \$5000 Texas guaranteed student loan forgiveness for five years of service in Texas public schools
- 100%** HAYS CISD Support increased state contributions to TRS active care so that employees’ and retired teachers’ expenses do not continue to increase

Strengthen Local Control and Flexibility

- 100%** HAYS CISD Preserve checks and balances on state agency oversight to ensure local school districts can best respond to local needs
- 100%** HAYS CISD Recognize and preserve the right of public school districts and school boards to associate and collaborate with each other to communicate the needs of their students and schools, both directly and through representative organizations, with lawmakers

Support Texas School Pandemic and Recovery Needs

- 100%** HAYS CISD Hold school districts harmless for funding losses caused by enrollment and attendance decline due to COVID-19
- 100%** HAYS CISD Seek temporary waivers from the U.S. Department of Education regarding punitive elements of the federal accountability system **Consider removing – Commissioner/TEA announced on 12-10-20 that they have initiated this process with USDOE**
- 100%** HAYS CISD Pause the state’s testing and accountability rating system for the 2020-2021 school year **Remove - Commissioner/TEA have already taken action on this (Information released on 12-10-20)**

Improve Charter School Transparency and Local Voter Oversight

- 100%** HAYS CISD Advocate for legislation that allows local voters to elect representatives to the governing board of charter schools
- 100%** HAYS CISD Advocate for legislation that allows local voters to vote on any public funding for charter school facilities
- 100%** HAYS CISD Enhance transparency, posting/notification, local accountability, special education and nepotism laws for charter operators and schools
- 100%** HAYS CISD Advocate for legislation that moves decision-making for charter school expansion from the state education agency to the State Board of Education (SBOE)

Mental Health and Safety

- 100%** HAYS CISD Increase state funding for access to proactive mental health services and support in public schools to improve the physical safety and psychological well-being of our students and staff, especially as they cope with the additional anxiety related to COVID-19

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

Date: December 14, 2020

Subject: Consideration and possible adoption of a Resolution Requesting Governor Abbott to Include Public School District Personnel in the Official Expert Vaccine Allotment Panel

Administrator Responsible/Position: Dr. Eric Wright, Superintendent of Schools
Esperanza Orosco, Board President

A. Purpose of Agenda Item:

Action Needed **Information Only** **Receive Input**

B. Authority for This Action:

Local Policy **Law or Rule** **NA**

C. Goal or Need Addressed:

Request that the Governor and the Expert Vaccine Allocation Panel designate all Public School District personnel as “frontline workers”, and FURTHER, as essential “frontline workers” they be given appropriate priority in the statewide administration of the COVID-19 vaccine as it becomes available

D. Summary:

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

Hays CISD recognizes that the United States, the State of Texas and Local Health Authorities, as well as the World Health Organization, have declared a public health disaster and emergency regarding Coronavirus or COVID-19 prioritizing disease surveillance and putting in place precautionary measures to stop its spread.

Public Schools impact millions of students and staff having a profound impact on families while charged with the care, education, nourishment of their students and are an integral part of the health and safety of our communities.

Hays CISD has responded to the challenges brought about by the COVID- 19 pandemic while conducting the day-to-day operations of our schools and ensuring the efficient delivery of instruction, virtually and in-person.

The Board has a substantial public interest in protecting the health and safety of its students, staff, and community to ensure that the District is fully prepared to most effectively face the challenges resulting from the COVID-19 health emergency.

The State of Texas convened a group of external and internal subject-matter experts as the Expert Vaccine Allocation Panel (EVAP) to develop vaccine allocation recommendations to the Texas Commissioner of Health prioritizing the availability of vaccines to “frontline workers” and vulnerable populations.

District staff at all levels are essential to the day-to-day operations of this district and critical for virtual and in-class instruction.

E. Administrative Recommendation

The administration recommends that the board adopt the resolution requesting Governor Abbott to include public school district personnel in the official expert vaccine allotment panel

F. Fiscal Impact and Cost: Amount \$ N/A

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

Prior Year Spending: \$ _____

Future/Ongoing: \$ _____

G. Monitoring and Reporting Timeline:

Person responsible for evaluating this decision or action – Dr. Eric Wright

Evaluation method and timeline –

Next report to the board –

H. Suggested Motion

I move that the Board adopt the resolution requesting Governor Abbott to include public school district personnel in the official expert vaccine allotment panel, as presented.

**A RESOLUTION REQUESTING GOVERNOR ABBOTT TO INCLUDE PUBLIC SCHOOL DISTRICT
PERSONNEL IN THE OFFICIAL EXPERT VACCINE ALLOTMENT PANEL’S DEFINITION OF
FRONTLINE WORKERS**

WHEREAS, the Hays Consolidated Independent School District Board of Trustees recognizes that the United States, the State of Texas and Local Health Authorities, as well as the World Health Organization, have declared a public health disaster and emergency regarding Coronavirus or COVID-19 prioritizing disease surveillance and putting in place precautionary measures to stop its spread;

WHEREAS, Public Schools impact millions of students and staff having a profound impact on families while charged with the care, education, nourishment of their students and are an integral part of the health and safety of our communities;

WHEREAS, our District has responded to the challenges brought about by the COVID- 19 pandemic while conducting the day-to-day operations of our schools and ensuring the efficient delivery of instruction, virtually and in-person;

WHEREAS, the Board has a substantial public interest in protecting the health and safety of its students, staff, and community to ensure that the District is fully prepared to most effectively face the challenges resulting from the COVID-19 health emergency;

WHEREAS, the State of Texas convened a group of external and internal subject-matter experts as the Expert Vaccine Allocation Panel (EVAP) to develop vaccine allocation recommendations to the Texas Commissioner of Health prioritizing the availability of vaccines to “frontline workers” and vulnerable populations;

WHEREAS, district staff at all levels are essential to the day-to-day operations of this district and critical for virtual and in-class instruction; and

WHEREAS, the Board requests that Governor Abbott and those appointed to the Expert Vaccine Allocation Panel include School District employees as “frontline workers” for purposes of vaccine allocation.

IT IS THEREFORE RESOLVED THAT the Hays CISD Board of Trustees finds a substantial public purpose exists to request that the Governor and the Expert Vaccine Allocation Panel designate all Public School District personnel as “frontline workers”, and FURTHER, as essential “frontline workers”, they be given appropriate priority in the statewide administration of the COVID-19 vaccine as it becomes available.

Adopted on this the 14th day of December, 2020, by the Hays Consolidated ISD Board of Trustees.

Esperanza Orosco, President, Board of Trustees

ATTEST:

Vanessa Petrea Secretary, Board of Trustees

HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: December 14, 2020

Subject: November 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. Comments Received:
 Cabinet DLT FBOC Teacher Org. Reps. Other _____
- F. Administrative Recommendation:
There is no board action necessary. The monthly financial statements are presented as an information item.
- G. Fiscal Impact and Cost: Amount: \$ _____
 Budget Bond Grant/Special Funds Other _____
- H. 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: December 14, 2020

Monthly Financial Highlights

- The monthly Financial Reports represent financial data through November 30, 2020.
- The cash and investment balances of all funds at month end totals \$88,105,975.72. The General Fund makes up the largest portion of the total with \$56,135,994.52 or roughly 63.71%.
- Through the end of the month (5/12 or 41.67% of the budget year):
 - The General Fund has collected \$61,121,112.51 (31.39% of its budgeted revenue) and has spent \$76,489,395.81 (38.56% of its budgeted expenditures). The ending fund balance through the month of November is \$52,412,432.29.
 - The Child Nutrition fund has collected \$1,555,060.63 (15.70% of its budgeted revenue) and has spent \$2,261,178.55 (22.73% of its budgeted expenditures).
 - The Debt Service fund collected \$294,326.66 (0.67% of its budgeted revenue) and spent \$22,003,306.63 (50.33%) of its budgeted expenditures). Debt service payments are made two times a year, February 15th and August 15th.
 - The Capital Project funds have expenditures credited of (\$297,526.43) in the current fiscal year through the month of November 2020 and collected \$11,977.78 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 \$3,732,375.21 and total expenditures spent is \$3,732,375.21.
- Current Tax collections for the month of November 2020 totaled \$219,169.59 representing 0.17% of the levy collected during the month. Approximately .36% of the total levy has been collected through the end of November 2020. In comparison, 3.95% of the total levy was collected through the end of November 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



November 30, 2020

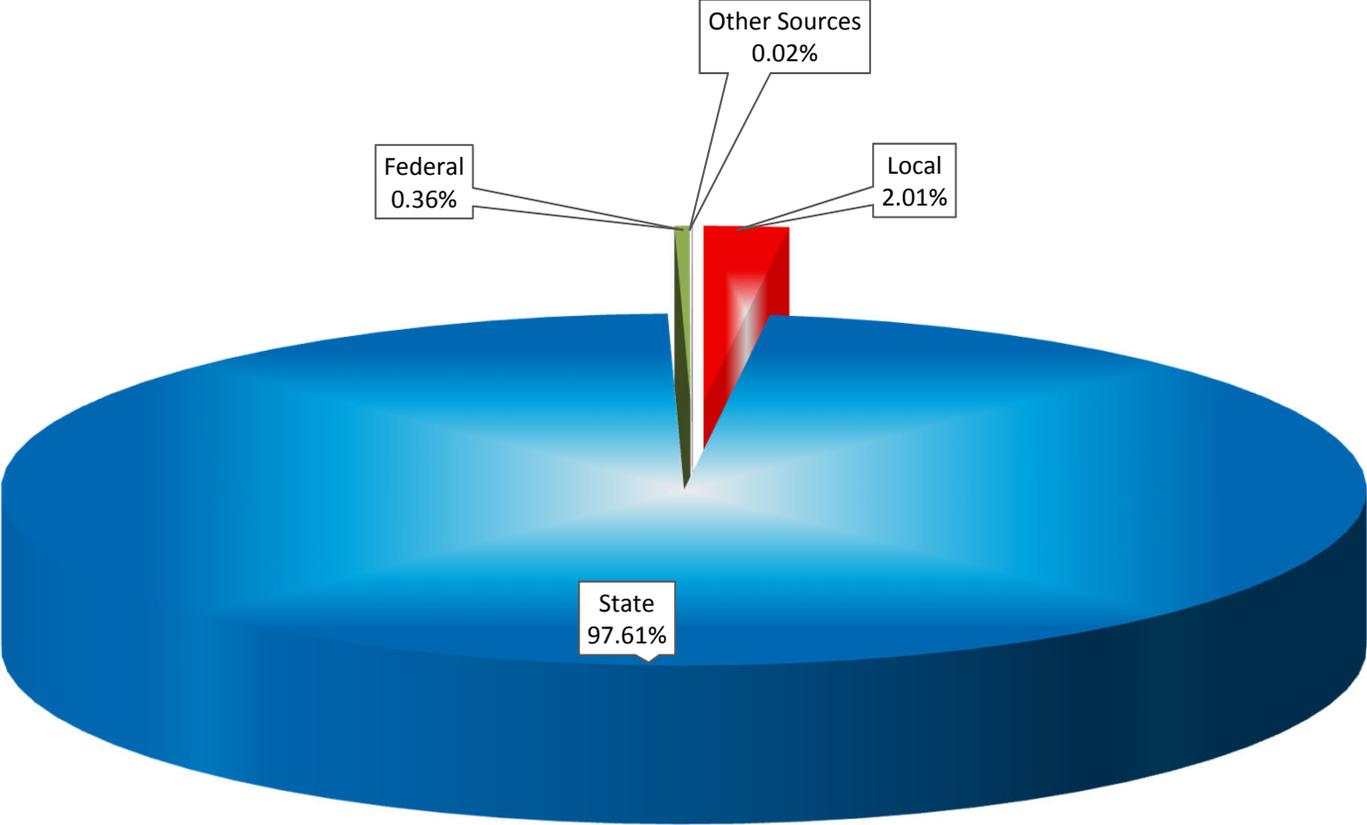
Hays Consolidated Independent School District
Combined Balance Sheet
for the Month Ending November 30, 2020
(Un-Audited)

| | <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 | \$ 15,797,130.77 | \$ 33,276.66 | \$ 6,443.34 | \$ 54,297.29 | \$ (1,589,643.24) | \$ 14,301,504.82 |
| Current Investments | 40,338,863.75 | 1,697,897.13 | 10,606,401.68 | 21,161,308.34 | - | 73,804,470.90 |
| Total Cash and Investments | \$ 56,135,994.52 | \$ 1,731,173.79 | \$ 10,612,845.02 | \$ 21,215,605.63 | \$ (1,589,643.24) | \$ 88,105,975.72 |
| Property Taxes - Delinquent | 2,329,520.68 | - | 1,101,692.13 | - | - | 3,431,212.81 |
| Allowance for Uncollectible Taxes | (641,060.91) | - | (281,301.97) | - | - | (922,362.88) |
| Due from State Agencies | 13,714,150.71 | - | - | - | 2,094,625.36 | 15,808,776.07 |
| Due from other Governments | 224,651.59 | - | - | - | - | 224,651.59 |
| Accrued Interest | 8,143.75 | - | - | - | - | 8,143.75 |
| Due from Other Funds | 2,062,804.90 | 1,804,790.85 | - | - | 213,301.20 | 4,080,896.95 |
| Other Receivables | - | - | - | - | - | - |
| Total Receivables | \$ 17,698,210.72 | \$ 1,804,790.85 | \$ 820,390.16 | \$ - | \$ 2,307,926.56 | \$ 22,631,318.29 |
| Inventories | - | 239,581.36 | - | - | - | 239,581.36 |
| Prepaid Items | 5,647,648.50 | 500.00 | - | - | - | 5,648,148.50 |
| Other Current Assets | \$ 5,647,648.50 | \$ 240,081.36 | \$ - | \$ - | \$ - | \$ 5,887,729.86 |
| Total Current Assets | \$ 79,481,853.74 | \$ 3,776,046.00 | \$ 11,433,235.18 | \$ 21,215,605.63 | \$ 718,283.32 | \$ 116,625,023.87 |
| Liabilities and Fund Balance: | | | | | | |
| Current Liabilities | | | | | | |
| Accounts Payable | \$ 193,934.38 | \$ 79.14 | \$ - | \$ - | \$ 2,138.56 | \$ 196,152.08 |
| Other Liabilities | 105.10 | - | - | - | - | 105.10 |
| Payroll Deductions and Withholdings | 3,765,122.00 | - | - | - | - | 3,765,122.00 |
| Accrued Wages Payable | 15,305,544.18 | 418,839.36 | - | - | - | 15,724,383.54 |
| Due to Other Funds | 2,511,869.82 | 212,579.89 | 45,285.21 | - | - | 2,769,734.92 |
| Due to Student Groups | 95,657.53 | - | - | - | - | 95,657.53 |
| Due to State Agencies | 12,283.00 | - | - | - | - | 12,283.00 |
| Due to other Governments | 21,827.69 | - | - | - | - | 21,827.69 |
| Accrued Expenses | - | - | - | - | - | - |
| Deferred Revenues | 3,474,617.98 | 279,848.66 | - | - | 716,144.76 | 4,470,611.40 |
| Deferred Inflows | 1,688,459.77 | - | 820,390.16 | - | - | 2,508,849.93 |
| Total Liabilities | \$ 27,069,421.45 | \$ 911,347.05 | \$ 865,675.37 | \$ - | \$ 718,283.32 | \$ 29,564,727.19 |
| Fund Balance/Equity | | | | | | |
| Reserved/Designated Fund Balance | - | 3,570,816.87 | 32,276,539.78 | 20,905,166.51 | - | 56,752,523.16 |
| Reserved for Current Year | - | - | - | - | - | - |
| Expenditures/Expenses | (15,368,283.30) | (706,117.92) | (21,708,979.97) | 310,439.12 | - | (37,472,942.07) |
| Unreserved Fund Balance/Fund Equity | \$ 67,780,715.59 | - | - | - | - | 67,780,715.59 |
| Total Fund Balance/Equity | \$ 52,412,432.29 | \$ 2,864,698.95 | \$ 10,567,559.81 | \$ 21,215,605.63 | \$ - | \$ 87,060,296.68 |
| Total Liabilities and Fund Equity | \$ 79,481,853.74 | \$ 3,776,046.00⁴⁰ | \$ 11,433,235.18 | \$ 21,215,605.63 | \$ 718,283.32 | \$ 116,625,023.87 |

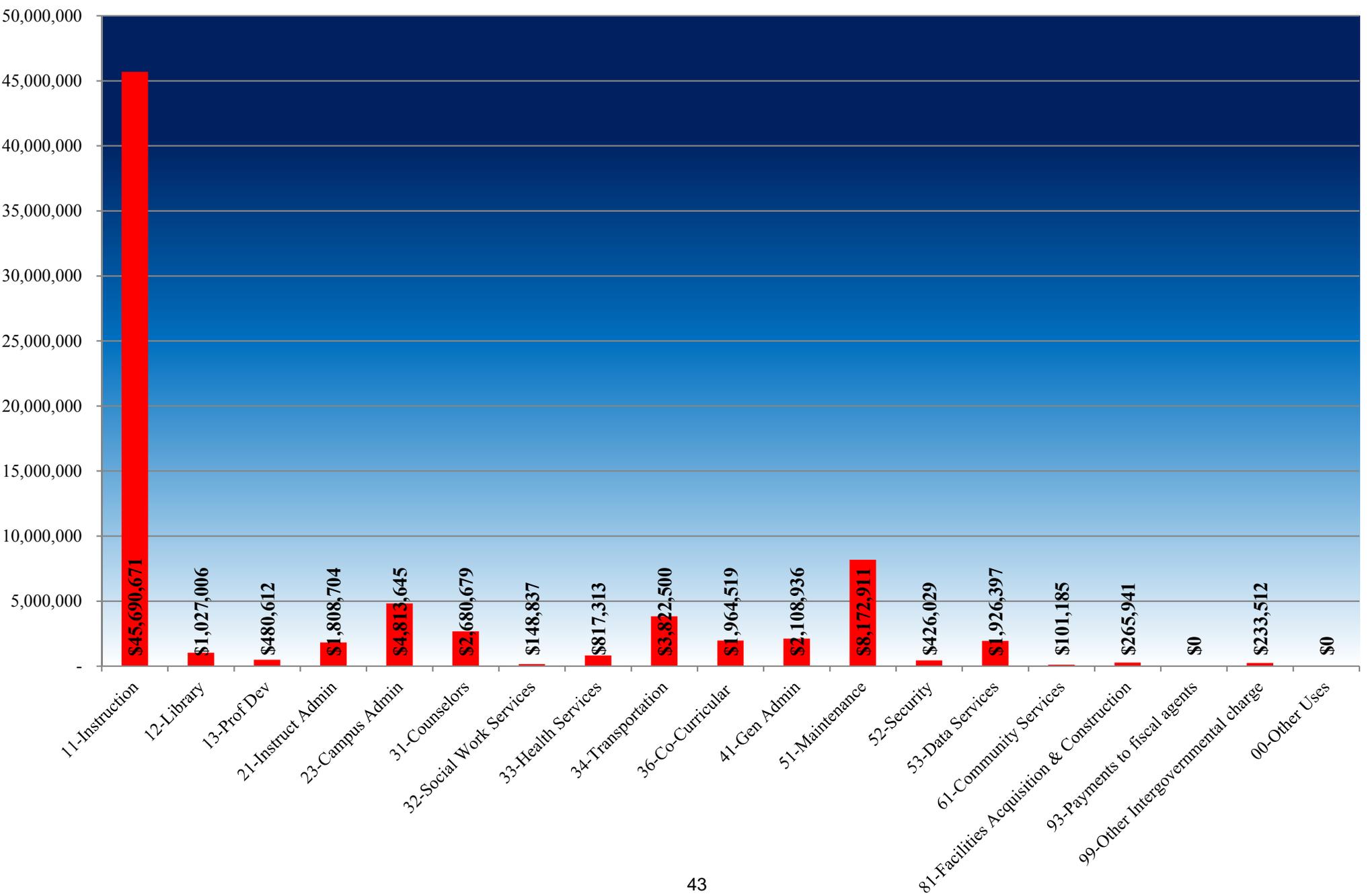
Hays Consolidated Independent School District
Statement of Revenues, Expenditures, and Changes in Fund Balance - General Fund
for the Month Ending November 30, 2020
(Un-Audited)

| | <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 | \$ 88,257,397 | \$ 88,678,647 | \$ 1,230,503.45 | (87,448,143.55) | 1.39% |
| State | 102,997,133 | 102,997,133 | 59,659,307.33 | (43,337,825.67) | 57.92% |
| Federal | 2,583,000 | 3,066,000 | 219,206.03 | (2,846,793.97) | 7.15% |
| Other Sources | - | - | 12,095.70 | 12,095.70 | NA |
| Total Revenues | \$ 193,837,530 | \$ 194,741,780 | \$ 61,121,112.51 | \$ (133,620,667.49) | 31.39% |
| Expenditures and Other Uses: | | | | | |
| 11-Instruction | 111,268,074 | 111,888,945 | 45,690,670.51 | 66,198,274.49 | 40.84% |
| 12-Library | 2,686,456 | 2,690,265 | 1,027,005.84 | 1,663,259.16 | 38.17% |
| 13-Prof Dev | 4,394,895 | 4,135,097 | 480,611.68 | 3,654,485.32 | 11.62% |
| 21-Instruct Admin | 4,866,624 | 4,937,336 | 1,808,703.53 | 3,128,632.47 | 36.63% |
| 23-Campus Admin | 12,100,694 | 12,124,458 | 4,813,645.25 | 7,310,812.75 | 39.70% |
| 31-Counselors | 6,860,734 | 6,915,734 | 2,680,679.40 | 4,235,054.60 | 38.76% |
| 32-Social Work Services | 269,052 | 269,052 | 148,836.65 | 120,215.35 | 55.32% |
| 33-Health Services | 2,251,762 | 2,252,155 | 817,313.29 | 1,434,841.71 | 36.29% |
| 34-Transportation | 11,291,406 | 11,291,916 | 3,822,500.29 | 7,469,415.71 | 33.85% |
| 36-Co-Curricular | 5,508,225 | 5,798,221 | 1,964,518.56 | 3,833,702.44 | 33.88% |
| 41-Gen Admin | 5,191,355 | 5,191,245 | 2,108,935.52 | 3,082,309.48 | 40.62% |
| 51-Maintenance | 20,348,895 | 21,077,152 | 8,172,911.26 | 12,904,240.74 | 38.78% |
| 52-Security | 2,805,352 | 2,801,652 | 426,028.54 | 2,375,623.46 | 15.21% |
| 53-Data Services | 5,085,338 | 5,228,808 | 1,926,396.59 | 3,302,411.41 | 36.84% |
| 61-Community Services | 270,526 | 271,076 | 101,185.31 | 169,890.69 | 37.33% |
| 81-Facilities Acquisition & Construction | - | 309,402 | 265,941.17 | 43,460.83 | 85.95% |
| 93-Payments to fiscal agents | 330,538 | 330,538 | - | 330,538.00 | 0.00% |
| 99-Other Intergovernmental charge | 837,000 | 837,000 | 233,512.42 | 603,487.58 | 27.90% |
| 00-Other Uses | - | - | - | - | NA |
| Total Expenditures and Other Uses | \$ 196,366,926 | \$ 198,350,052 | \$ 76,489,395.81 | \$ 121,860,656.19 | 38.56% |
| Excess of Revenues and Other Resources Over (Under) Expenditures and Other Uses | \$ (2,529,396) | \$ (3,608,272) | \$ (15,368,283.30) | | |
| Fund Balance July 1, 2020 - <u>(Un-Audited)</u> | \$ 67,780,715.59 | \$ 67,780,715.59 | \$ 67,780,715.59 | | |
| Fund Balance Ending - Monthly Reporting Period | \$ 65,251,319.59 | \$ 64,172,443.59 | \$ 52,412,432.29 | \$ (11,760,011.30) | |

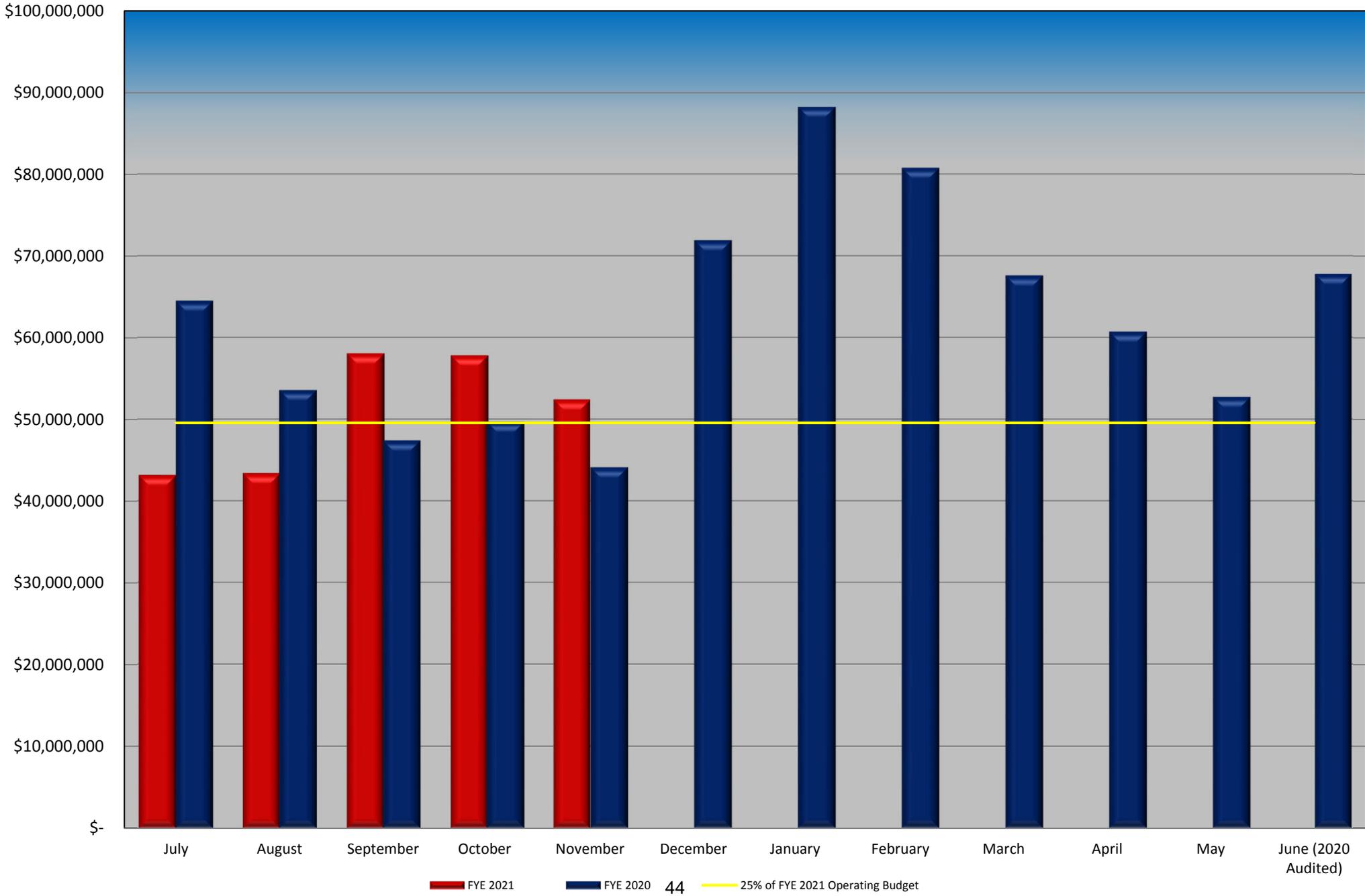
General Fund Revenues Collected to Date



General Fund Expenditures to Date



General Fund Balance by Reporting Month



Hays Consolidated Independent School District
Statement of Revenues, Expenditures, and Changes in Fund Balance - Child Nutrition Fund
for the Month Ending November 30, 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> |
|--|----------------------------------|----------------------------------|---|--|-----------------------------------|
| <i>Revenues and Other Resources:</i> | | | | | |
| Local | \$ 3,727,116 | \$ 3,727,116 | \$ 96,890.54 | \$ (3,630,225.46) | 2.60% |
| State | 45,093 | 45,093 | - | (45,093.00) | 0.00% |
| Federal | 6,130,966 | 6,130,966 | 1,458,170.09 | (4,672,795.91) | 23.78% |
| Other sources | - | - | - | - | NA |
| Total Revenues and Other Resources | \$ 9,903,175 | \$ 9,903,175 | \$ 1,555,060.63 | \$ (8,348,114.37) | 15.70% |
| <i>Expenditures and Other Uses:</i> | | | | | |
| 35-6100 Payroll | 4,363,880 | 4,363,880 | 1,520,347.29 | 2,843,532.71 | 34.84% |
| 35-6200 Professional and Contracted Services | 808,815 | 815,851 | 145,586.21 | 670,264.79 | 17.84% |
| 35-6341 Food Supplies | 3,658,529 | 3,661,529 | 436,605.42 | 3,224,923.58 | 11.92% |
| 35-6342 Non-Food Supplies | 256,968 | 256,968 | 54,167.40 | 202,800.60 | 21.08% |
| 35-6344 USDA Commodities | 415,477 | 415,477 | - | 415,477.00 | 0.00% |
| 35-6349 Miscellaneous Supplies | 157,001 | 185,344 | 28,993.78 | 156,350.22 | 15.64% |
| 35-6300 Supplies & Materials | 77,486 | 77,486 | 65,507.93 | 11,978.07 | 84.54% |
| 35-6400 Food Service Other Operating Expenses | 165,019 | 155,019 | 2,976.55 | 152,042.45 | 1.92% |
| 35-6600 Food Service Capital Expenses | - | 16,994 | 6,993.97 | 10,000.03 | 41.16% |
| Total Expenditures | \$ 9,903,175 | \$ 9,948,548 | \$ 2,261,178.55 | \$ 7,687,369.45 | 22.73% |
| Excess of Revenues and Other Resources | | | | | |
| Over (Under) Expenditures and Other Uses | \$ - | \$ (45,373) | \$ (706,117.92) | | |
| Fund Balance July 1, 2020 - <i>(Un-Audited)</i> | 3,570,816.87 | 3,570,816.87 | 3,570,816.87 | | |
| Fund Balance Ending - Monthly Reporting Period | \$ 3,570,816.87 | \$ 3,525,443.87 | \$ 2,864,698.95 | \$ (660,744.92) | |

Hays Consolidated Independent School District
Statement of Revenues, Expenditures, and Changes in Fund Balance - Debt Service Fund
for the Month Ending November 30, 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 Revenue | | | | | |
| Taxes, Current Year Levy | \$ 43,315,670 | \$ 43,315,670 | 257,094.32 | \$ (43,058,575.68) | 0.59% |
| Taxes, Prior Year | 250,000 | 250,000 | - | (250,000.00) | 0.00% |
| Penalties, Interest and Other Tax Revenues | 150,000 | 150,000 | 21,575.55 | (128,424.45) | 14.38% |
| Earnings from Investments | - | - | 7,981.79 | 7,981.79 | NA |
| Miscellaneous Revenue | - | - | 7,675.00 | 7,675.00 | NA |
| Local Revenue | \$ 43,715,670 | \$ 43,715,670 | \$ 294,326.66 | \$ (43,421,343.34) | 0.67% |
| State Revenue | | | | | |
| Additional State Aid for Homestead Exemption | \$ - | \$ - | \$ - | - | NA |
| State Revenue | \$ - | \$ - | \$ - | \$ - | NA |
| Total Revenue | \$ 43,715,670.00 | \$ 43,715,670.00 | \$ 294,326.66 | \$ (43,421,343.34) | 0.67% |
| Expenditures: | | | | | |
| 71-6511 Bond Principal | 24,720,000 | 24,720,000 | 12,285,000.00 | 12,435,000.00 | 49.70% |
| 71-6521 Interest on Bonds | 18,970,670 | 18,970,670 | 9,699,676.63 | 9,270,993.37 | 51.13% |
| 71-6599 Other Debt Service Fees | 25,000 | 25,000 | 18,630.00 | 6,370.00 | 74.52% |
| Total Expenditures | \$ 43,715,670 | \$ 43,715,670 | \$ 22,003,306.63 | \$ 21,712,363.37 | 50.33% |
| Excess of Revenues Over (Under) Expenditures | \$ - | \$ - | \$ (21,708,979.97) | | |
| Fund Balance July 1, 2020 - (Un-Audited) | \$ 32,276,539.78 | \$ 32,276,539.78 | \$ 32,276,539.78 | | |
| Fund Balance Ending - Monthly Reporting Period | \$ 32,276,539.78 | \$ 32,276,539.78 | \$ 10,567,559.81 | \$ (21,708,979.97) | |

Hays Consolidated Independent School District
Statement of Revenues, Expenditures, and Changes in Fund Balance - Capital Project Funds
for the Month Ending November 30, 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 | \$ 75.23 | \$ 41.03 | \$ 429.25 | \$ 389.40 | \$ 11,977.78 | \$ 12,912.69 |
| State | - | - | - | - | - | - |
| Other sources | - | - | - | - | - | - |
| Total Revenues and Other Resources | \$ 75.23 | \$ 41.03 | \$ 429.25 | \$ 389.40 | \$ 11,977.78 | \$ 12,912.69 |
| <i>Expenditures and Other Uses:</i> | | | | | | |
| 6100 Payroll | - | - | - | - | - | - |
| 6200 Professional and Contracted Services | - | - | - | - | 3,367.25 | 3,367.25 |
| 6300 Supplies and Materials | - | - | - | - | 158,405.88 | 158,405.88 |
| 6400 Other Operating Expenses | - | - | - | - | - | - |
| 6600 Capital Outlay | - | - | - | - | (459,299.56) | (459,299.56) |
| 8000-Other Uses | - | - | - | - | - | - |
| Total Expenditures | \$ - | \$ - | \$ - | \$ - | \$ (297,526.43) | \$ (297,526.43) |
| Excess of Revenues and Other Resources | | | | | | |
| Over (Under) Expenditures and Other Uses | \$ 75.23 | \$ 41.03 | \$ 429.25 | \$ 389.40 | \$ 309,504.21 | \$ 310,439.12 |
| Fund Balance July 1, 2020 - <i>(Un-Audited)</i> | \$ 214,180.23 | \$ 113,965.94 | \$ 1,005,419.92 | \$ 445,351.46 | \$ 19,126,248.96 | \$ 20,905,166.51 |
| Fund Balance Ending - Monthly Reporting Period | \$ 214,255.46 | \$ 114,006.97 | \$ 1,005,849.17 | \$ 445,740.86 | \$ 19,435,753.17 | \$ 21,215,605.63 |

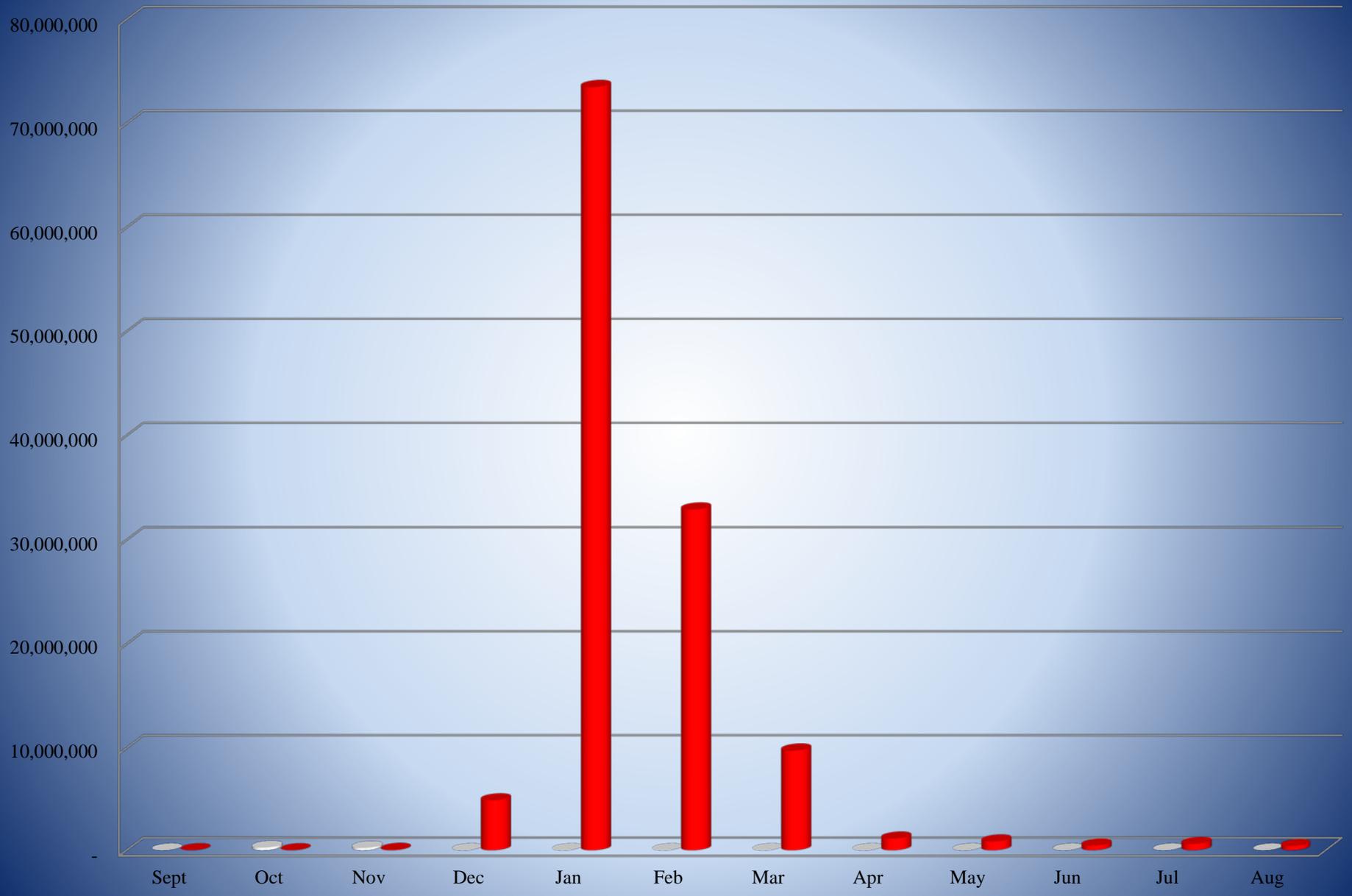
Hays Consolidated Independent School District
Statement of Revenues, Expenditures, and Changes in Fund Balance - Special Revenue Funds (Grants)
for the Month Ending November 30, 2020
(Un-Audited)

| | <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 | \$ - | \$ - | \$ 19,250.00 | \$ 19,250.00 | NA |
| State | - | - | 1,632,433.55 | 1,632,433.55 | NA |
| Federal | 6,415,479 | 6,415,479 | 2,080,691.66 | (4,334,787.34) | 32.43% |
| Total Revenues | \$ 6,415,479 | \$ 6,415,479 | \$ 3,732,375.21 | \$ (2,683,103.79) | 58.18% |
| Expenditures: | | | | | |
| 6100 Payroll | 5,274,410 | 5,274,410 | 2,622,581.21 | 2,651,828.79 | 49.72% |
| 6200 Professional and Contracted Services | 464,200 | 464,200 | 7,662.59 | 456,537.41 | 1.65% |
| 6300 Supplies and Materials | 639,537 | 639,537 | 1,095,321.62 | (455,784.62) | 171.27% |
| 6400 Other Operating Expenses | 37,332 | 37,332 | 6,809.79 | 30,522.21 | 18.24% |
| 6600 Capital Outlay | - | - | - | - | NA |
| Total Expenditures | \$ 6,415,479 | \$ 6,415,479 | \$ 3,732,375.21 | \$ 2,683,103.79 | 58.18% |
| Excess of Revenues Over (Under) Expenditures | \$ - | \$ - | \$ - | | |
| Fund Balance July 1, 2020 - <i>(Un-Audited)</i> | \$ - | \$ - | \$ - | \$ - | |
| Fund Balance Ending - Monthly Reporting Period | \$ - | \$ - | \$ - | \$ - | |

Hays Consolidated Independent School District
Monthly Tax Collection Report
for the Month Ending November 30, 2020

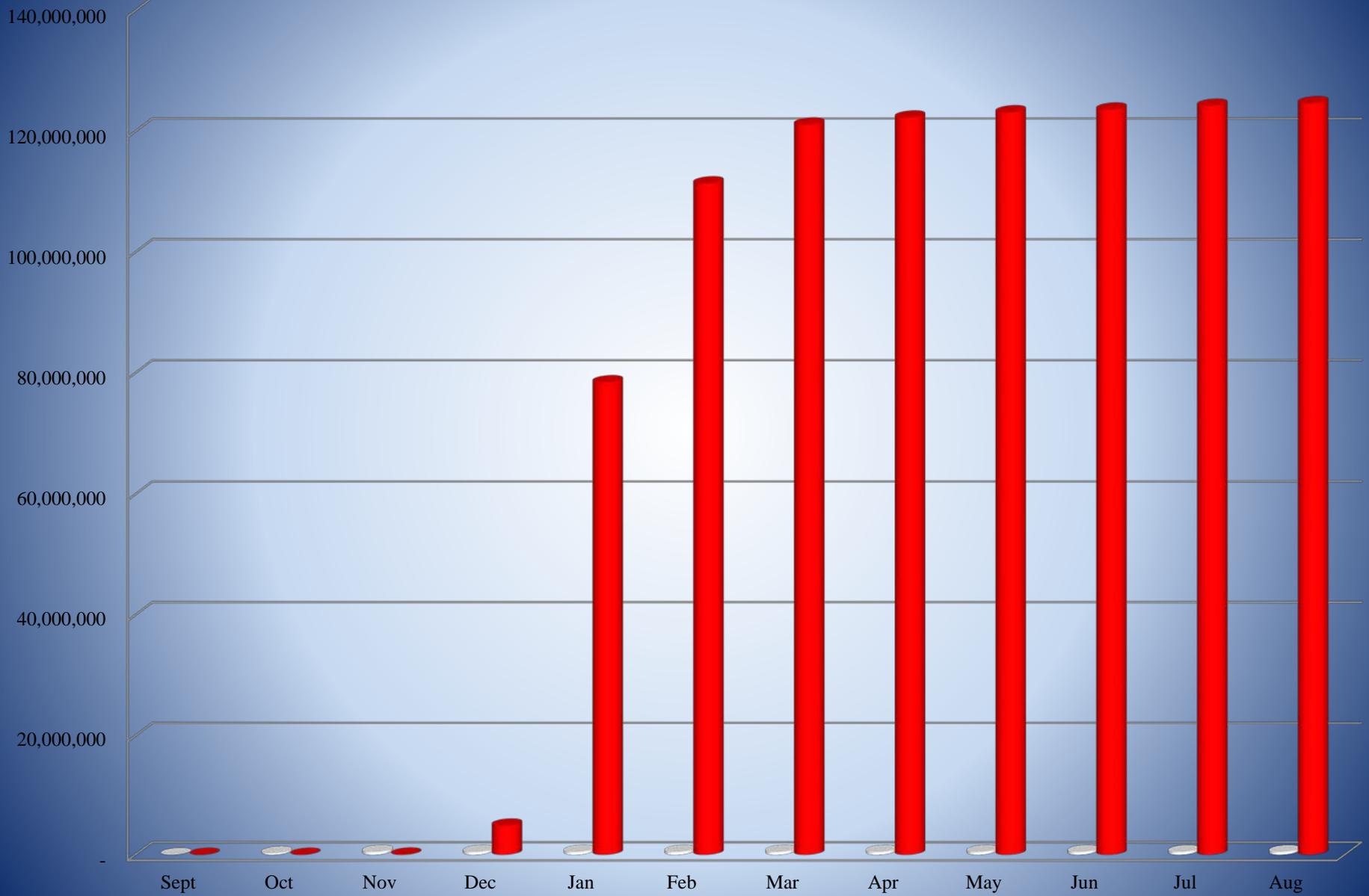
| | Prior Year 2019 - 2020 | | | | Current Year 2020 - 2021 | | | |
|---|-------------------------------|--------------------------|--------------------------|------------------|---------------------------------|--------------------------|--------------------------|------------------|
| | General Fund | Debt Service Fund | Total | % of Levy | General Fund | Debt Service Fund | Total | % of Levy |
| Current Month Tax Collections: | | | | | | | | |
| 5711 Taxes-Current Year Tax Levy | \$ 3,252,903.17 | \$ 1,667,906.70 | \$ 4,920,809.87 | 3.92% | \$ 141,926.68 | \$ 77,242.91 | \$ 219,169.59 | 0.17% |
| 5712 Taxes-Delinquent Collections | \$ (3,699.07) | \$ (1,781.21) | \$ (5,480.28) | | \$ 72,824.75 | \$ 36,827.21 | \$ 109,651.96 | |
| 5719 Penalties and Interest | \$ 10,454.53 | \$ 4,978.16 | \$ 15,432.69 | | \$ 18,314.41 | \$ 9,170.71 | \$ 27,485.12 | |
| Total Current Month Collections | \$ 3,259,658.63 | \$ 1,671,103.65 | \$ 4,930,762.28 | | \$ 233,065.84 | \$ 123,240.83 | \$ 356,306.67 | |
| Fiscal Year to Date Collections: | | | | | | | | |
| 5711 Taxes-Current Year Tax Levy | \$ 3,279,393.51 | \$ 1,680,574.73 | \$ 4,959,968.24 | 3.95% | \$ 314,234.52 | \$ 159,702.15 | \$ 473,936.67 | 0.36% |
| 5712 Taxes-Delinquent Collections | \$ 159,370.85 | \$ 75,809.57 | \$ 235,180.42 | | \$ 233,671.94 | \$ 118,196.91 | \$ 351,868.85 | |
| 5719 Penalties and Interest | \$ 45,828.15 | \$ 21,799.21 | \$ 67,627.36 | | \$ 51,661.53 | \$ 25,724.32 | \$ 77,385.85 | |
| Total Revenue Collected | \$ 3,484,592.51 | \$ 1,778,183.51 | \$ 5,262,776.02 | | 599,567.99 | 303,623.38 | 903,191.37 | |
| Total Budgeted Tax Revenue (Current, Delinquent, Penalty & Interest) | \$ 82,048,026.00 | \$ 41,354,502.00 | \$ 123,402,528.00 | | \$ 86,187,397.00 | \$ 43,715,670.00 | \$ 129,903,067.00 | |
| Percentage of Budget Collected | 4.25% | 4.30% | 4.26% | | 0.70% | 0.69% | 0.70% | |

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: December 14, 2020

Subject: Superintendent's Report on the Diversity Advisory Council

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:

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. Dr. Wright will release a weekly video “Wright this Minute” to help keep the Hays CISD constituents informed. Dr. Wright will create a Diversity Advisory Council to receive input from stakeholders to inform current practices in order to enhance district systems to reduce barriers and to create educational opportunities for students who are members of traditionally disenfranchised communities

Evidence of Attainment—Staff will receive targeted training, after a process review, in the areas of customer service and community relations. HCISD will develop strategies and systems to make this the best place to work, and the plan will be presented to the Board in November. The Board will receive timely updates on community and staff outreach. An employee engagement survey will be given and the Board will see the results AND how they will be addressed. The board and community will have the opportunity to view the latest “Wright this Minute” video each week. **During the December and June Board meetings, the board will receive a report of the recommendations made to Dr. Wright by the Diversity Advisory Council.** Progressive Educational Opportunities such as co-curricular, experiential learning, etc.

D. Administrative Recommendation: N/A

| Campus | Adult/Teacher | email | | Student |
|-------------------------|---------------------------------|--|---|---------------------------|
| HHS | Daniel Ayala | daniel.ayala@hayscisd.net | Teacher - Math | Jakob Zertuche |
| LHS | Crystal Moore | crystal.moore@hayscisd.net | Teacher - ELA | Serenity Williams |
| JHS | Catherine Lively | catherine.lively@hayscisd.net | Teacher - CTE | Kaden Winzer |
| LOA | Gaston Romero | gaston.romero@hayscisd.net | Teacher - Spanish | Berenice Rodriguez-Garcia |
| Impact Center | Mandy Brown | mandy.brown@hayscisd.net | Teacher - ELA SS | |
| Barton | Heather Yzaguirre | heather.yzaguirre@hayscisd.net | Teacher - Intervention | London Mendoza |
| Dahlstrom | Tamar Collins | tamar.collins@hayscisd.net | Teacher - SS | Addison (Addie) Petrea |
| Wallace | David Coronado | david.coronado@hayscisd.net | Teacher - ELA | Alexia Smith |
| Chapa | Angele Taylor | angele.taylor@hayscisd.net | Teacher - Science | Violet Latte Gilliam |
| Simon | Jorge Machado | jorge.machado@hayscisd.net | Teacher - Science | Avery Garza |
| McCormick | Tony Cesario | tony.cesario@hayscisd.net | Teacher - Band | Valeria Sandoval |
| Kyle | Judith Martinez | judith.martinez@hayscisd.net | Counselor | |
| Green | Florinda Arealos | florinda.arealos@hayscisd.net | Teacher - Bilingual | |
| Buda | Maggie Patterson | maggie.patterson@hayscisd.net | Teacher - Grade 5 | |
| Elm Grove | Hilary Adamson | hilary.adamson@hayscisd.net | Teacher - Music | |
| Fuentes | Alma Medina | alma.medina@hayscisd.net | Library Media Specialist | |
| Hemphill | Sarah Juarez | sarah.juarez@hayscisd.net | Para - Inclusion/Resource | |
| Tobias | Julie Juarez | julle.juarez@hayscisd.net | Teacher - PK | |
| Negley | Colleen Tierney | colleen.tierney@hayscisd.net | Library Media Specialist | |
| Science Hall | Brittany Cox | brittany.cox@hayscisd.net | Teacher - Grade 3 | |
| Blanco Vista | Marcia Holsonbake | marcia.holsonbake@hayscisd.net | Instructional Coach | |
| Camino Real | Juan Cardenas | juan.cardenas@hayscisd.net | Asst. Principal | |
| Carpenter Hill | Peyton Perez | peyton.perez@hayscisd.net | Teacher - Grade 4 STEM | |
| Pflugger | Judy Roberson | judith.roberson@hayscisd.net | Teacher - Grade 4 | |
| Uhland | Tricia Martinez | tricia.martinez@hayscisd.net | Instructional Coach | |
| | | | | |
| Departments | | | | |
| Communications | Moses Leos | moses.leos@hayscisd.net | Photographer-Videographer | |
| Technology | Steffon Manor | steffon.manor@hayscisd.net | Tech specialist - SpEd | |
| Human Resources | Brittany Johnson | brittany.johnson@hayscisd.net | Coordinator-Transportation | |
| C&I-Curriculum & Inst | Patricia Melgar Cook | Patricia.Melgar-Cook@hayscisd.net | Director - Biingual Services | |
| C&I- Special Ed | Luis Munoz | luis.munoz@hayscisd.net | Special Ed - Music Therapy | |
| Finance-Business Office | Sarah Mitchell | sarah.mitchell@hayscisd.net | Finance Specialist | |
| Finance-Child Nutrition | Kelly Brewer | kelly.brewer@hayscisd.net | Cook - BMS | |
| M&O | Michael Baker | michael.baker@hayscisd.net | Director - M&O | |
| | | | | |
| Facilitator | | | | |
| Lehman HS | Sabrina Perez | sabrina.perez@hayscisd.net | Counselor | |
| | | | | |
| Ex-Officio | Dr. Eric Wright | eric.wright@hayscisd.net | Superintendent of Schools | |
| Central Office | Marivel Sedillo | marivel.sedillo@hayscisd.net | Chief HR Officer | |
| Central Office | Harvest Coats | harvest.coats@hayscisd.net | Communications Office | |
| Central Office | Joanne Klaerner | joanne.klaerner@hayscisd.net | Superintendnet's Office | |
| | | | | |
| Elementary Parent | Sarah Simmons | Kindergarten parent | Project manager for College Advising Board | |
| Middle Skl. Parent | Chris Nieto | 7th grade parent | National Hispanic Institute | |
| High School Parent | Jennifer Saenz | Sophomore and Senior | E3 Alliance | |
| | | | | |
| Business Rep. | Audry Hegwood | | CEO and Founder - Impact Events & Marketing LLC | |
| Business Rep. | Dr. Dawn Brukenhoefer, PhD, LPC | | Curae Counseling & Consulting, PLLC | |
| | | | | |
| Community Rep. | Michael Whitehawk | | | |
| Community Rep. | Jacquelyn O'Donnell | | | |
| | | | | |
| 25 Campuses | | | | |
| 10 Students | | | | |
| 8 Departments | | | | |
| 3 Parents | | | | |
| 2 Business Reps. | | | | |
| 2 Community Reps. | | | | |
| 1 Facilitator | | | | |
| 4 Ex-Officio | | | | |

Diversity Advisory Council Agenda
October 29, 2020 – 4:30 PM
ZOOM meeting

- Welcome – Dr. Wright (1 minute)
- Introductions (35 minutes)
 - Name
 - School/Position
 - “Why”
- Look Different Video (8 minutes)
- Unconscious Bias Article – will be sent out with agenda (35 minutes)
 - Explain Implicit Biases and various terms
 - Open discuss about article
- Questions about Bylaws (5 minutes)
- Procedure and form for additional 7 members (5 minutes)
- Close meeting (2 minutes)

Diversity Advisory Council Agenda
December 3, 2020 – 4:30 PM
ZOOM meeting

- Introduction of new members
- Adoption of the bylaws
- Elections
- Social Contract
- Needs Assessment discussion
- Closing (Next meeting 1/14/21)

Hays CISD Diversity Advisory Council Bylaws

Article I Organization

The name of this organization shall be the Hays Consolidated Independent School District **Diversity Advisory Council (DAC)**. The DAC is an advisory council elected by the campuses and departments within Hays Consolidated Independent School District (Hays CISD) and enjoys a shared sense of empowerment with all administrative offices of the Hays CISD. The council serves to advise the Superintendent on issues related to diversity and equity.

Article II Mission Statement

The **Diversity Advisory Council (DAC)** is a broad and diverse council that will support and advise the Superintendent on the coordination and development of policies, programs, resources, and methods, which will increase maximum achievement for all students and staff in a multi-cultural, gender equitable environment that is safe for all stakeholders of the Hays CISD Community.

Article III Foundational Beliefs

The foundational beliefs of the council are that:

1. diversity will be an integral and celebrated part of all education programs, curriculum and extracurricular activities for students and staff;
2. students need to have like role models in their classrooms and school; personnel will practice cultural humility;
3. students and staff have the right to be educated and work in a harassment-free environment and;
4. integration on the basis of race, ethnicity, gender, and disability in our schools and education programs will help to prepare students to live more positively in a world that is very diverse.

Article IV Purpose

The purpose of this organization is to:

1. oppose inequity, prejudice, and discrimination anywhere in the school system;

2. promote nondiscriminatory and equal opportunity efforts in employment practices;
3. promote a multicultural, gender equitable approach to learning in all areas of the school curriculum;
4. develop a strategy to give life to the council's foundational beliefs;
5. promote professional in-service experiences for the teaching staff, administrators, board of education, noncertified personnel of the school system and the DAC members when appropriate;
6. serve as liaisons between the school district and members of diverse community groups;
7. support the development of programs, educational strategies and curriculum that promote positive human relations among diverse groups;
8. provide input into the development and evaluation of equity reports, updates and any other equity reviews including the annual report of the system;
9. facilitate the accomplishment of diverse and equity goals, and;
10. conduct any other related tasks assigned from time to time by Superintendent of Schools.

Article V Membership

1. The composition of this organization shall consist of
 - One (1) student from each secondary campus
 - One (1) adult representative from each Hays CISD Campus
 - One (1) representative from each Hays CISD Department
 - One (1) elementary school parent
 - One (1) middle school parent
 - One (1) high school parent
 - Two (2) business representatives
 - Two (2) community members.
2. The DAC Facilitator will serve as a permanent member of the Council, voting only in cases of ties and not serving as an officer.
3. Council membership should reflect the educational interest of the entire Hays CISD community.

4. Council members must demonstrate a commitment to the foundational beliefs of the council, a passion for and vested interest in diversity and equity issues, and advocate for all populations in their day-to-day lives.

Article VI Officers

1. Organization: The DAC will have a chairperson, a vice chairperson and a secretary who are elected for one year terms by the membership. These officers, along with the DAC Facilitator shall be known as the DAC Executive Council. Elections will be held at the first meeting of the new membership year. Duties of the officers shall be those commonly ascribed to these offices. Officers shall be elected by simple majority of elected and appointed members.
2. Officers of the DAC shall be elected for a term of one (1) year.
3. An officer may be re-elected to office or may be eligible for another elective office.

Article VII Meetings

1. Unless an alternative date is determined by a majority of the Council members. The regular meetings of the DAC shall be held quarterly on the first Thursday of the month with the agenda set by the Chairperson in cooperation with the DAC Facilitator. Additional meetings may be called by the Chairperson and/or the DAC Facilitator.
2. A quorum consisting of two-thirds (2/3) of the Council membership is needed to conduct official business. Meeting rules adapted from Robert's Rules of Order will be followed at the meetings.
3. Official business will be conducted in the presence of the voting members present at the meeting.
4. Active participation by members is encouraged. If any member misses two (2) meetings during a single term, that member will be removed from the council and a new representative from the campus/ department will be appointed. If a business, community or parent member misses two (2) meetings, the council will appoint another representative to fill that position.

5. Council business shall not conflict with applicable Federal, State, or local laws or school board policies.

Article VIII Terms of Membership

1. Membership is limited to individuals who are students or employees of Hays CISD or are appointed within the Hays CISD community.
2. Terms for the inaugural Council will begin in October 2020. Subsequent terms shall commence at the beginning of each school year in which membership is approved.
3. The initial terms of the inaugural Council members will be for the remainder of the 2020-2021 school year. The following terms will be staggered with one-half of the Council members serving for one (1) additional year, and the remaining Council members serving for two (2) years. Thereafter, all terms will be two (2) years – not to exceed 3 consecutive terms. Student representatives will serve for one (1) year.
4. Those appointed to serve on the DAC to replace a member who has resigned or has been asked to resign, shall complete the term of said member and have the option of serving another term. DAC Facilitator/Chairperson shall appoint business, community and parent Council members as needed.
5. A Council member can be dismissed for persistent, pervasive, or severe violations of the DAC bylaws, DAC social contract or school board policies.
6. Council members may be reelected or appointed for membership to serve for another term not to exceed 3 consecutive terms.

Glossary

Diversity is defined as the practice or quality of including or involving people from a range of different social and ethnic backgrounds and of different genders, sexual orientations, etc.

Diversity is differences in racial and ethnic, socioeconomic, geographic, and academic/professional backgrounds - people with different opinions, backgrounds (degrees and social experience), religious beliefs, political beliefs, sexual orientations, heritage, and life experience.

Equality is defined as the state of being equal, especially in status, rights, and opportunities.

Equality is about ensuring that every individual has an equal opportunity to make the most of their lives and talents. **Equality** recognizes that historically certain groups of people with protected characteristics such as race, disability, sex and sexual orientation have experienced discrimination.

Equity is defined as the quality of being fair and impartial.

Our society is continuing to make steps towards equality but being equal and fair is not always straightforward. Sometimes, people may need differing treatment to make their opportunities the same as another's. This is called **equity**.

Officers of the Diversity Advisory Council elected at the December 3 meeting

- Chairperson – Peyton Perez
- Vice Chairperson – Daniel Ayala
- Secretary – Jakob Zertuche

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

Date: December 14, 2020

Subject: Update on 2020-2021 School Year

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:

Share with Board and Community information regarding happenings in the district

D. Administrative Recommendation: N/A

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 be provided with a copy of this agenda content calendar at, or close to, the beginning of each school year.
 - 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 and Board will develop a Board calendar that will include regular and workshop meeting dates of the Board of Trustees and the Board shall vote on the calendar annually.

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

Conducting Board Meetings

▶ Quorum

- Attendance at Meetings - Whenever a Board Member will be late to, or absent from, a meeting or workshop, the Board Member must notify the Board President and the Superintendent's Secretary of the absence or the anticipated time of arrival to the meeting or workshop.
- 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.