

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 Monday, March 29, 2021 beginning at 5:30 PM at Kunkel Room at the Historic Buda Upper Campus, 300 San Marcos St., Buda, TX 78610.

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

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

Pursuant to the March 16, 2020 proclamation issued by Governor Abbott, this meeting may be held in-person and by videoconference in order to advance the public health goal of limiting face-to-face meetings to slow the spread of COVID-19. Some School Board members will be present in the meeting location while others may attend the meeting via videoconferencing. The meeting can be viewed live on line at <https://www.hayscisid.net/site/Default.aspx?PageID=196>. Members of the public who wish to provide citizen comment have the following options:

1. In-person - Kunkel Room at the Historic Buda Upper Campus, 300 San Antonio Street, Buda, Texas 78610.
2. On-Line - submit on line comment form found at <https://www.hayscisid.net/boardcomment>. Comments must be submitted between the hours of 8:00 AM 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.

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

B. **CLOSED SESSION**

Dr. Eric Wright

1. Personnel: Review of Superintendent's recommendations regarding employment, resignations, extended leaves, and other personnel matters, including administrative recommendation for Deputy Academic Officer, Director of Support Services and Director of Construction and Planning - Tex. Gov't Code Sec. 551.074
2. Personnel: Deliberation regarding Superintendent's recommendations for employment contracts for administrators, certified professionals and professionals for the 2021-2022 school year including Cabinet, Deputy Academic Officers, Directors, Principals and Assistant Principals - Tex. Gov't Code Sec. 551.074

C. **RECONVENE IN OPEN SESSION (immediately following closed session)**

D. **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.

E. **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.

F. **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	
G.	<b><u>PUBLIC HEARING - CHILDREN'S INTERNET PROTECTION ACT (CIPA)</u></b>	<b>6</b>
	Required Children's Internet Protection Act (CIPA) hearing regarding the Hays CISD Internet Safety Guidelines	
	Diane Borreson	
H.	<b><u>PUBLIC FORUM</u></b>	<b>11</b>
	It is the policy of the Board that, if members of the public wish to address the Board in Public Forum, they must complete and submit the Request to Address the Board of Trustees form (green sheet). This form may be obtained and at the entrance to the Board room and must be submitted to Tim Savoy, Chief Information Officer at the entrance prior to reconvening in open session. Public participation in Board meetings is limited to the Public Forum portion of the meeting agenda, as is provided in Board policy.	
	If you would like to leave comments with the Board but do not wish to attend the meeting, you can submit such comments at <a href="https://www.hayscisid.net/boardcomment">https://www.hayscisid.net/boardcomment</a> . Those 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.	
	<i>Please be aware that the audio of Public Forum is recorded as part of the recording of the entire meeting and is published on the District's website without alteration. A person who chooses to speak in Public Forum is consenting to the online publication of their comments.</i>	
I.	<b><u>REQUESTS FOR INFORMATION FROM THE BOARD OF TRUSTEES</u></b>	
J.	<b><u>CONSENT AGENDA</u></b>	<b>12</b>
	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	13
	Dr. Eric Wright	
	2. Budget Amendments	18
	Randy Rau	
K.	<b><u>ACTION ITEMS</u></b>	
	1. Consideration and action, if any, resulting from closed session	
	Dr. Eric Wright	
	a. Consideration and possible action on Superintendent's recommendations regarding employment, resignations, extended leaves, and other personnel matters, including administrative recommendations for Deputy Academic Officer, Director of Support Services and Director of Construction and Planning	23
	b. Consideration and possible action on Superintendent's recommendations for employment contracts for administrators, certified professionals and professionals for the 2021-2022 and the 2022-2023 school years, including existing Cabinet members, Deputy Academic Officers, Directors, Principals and Assistant Principals.	24
	2. Consideration and possible approval of early release of additional FTEs for the 2021-2022 academic school year	25
	Marviel Sedillo	
	3. Consideration and possible approval of purchase of propane buses from Longhorn Bus Sales	26
	Max Cleaver	
	4. Consideration and possible ratification of procurement of restoration, repair and replacement services from various vendors for property damage sustained during the winter storm of 2021	28
	Max Cleaver	
	5. Consideration and possible approval of an easement to Goforth Special Utility District to provide water service to the future elementary school	31
	Max Cleaver	
	6. Consideration and possible adoption of TASB Policy Update 116 Affecting Local Policies	40

Dr. Eric Wright	
CQB(LOCAL): Technology Resources: - Cybersecurity	
DCD(LOCAL): Employment Practices: - At-Will Employment	
DCE(LOCAL): Employment Practices: - Other Types of Contracts	
FFAC(LOCAL): Wellness and Health Services: - Medical Treatment	
GKA(LOCAL): Community Relations: - Conduct on School Premises	
7. Consideration and possible action on election of Education Service Center Region XIII Board of Directors Place 7	52
Dr. Eric Wright	
<b>L. <u>INFORMATION ITEMS</u></b>	
1. PreK Adoption for Instructional Materials	58
Derek McDaniel, Sami Kinsey	
2. 2021-2022 Budget - Preliminary Review	71
Randy Rau	
3. Finance Report	72
Randy Rau	
4. Superintendent update on the 2020-2021 school year	87
Dr. Eric Wright	
<b>M. <u>RECAP OF BOARD MEMBERS' REQUESTS FOR INFORMATION</u></b>	
Board Secretary	
<b>N. <u>BOARD REFERENCE DOCUMENTS</u></b>	<b>88</b>
<b>O. <u>UPCOMING BOARD MEETINGS</u></b>	
April 19, 2021 @ Kunkel Room at Historic Buda Elementary	
April 26, 2021 @ Kunkel Room at Historic Buda Elementary	
May 17, 2021 @ Kunkel Room at Historic Buda Elementary	
May 24, 2021 @ Kunkel Room at Historic Buda Elementary	
June 21, 2021 @ Kunkel Room at Historic Buda Elementary	
June 28, 2021 @ Kunkel Room at Historic Buda Elementary	
<i>Official Board of Trustees information may be obtained at <a href="http://www.hayscisd.net">www.hayscisd.net</a></i>	
<b>P. <u>ADJOURN</u></b>	

This notice was posted in compliance with the Texas Open Meetings act on: March 26, 2021 at 2:00 PM

EXCEPTIONS FOR CLOSED MEETINGS	The Board may conduct a closed meeting for the purpose described in the following provisions.
ATTORNEY CONSULTATION	1. The 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. <i>Gov't Code 551.071</i> [See BE for permissible methods of communication for attorney consultations.
REAL PROPERTY	2. The 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. <i>Gov't Code 551.072</i>
PROSPECTIVE GIFT	3. The Board may conduct a closed meeting to deliberate a negotiated contract for a prospective gift or donation to the District if deliberation in an open meeting would have a detrimental effect on the Board's position in negotiations with a third person. <i>Gov't Code 551.073</i>
PERSONNEL MATTERS	4. The 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, the 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. <i>Gov't Code 551.074</i>  The closed meeting exception for personnel matters does not apply when the Board discusses an independent contractor who is not a school employee, such as an engineering, architectural, or consultant firm, or when the Board discusses a class or group of employees, not a particular employee. <i>Atty. Gen. Op. MW-129 (1980), Atty. Gen. Op. H-496 (1975)</i>
EMPLOYEE- EMPLOYEE COMPLAINTS	The 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, the 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. <i>Gov't Code 551.082</i>
STUDENT DISCIPLINE	5. The Board is not required to conduct an open meeting to deliberate in a case involving discipline of a public school child. However, the Board may not conduct a closed meeting for this purpose if the child's parent or guardian makes a written request for an open hearing. <i>Gov't Code 551.082</i>
PERSONALLY IDENTIFIABLE STUDENT INFORMATION	6. The 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 the 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.  <i>Gov't Code 551.0821</i>
MEDICAL OR PSYCHIATRIC RECORDS	7. A board that administers a public insurance, health, or retirement plan is not required to conduct an open meeting to deliberate: <ul style="list-style-type: none"><li>a. The medical records or psychiatric records of an individual applicant for a benefit from the plan; or</li><li>b. A matter that includes a consideration of information in the medical or psychiatric records of an individual applicant for a benefit from the plan.</li></ul> <i>Gov't Code 551.0785</i>
SECURITY	8. The Board is not required to conduct an open meeting to deliberate: <ul style="list-style-type: none"><li>a. The deployment, or specific occasions for implementation, of security personnel or devices; or</li><li>b. A security audit.</li></ul> <i>Gov't Code 551.076</i>

ASSESSMENT INSTRUMENTS	9. The Board shall conduct a closed meeting to discuss or adopt individual assessment instruments or assessment instrument items. <i>Education Code 39.030(a)</i>
EMERGENCY MANAGEMENT	10. The Board is not required to conduct an open meeting to deliberate information confidential under Government Code 418.175–418.182, relating to Homeland Security. However, the Board must make a tape recording of the proceedings of a closed meeting held to deliberate the information. <i>Gov't Code 418.183(f)</i>
ECONOMIC DEVELOPMENT NEGOTIATIONS	11. The Board is not required to conduct an open meeting: <ul style="list-style-type: none"> <li>a. 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 the District and with which the Board is conducting economic development negotiations; or</li> <li>b. To deliberate the offer of a financial or other incentive to such a business prospect.</li> </ul> <i>Gov't Code 551.087</i>
PROCEDURES FOR CLOSED MEETINGS	If a closed meeting is allowed, the 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. <i>Gov't Code 551.101</i>
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. <i>Gov't Code 551.102</i> [See BE]
CERTIFIED AGENDA OR TAPE RECORDING	The Board shall either keep a certified agenda or make a recording of the proceedings of each closed meeting, except for private consultation with the 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. <i>Gov't Code 551.103</i>  "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. <i>Gov't Code 551.001(7)</i>  Closed meetings may not be recorded by an individual trustee against the wishes of a majority of the Board. <i>Zamora v. Edgewood ISD, 592 S.W.2d 649 (Tex. App.—San Antonio, 1979, writ ref'd n.r.e.)</i>
PRESERVATION	The 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. <i>Gov't Code 551.104(a)</i>
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. <i>Gov't Code 551.104(b), (c)</i>
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. <i>Gov't Code 551.145</i>  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. <i>Gov't Code 551.146</i>  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. <i>Gov't Code 551.144(a)</i>
AFFIRMATIVE DEFENSE	It is an affirmative defense to prosecution under Government Code 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. <i>Gov't Code 551.144(c)</i>

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

**Date:** March 29, 2021

**Subject:** Public Hearing – Required Children’s Internet Protection Act (CIPA)

**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                       NA

**C. Goal or Need Addressed:**

Public Hearing on the Children’s Internet Protection Act (CIPA)

**D. Summary:**

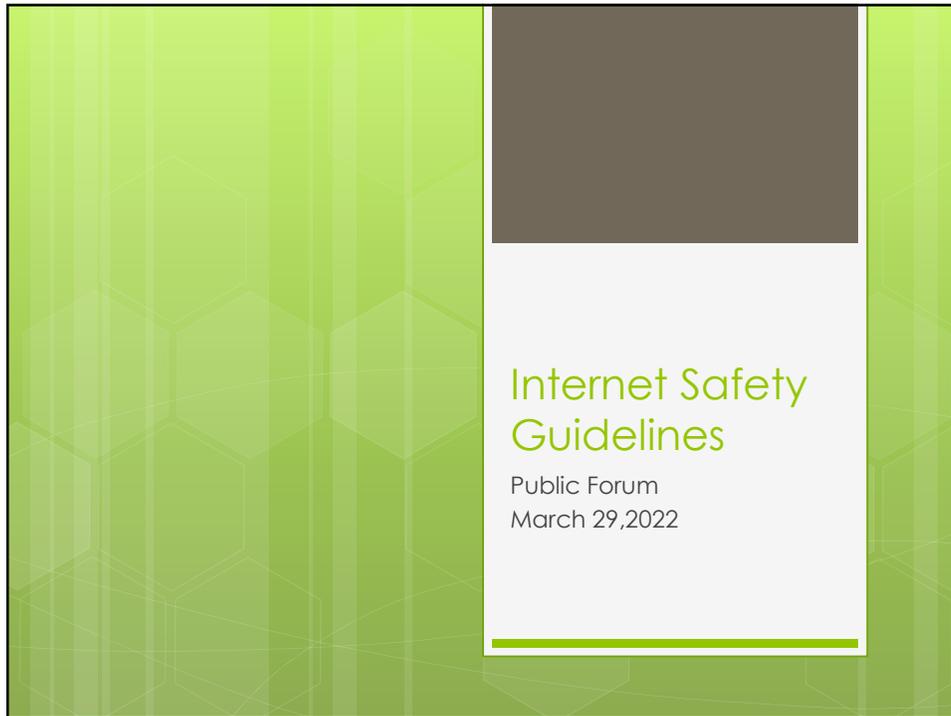
The Children’s Internet Protection Act (CIPA) was enacted by Congress in 2000 to address concerns about children’s access to obscene or harmful content over the Internet. CIPA imposes certain requirements on schools or libraries that receive discounts for Internet access or internal connections through the E-rate program – a program that makes certain communications services and products more affordable for eligible schools and libraries. In early 2001, the FCC issued rules implementing CIPA and provided updates to those rules in 2011.

Schools and libraries subject to CIPA may not receive the discounts offered by the E-rate program unless they certify that they have an Internet safety policy that includes technology protection measures. The protection measures must block or filter Internet access to pictures that are: (a) obscene; (b) child pornography; or (c) harmful to minors (for computers that are accessed by minors). Before adopting this Internet safety policy, schools and libraries must provide reasonable notice and hold at least one public hearing or meeting to address the proposal.

Schools subject to CIPA have two additional certification requirements: 1) their Internet safety policies must include monitoring the online activities of minors; and 2) as required by the Protecting Children in the 21st Century Act, they must provide for educating minors about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms, and cyberbullying awareness and response.

**E. Monitoring:**

**Person responsible for evaluating this decision or action – Dianne Borreson, Chief Technology Officer**



CIPA Compliance

**Establish/publish a comprehensive Internet Safety Policy that:**

- Includes technology protection measures. The protection measures must block or filter Internet access to content that is: (a) obscene; (b) child pornography; or (c) harmful to minors
- Addresses monitoring and restricting inappropriate network usage
- Provides for educating minors about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms, and cyberbullying awareness and response.

## Purpose of Internet Safety Guidelines

- Identify provisions and procedures that address staff and student internet safety as required by the Children's Internet Protection Act (CIPA), Neighborhood Children's Internet Protection Act (NCIPA) and The Protecting Children in the 21st Century Act.
- Long-Range Plan for technology
- E-Rate compliance

## Access to Inappropriate Materials

- Filtering-blocks access to at least, but not limited to the three categories of visual depictions specified by CIPA – obscene, child pornography and harmful to a child.
- Network monitoring tools
- Supervision
- Education on digital citizenship
- Acceptable Use Guidelines for all network access

## Inappropriate Network Usage

- Online communication tools-use of personal email, blogs, chat rooms, social media sites is addressed
- Unauthorized online access-network login credentials, software installs, virus protection
- Unauthorized disclosure of personal information-Restricts unauthorized disclosure, use, and dissemination of personally identifiable information regarding students

## Digital Citizenship

- Digital citizenship emphasizes safe, responsible, legal, and ethical behavior while using technology, digital tools and resources. It is expected that Hays CISD students receive instruction in Digital Citizenship correlated to the Technology Applications TEKS.
- Teacher resources are available at:  
<http://www.hayscisd.net/mod>.
- Parental resources are available at:  
<http://www.hayscisd.net/it>

## Curriculum Support

<a href="http://www.netismartz.org/">http://www.netismartz.org/</a>	<a href="http://www.citationmachine.net/index2.php">http://www.citationmachine.net/index2.php</a>
<a href="http://www.commonsemmedia.org/educators/classroom-curriculum/scope-sequence">http://www.commonsemmedia.org/educators/classroom-curriculum/scope-sequence</a>	<a href="http://www.cyberbee.com/copyrt.html">http://www.cyberbee.com/copyrt.html</a>
<a href="http://www.ciconline.org/DigitalCitizenship">http://www.ciconline.org/DigitalCitizenship</a>	<a href="http://www.copyrightkids.org/">http://www.copyrightkids.org/</a>
<a href="http://powertolearn.com/internet_smarts/index.shtml">http://powertolearn.com/internet_smarts/index.shtml</a>	<a href="http://www.easybib.com/">http://www.easybib.com/</a>
<a href="https://jointheteam.com/">https://jointheteam.com/</a>	<a href="http://creativecommons.org/">http://creativecommons.org/</a>
<a href="http://www.nsteens.org/">http://www.nsteens.org/</a>	<a href="https://owl.english.purdue.edu/owl/resource/677/01/">https://owl.english.purdue.edu/owl/resource/677/01/</a>
<a href="http://www.safekids.com/">http://www.safekids.com/</a>	<a href="http://www.brainpop.com/technology/digitalcitizenship/">http://www.brainpop.com/technology/digitalcitizenship/</a>
<a href="http://kids.getnetwise.org/safetyguide/">http://kids.getnetwise.org/safetyguide/</a>	<a href="http://www.brainpop.com/english/writing/citingsources/preview.weml">http://www.brainpop.com/english/writing/citingsources/preview.weml</a>
<a href="http://disney.go.com/legal/internet_safety.html">http://disney.go.com/legal/internet_safety.html</a>	<a href="http://www.brainpop.com/technology/computersandinternet/digitalaetiquette/">http://www.brainpop.com/technology/computersandinternet/digitalaetiquette/</a>
<a href="http://beforeyoutext.com">http://beforeyoutext.com</a>	<a href="http://www.learning.com/">http://www.learning.com/</a>
<a href="http://www.stopcyberbullying.org">http://www.stopcyberbullying.org</a>	<a href="https://sites.google.com/a/g.hayscisd.net/digital-citizenship/">https://sites.google.com/a/g.hayscisd.net/digital-citizenship/</a>

## Questions



# HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: March 29, 2021

Subject: Public Forum

Administrator Responsible/Position: Dr. Eric Wright, Superintendent

**A. Purpose of Agenda Item**

Action needed

Information only

Receive input

**B. Authority for This Action:**

Local Policy BED

Law or Rule

N/A

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

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

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

If you would like to leave comments with the Board but do not wish to attend the meeting, you can submit such comments at <https://www.hayscisid.net/boardcomment>. Those 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.

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

# HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: March 29, 2021

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

**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: March 29, 2021

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 March 1, 2021 meeting are presented for approval

**E. Comments Received:**

Cabinet

DLT

FBOC

Teacher Org. Reps.

Other \_\_\_\_\_

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

**F. Administrative Recommendation:**

The Superintendent recommends the Board approve minutes from the March 1, 2021 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 March 1, 2021 Board meeting minutes as presented.

**Minutes of Regular Meeting  
March 1, 2021**

**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](http://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 5:30 PM. Board members, Raul Vela, Merideth Keller, Will McManus, Esperanza Orosco, Michael Sanchez, and Vanessa Petrea were present. Board Member Willie Tenorio was not in attendance.

**CLOSED SESSION**

The Board adjourned to closed session at 5:30 PM for the Superintendent's Formative Evaluation - Quarterly Progress Report on the Board and Superintendent Goals under Tx. Gov't Code Sec. 551.074.

**RECONVENE IN OPEN SESSION**

The Board reconvened in open session at 6:17 PM.

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

**MISSION STATEMENT**

**SOCIAL CONTRACT**

**PUBLIC FORUM**

No one from the public addressed the Board during the public forum portion of the meeting.

**STUDENT ACHIEVEMENT REPORT**

Kevin Malandrucolo presented to the Board the updated data for CBAs, mCLASS, TPEIR Kindergarten Readiness Report, PreK, and DreamBox. Discussion ensued. Administrators answered questions from the Board.

Derek McDaniel presented to the Board the High School Recovery Plans for Lehman High School, Hays High School, and Johnson High School. Discussion ensued. Administrators from Curriculum & Instruction answered questions from the Board.

**CONSENT AGENDA**

Minutes of Board of Trustees Meetings

Budget Amendments

Procurements

- a. Cleaning and Sanitation Services District Wide - The Steam Team; Aqua One, LLC; ATI Restoration & GermBlast
- b. Athletic Equipment and Supplies - District Wide - Riddell All American
- c. Online Intervention Program: Reading Plus - Southwest Education

Mrs. Keller pulled the Online Intervention Program from the consent agenda for further discussion. Rigorous discussion ensued and questions were answered. The item is included with the other

procurements for consent. 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.

The Board took a short break from 7:25PM to 7:31 PM.

### **ACTION ITEMS**

Consideration and possible approval of Missed School Days Waiver

The Missed School Days Waiver, pursuant to TEC 25.081, allows the district to request a waiver if instructional days are missed due to weather, health, safety, or other issues. Ice and snow from the recent winter storm made travel impossible. Along with impassible roads, many of the district's residents were without water and power for extended periods of time. The waiver period is from February 15, 2021 to February 24, 2021.

Mr. McManus moved and Mrs. Keller seconded the motion that the Board approve the request to apply for the TEA State Waiver for Missed School Days for all campuses in the district, together with granting the Superintendent authority to approve any additional waivers necessary for Fuentes Elementary, Hemphill Elementary and Tom Green Elementary, in connection with the weather related incident. The motion passed with a 6-0 vote.

Consideration and possible approval of resolution regarding compensation of staff affected by inclement weather during February, 2021 winter storm

From February 15, 2021 through February 20, 2021, the State of Texas was hit with an unprecedented winter storm which left extreme ice and snow throughout the entire district. This storm made travel impossible and many of the residents were without water and power for extended periods of time. Many facilities in the district suffered extensive water damage from broken pipes. There was no potable water from the City of Kyle Utilities to service many of the campuses. On Monday and Tuesday, February 22 and 23, all available crews were working to repair damage and clean up the facilities in order that students may return by February 24. It is in the best interest of the school district, for appropriate public purposes, and to ensure effective district operations and the best use of public funds for the Board to adopt the proposed resolution.

Mrs. Keller moved and Mr. Vela seconded the motion that the Board approve the resolution regarding compensation of staff affected by inclement weather during the February 2021 winter storm, as presented. The motion passed with a 6-0 vote.

Consideration and possible approval of design for Sunfield Elementary School

On December 18, 2019, the Board selected Huckabee Architects to provide architectural services for the design of a new elementary school in the Sunfield Development. On February 24, 2020 the Project Team presented a Sunfield ES schematic design (SD) update to the Board. At the same meeting, the Board approved a reimbursement resolution to provide funding to complete the design of the school in time for a potential May 2020 Bond election.

On April 27, 2020 Huckabee presented an Enhanced SD + DD package to the Board in Board Blog. On March 10, 2020 Huckabee presented the design to the FBOC. On March 13, 2020, the District went on Spring Break and did not resume normal operations until the summer of 2020.

On August 17, 2020 the Board declared the May 2020 Bond election moot for the November 2020 election cycle. At that point, the project design continued, but at a slower pace. The work primarily included making application and completing the paperwork for the various permit and development requirements and completing the construction document (CD) phase cost estimate.

The purpose of this agenda item is to re-familiarize the Board with the project and seek approval of the design-to-date (CD) in order to allow Huckabee Architects to finalize the construction documents and allow the Construction Manager-at-Risk to bid the project.

Mr. McManus moved and Dr. Sanchez seconded the motion that the Board approve the design-to-date for the Sunfield Elementary School and authorize the Superintendent to finalize construction documents based on the current plans, as presented. The motion passed with a 6-0 vote.

#### Consideration and possible approval of Design to Date for initial O'Connell Robertson Projects

On May 28, 2019 the Board approved a reimbursement resolution for design work related to a future, potential 2020 Bond. In October 2019, the Board assigned select 2020 Bond Projects to O'Connell Robertson (OCR) including Dahlstrom MS, McCormick MS, Barton MS, and Elm Grove ES. Design work stopped in May 2020, at approximately 50% Design Development (DD), when the funding from the reimbursement resolution was spent.

In December 2020 The Board approved another reimbursement resolution to continue the design work on the first four projects listed above and to accelerate the design work for the Negley ES project.

At the FBOC meeting on February 4, 2021, OCR presented the design work-to-date for the five schools listed above. Prior to the presentation, staff reviewed the designs with the Committee Chair and Co-chair to ensure they were aware of the project scope.

During the pandemic shut-down, staff provided the Board with written updates to stay informed of project progress. Staff shared that it would require flexibility as we re-engaged the Board for design approval. The Project Team is recommending Board consideration of the "design-to-date", which is more or less 100% DD for the first four projects, and 95% SD for the Negley ES project. Staff is also requesting authorization to generate construction documents based on the design-to-date for all five projects.

Mr. McManus moved and Mr. Vela seconded the motion that the Board approve the design-to-date for the five projects included in this agenda item, and authorize the Superintendent to generate construction documents based on the design-to-date, as presented. The motion passed with a 6-0 vote.

#### Consideration and possible approval of final plat for Elm Grove Elementary School

Platting provides the framework to adequately record land use-transactions for the development process and is necessary in order to be eligible to apply for future building permits. Mr. McManus moved and Mr. Vela seconded the motion that the Board approve the final plat for Elm Grove Elementary School, as presented. The motion passed with a 6-0 vote.

#### Consideration and possible approval of final plat for Dahlstrom Middle School

Platting provides the framework to adequately record land use-transactions for the development process and is necessary in order to be eligible to apply for future building permits. Mr. McManus moved and Mr. Vela seconded the motion that the Board approve the final plat for Dahlstrom Middle School, as presented. The motion passed with a 6-0 vote.

#### Consideration and possible approval of Hays County Right-of-Way request on FM 967 at Beacon Hill Road

Hays County is requesting additional right-of-way (ROW) totaling approximately 1,080 square feet (0.0248 acres), located on the northern portion of the Hays CISD Impact Center property for the purpose of improving the storm drainage in conjunction with road improvements on FM 967 from 1.48 miles west of Ruby Ranch Road to 0.06 miles east of FM 1626. Mr. McManus moved and Mrs. Petrea seconded the motion that the Board grant Hays County a Right-of-Way on the north property line of the Impact Center

property for the purpose of making road improvements to FM 967, as presented. The motion passed with a 6-0 vote.

### **INFORMATION ITEMS**

Finance Report

TASB Policy Update 116 Affecting Local Policies - First Reading

- CQB(LOCAL): Technology Resources: - Cybersecurity
- DCD(LOCAL): Employment Practices: - At-Will Employment
- DCE(LOCAL): Employment Practices: - Other Types of Contracts
- FFAC(LOCAL): Wellness and Health Services: - Medical Treatment
- GKA(LOCAL): Community Relations: - Conduct on School Premises

Update on 2021-2022 Budget Activities

Superintendent update on the 2020-2021 school year

- Covid-19 and Vaccine
- GPA/Class Rank Update
- Weather Event

### **ADJOURN**

No further business was conducted and the meeting adjourned at 8:41 PM.

# HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: March 29, 2021

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. The amendment involves cross function transfers which have no effect on the budget, and \$2,475,000 increase in revenues and \$2,500,000 increase in expenditures for the District's insurance claim due to damages from the February 2021 winter storm. The difference of \$25,000 represents the District's deductible.

**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: \$2,475,000 – increase in revenue; \$2,500,000 - increase in expenditures

Budget     Bond     Grant/Special Funds     Other \_\_\_\_\_

(See attached detail)

**I. Monitoring and Reporting TimeLine:**

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 8 – March 29, 2021

## 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	\$ 63,273
12 - Instructional Resources and Media Services	\$ 0
13 - Instructional Staff Development	\$ (8,466)
21 - Instructional Administration	\$ 890
23 - Campus Administration	\$ 5,686
31 - Guidance and Counseling Services	\$ (23,800)
32 - Social Work Services	\$ 0
33 - Health Services	\$ (600)
34 - Transportation	\$ 0
36 - Co curricular / Extracurricular	\$ (9,350)
41 - General Administration	\$ 0
51 - Maintenance	\$ 0
52 - Security	\$ 0
53 - Data Services	\$ 0
61 – Community Services	\$ 500
71 – Debt Service	\$ 0
81 – Facilities Acquisition & Construction	\$ 0
91 – Chapter 41 Payments	\$ 0
93 – Payments to Fiscal Agents	\$ (28,133)
95 – Payments to JJAEP	\$ 0
99 – Other Intergovernmental Charges	\$ 0
<b>Total Net Transfers</b>	<b>\$ 0</b>

**REQUESTS for Re-APPROPRIATIONS:**

**General Operating Fund:**

Budget insurance claim for winter storm damage February 14<sup>th</sup> through February 20<sup>th</sup>.

<b>General Operating Fund Re-Appropriations Summary</b>			
<b>Description</b>	<b>Official Budget</b>	<b>Increase/ (Decrease)</b>	<b>Amended Budget</b>
<b><u>Revenues:</u></b>			
199-00-5745-00-000-00-0-SN	\$ 0	\$ 2,475,000	\$ 2,475,000
<b>Total</b>	<b>\$ 0</b>	<b>\$ 2,475,000</b>	<b>\$ 2,475,000</b>
<b><u>Expenditures:</u></b>			
199-34-6249-IR-912-99-5-SN	\$ 0	\$ 2,288	\$ 2,288
199-51-6249-IR-913-99-5-SN	\$ 0	\$ 2,463,614	\$ 2,410,631
199-51-6315-IR-913-99-5-SN	\$ 0	\$ 32,035	\$ 32,035
199-51-6399-IR-913-99-5-SN	\$ 0	\$ 2,063	\$ 2,063
<b>Total</b>	<b>\$ 0</b>	<b>\$ 2,500,000</b>	<b>\$ 2,500,000</b>
<b>Total Net Appropriations (Revenues minus Expenditures)</b>		<b>\$ (25,000)</b>	

**ACTION REQUIRED**

Board Approval

**SUPPORT INFORMATION**

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

**Hays Consolidated Independent School District**  
**Budget Amendment 8 Support Information**  
**for the Fiscal Year Ending June 30, 2021**

**Budget Amendment #8 Support:**

<u>Account</u>	<u>Function</u>	<u>Location</u>	<u>Amount</u>	<u>User ID</u>	<u>Status</u>	<u>Original Period</u>	<u>New Period</u>	<u>New JE #</u>	<u>Reason</u>
199-11-6399-00-111-11-1	11	111	\$ (1,310.00)	neelym	Pending	9		541	Replace crashed laptop
199-23-6394-00-111-99-1	23	111	\$ 1,310.00	neelym	Pending	9		541	Replace crashed laptop
199-13-6411-21-005-99-1	13	005	\$ (1,720.00)	cannonk	Pending	9		412	
199-11-6399-21-005-11-1	11	005	\$ 1,720.00	cannonk	Pending	9		412	
199-11-6117-PK-940-34-3	11	940	\$ (150.00)	gotcheya	Pending	9		289	Laptop purchase
199-11-6397-PK-940-34-3	11	940	\$ (780.00)	gotcheya	Pending	9		289	Laptop purchase
199-13-6417-PK-940-34-3	13	940	\$ (280.00)	gotcheya	Pending	9		289	Laptop purchase
199-13-6498-PK-940-34-3	13	940	\$ (100.00)	gotcheya	Pending	9		289	Laptop purchase
199-21-6394-TE-940-34-3	21	940	\$ 1,310.00	gotcheya	Pending	9		289	Laptop purchase
199-11-6112-PK-940-34-3	11	940	\$ (630.00)	gotcheya	Pending	9		249	For Pre-K professional development supplies
199-11-6398-PK-940-34-3	11	940	\$ (150.00)	gotcheya	Pending	9		249	For Pre-K professional development supplies
199-11-6399-PK-940-34-3	11	940	\$ (3,510.00)	gotcheya	Pending	9		249	For Pre-K professional development supplies
199-13-6399-PK-940-34-3	13	940	\$ 4,290.00	gotcheya	Pending	9		249	For Pre-K professional development supplies
199-11-6494-80-114-11-1	11	114	\$ (500.00)	olivar	Pending	9		197	For parent newsletter
199-61-6397-00-114-99-1	61	114	\$ 500.00	olivar	Pending	9		197	For parent newsletter
199-13-6295-00-006-11-1	13	006	\$ (3,000.00)	barrettl	Pending	9		178	Cover over budget balances
199-13-6411-00-006-11-1	13	006	\$ (5,000.00)	barrettl	Pending	9		178	Cover over budget balances
199-11-6399-00-006-11-1	11	006	\$ 8,000.00	barrettl	Pending	9		178	Cover over budget balances
199-11-6399-00-112-11-1	11	112	\$ (500.00)	penab	Pending	9	9	97 543	Cover over budget balances
199-23-6399-00-112-11-1	23	112	\$ 500.00	penab	Pending	9	9	97 543	Cover over budget balances
182-11-6399-55-006-11-1	11	006	\$ (420.00)	mendezt	Pending	9		49	Cover UIL expense
182-36-6412-55-006-99-1	36	006	\$ 420.00	mendezt	Pending	9		49	Cover UIL expense
199-13-6411-RT-943-11-3	13	943	\$ (30.00)	logniond	Pending	9		6	Cover office supplie expense
199-21-6399-RT-943-99-3	21	943	\$ 30.00	logniond	Pending	9		6	Cover office supplie expense
199-13-6411-00-118-11-1	13	118	\$ (838.00)	bradyt	Pending	8		634	Teacher appreciation
199-23-6498-00-118-99-1	23	118	\$ 838.00	bradyt	Pending	8		634	Teacher appreciation
199-11-6494-80-118-11-1	11	118	\$ (300.00)	bradyt	Pending	8		633	Toner supply
199-23-6399-NK-118-99-1	23	118	\$ 300.00	bradyt	Pending	8		633	Toner supply
199-11-6494-80-118-11-1	11	118	\$ (1,000.00)	bradyt	Pending	8		627	Teacher appreciation
199-23-6498-00-118-99-1	23	118	\$ 1,000.00	bradyt	Pending	8		627	Teacher appreciation
199-13-6394-TE-118-99-1	13	118	\$ (538.00)	bradyt	Pending	8		625	Teacher appreciation
199-13-6397-TE-118-11-1	13	118	\$ (200.00)	bradyt	Pending	8		625	Teacher appreciation
199-23-6498-00-118-99-1	23	118	\$ 738.00	bradyt	Pending	8		625	Teacher appreciation
199-33-6112-00-118-99-1	33	118	\$ (400.00)	bradyt	Pending	8		624	Supplies
199-11-6399-00-118-11-1	11	118	\$ 400.00	bradyt	Pending	8		624	Supplies
199-33-6112-00-118-99-1	33	118	\$ (200.00)	bradyt	Pending	8		624	Transfer for local travel
199-31-6417-00-118-99-1	31	118	\$ 200.00	bradyt	Pending	8		624	Transfer for local travel
182-36-6412-55-047-99-1	36	047	\$ (1,500.00)	mendezt	Pending	8		599	
182-11-6399-55-047-11-1	11	047	\$ 1,500.00	mendezt	Pending	8		599	
182-36-6412-55-043-99-1	36	043	\$ (1,000.00)	mendezt	Pending	8		596	
182-11-6399-55-043-11-1	11	043	\$ 1,000.00	mendezt	Pending	8		596	
182-36-6412-34-047-99-1	36	047	\$ (3,000.00)	mendezt	Pending	8		576	
182-11-6399-34-047-11-1	11	047	\$ 3,000.00	mendezt	Pending	8		576	
182-36-6412-34-043-99-1	36	043	\$ (1,500.00)	mendezt	Pending	8		574	
182-11-6399-34-043-11-1	11	043	\$ 1,500.00	mendezt	Pending	8		574	
182-36-6412-MA-045-99-1	36	045	\$ (2,500.00)	vargasam	Pending	8		563	To cover supply expense
182-11-6399-MA-045-11-1	11	045	\$ 2,500.00	vargasam	Pending	8		563	To cover supply expense

**Hays Consolidated Independent School District**  
**Budget Amendment 8 Support Information**  
**for the Fiscal Year Ending June 30, 2021**

**Budget Amendment #8 Support:**

<u>Account</u>	<u>Function</u>	<u>Location</u>	<u>Amount</u>	<u>User ID</u>	<u>Status</u>	<u>Original Period</u>	<u>New Period</u>	<u>New JE #</u>	<u>Reason</u>
199-21-6411-00-888-23-3	21	888	\$ (1,500.00)	delgador	Pending	8		547	For contract services for student service provisions
199-11-9295-00-980-23-3	11	980	\$ 1,500.00	delgador	Pending	8		547	For contract services for student service provisions
199-31-6295-00-980-23-3	31	980	\$ (20,000.00)	delgador	Pending	8		546	For contract services for student service provisions
199-11-6295-00-680-23-3	11	980	\$ 20,000.00	delgador	Pending	8		546	For contract services for student service provisions
199-31-6411-00-888-23-3	31	888	\$ (4,000.00)	delgador	Pending	8		544	For contract services for student service provisions
199-11-6295-00-980-23-3	11	980	\$ 4,000.00	delgador	Pending	8		544	For contract services for student service provisions
199-13-6411-RT-943-11-3	13	943	\$ (750.00)	logniond	Pending	8		478	
199-21-6394-TE-943-99-3	21	943	\$ 700.00	logniond	Pending	8		478	
199-21-6399-RT-943-99-3	21	943	\$ 50.00	logniond	Pending	8		478	
199-13-6411-00-921-25-3	13	921	\$ (300.00)	logniond	Pending	8		476	
199-21-6399-00-921-25-3	21	921	\$ 300.00	logniond	Pending	8		476	
199-11-6399-00-112-11-1	11	112	\$ (1,000.00)	penab	Pending	8		466	
199-23-6399-CV-112-99-1	23	112	\$ 1,000.00	penab	Pending	8		466	
182-36-6412-55-046-99-1	36	046	\$ (270.00)	vargasam	Pending	8		456	
182-11-6399-55-046-11-1	11	046	\$ 270.00	vargasam	Pending	8		456	
199-93-6492-00-980-23-3	93	980	\$ (28,133.00)	delgador	Pending	9		544	For contract services for student service provisions
199-11-6295-00-980-23-3	11	980	\$ 28,133.00	delgador	Pending	9		544	For contract services for student service provisions

# HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

**Date:** March 29, 2021

**Subject:** Personnel – Administrator Recommendations

**Administrator Responsible/Position:** Marivel Sedillo, CHRO

**A. Purpose of Agenda Item:**

Action needed

Information only

Receive input

**B. Authority for This Action:**

Local Policy (DC Legal & Local); DP(Legal & Local)

Law or Rule

N/A

**C. Goal or Need Addressed:** Request approval of the following administrator positions:

Deputy Academic Officer

Director of Support Staff

Director of Construction and Planning

**D. Summary:**

Previous board action relating to this item - Replacing previously approved administrator.

Future action anticipated -

Background information - In accordance with local policy (DC Legal/Local), the board approves administrator recommendations prior to employment.

**E. Comments Received:**

Cabinet

DLT

FBOC

Teacher Org. Reps.

Other - Interview Committees a

**F. Administrative Recommendation:**

Administration recommends approval of the recommendations for employment

Consequences of not approving recommendation – It will be difficult to support the overall district and campus-level operations and goals without the recommended administrator position(s).

**G. Fiscal Impact and Cost: Amount:** \_\_\_\_\_

Budget

Bond

Grant/Special Funds

Other \_\_\_\_\_

Prior Year Spending - \$ \_\_\_\_\_

Future/Ongoing -

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

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

Evaluation method and time line – The new administrators will undergo an annual performance appraisal.

Next report to the board -

**I. Suggested Motion:**

I move that the Board approve the recommendations for employment for the Deputy Academic Officer, Director of Support Services and the Director of Construction and Planning, as presented.

# HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

**Date:** March 29, 2021

**Subject:** Personnel – Administrator, Certified Professional and Professional Contract Recommendations

**Administrator Responsible/Position:** Marivel Sedillo, CHRO

**A. Purpose of Agenda Item:**

Action needed

Information only

Receive input

**B. Authority for This Action:**

Local Policy

Law or Rule

N/A

(DC Legal/Local; DCA Legal/Local, DCB Legal/Local and DCE Local)

**C. Goal or Need Addressed:** Consider and take possible action(s) regarding approval of Employments Contracts for Administrators, Certified Professional and Professionals for the 2021-2022 School Year as discussed in closed session.

Note: Some administrators may be eligible for a multi-year (2 year contract) based on district-level criteria.

**D. Summary:**

Previous board action relating to this item -

Future action anticipated -

Background information - In accordance with the employment practices and policy of the Hays Consolidated Independent School District, it is recommended to extend employment contracts to the identified administrators, certified professionals, and professionals for the 2021-2022 school year.

**E. Comments Received:**

Cabinet

DLT

FBOC

Teacher Org. Reps.

Other –Campus and/or District-Level Committees

From public -

**F. Administrative Recommendation:**

Advantages/benefits of this proposal – District administrators and other professionals will be given employment assurance to continue serving the district's mission.

**G. Fiscal Impact and Cost: Amount:**

Budget

Bond

Grant/Special Funds

Other \_\_\_\_\_

Prior Year Spending - \$ \_\_\_\_\_

Future/Ongoing -

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

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

Evaluation method and time line –An annual performance appraisal will be conducted in accordance with policy.

Next report to the board -

**I. Suggested Motion:**

I move that the Board approve the Superintendent's recommendations for Employment Contracts for Administrators, Certified Professionals and Professionals for the 2021-2022 and the 2022-2023 School Year, including existing Cabinet members, Deputy Academic Officers, Directors, Principals and Assistant Principals, as presented.

# HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

**Date:** March 29, 2021

**Subject:** Early Release of additional FTEs for the 2021-2022 Academic School Year

**Administrator Responsible/Position:** Marivel Sedillo, CHRO

- A. Purpose of Agenda Item:**  
 Action needed                       Information only                       Receive input
- B. Authority for This Action:**  
 Law or Rule (DC Local)                       N/A
- C. Goal or Need Addressed:** Request for early release of additional positions needed for the 2021-2022 school year.
- D. Summary:**  
 Previous board action relating to this item –  
 Future action anticipated  
 Background information –The administration recommends early release of positions to proceed with the hiring of personnel for the 2021-2022 academic school year. The early release will allow the district to extend offers by April 2021 for the following school year.
- E. Scope of Options Reviewed:** Not establishing staffing guidelines nor utilizing TASB's benchmarks would prevent us from leveling staffing considerations based on the needs of our students.
- F. Comments Received:**  
 Cabinet     DLT     FBOC     Teacher Org. Reps.     Other \_\_\_\_\_
- G. Administrative Recommendation:**  
 Advantages/benefits of this proposal – To attract and retain the highest quality of educators and support personnel in the best interest of our students.  
 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 - Not recruiting and hiring teachers early will make it difficult to staff high quality educators.
- H. Fiscal Impact and Cost: Amount: \$ TBD**  
 Budget                       Bond                       Grant/Special Funds                       Other \_\_\_\_\_
- I. Monitoring and Reporting Time Line:**  
Person responsible for evaluating this decision or action - Marivel Sedillo, CHRO  
Evaluation method and time line –The early hiring of staff will allow our campuses to staff with highly qualified educators.  
Next report to the board –
- J. Suggested Motion:**  
I move that the Board approve the release of additional FTEs for the 2021-2022 academic school year as presented.

# HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

**Date:** March 29, 2021

**Subject:** Procurement: Propane Bus Purchase – Longhorn Bus Sales

**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:** The purpose of this agenda is to procure the purchase of ten (10) propane buses from Longhorn Bus Sales.
- D. Summary:**  
 Previous board action relating to this item –  
 Future action anticipated –  
 Background information –

Longhorn Bus Sales has sold propane buses for several years with successful results. Propane buses have evolved and become economical and reliable. Our current diesel fleet consists of approximately 95% International buses, and we would like to continue standardizing our fleet with the same brand.

The Texas Clean Fleet Program, sponsored by the Texas Commission on Environmental Quality (TCEQ) provides financial incentives to large commercial fleet owners in Texas to replace diesel-powered vehicles with alternative-fuel or hybrid vehicles. This year, the program set out to award over 7 million dollars to eligible participants across the state. This program is part of the Texas Emission Reduction Plan, which aims to reduce emissions from polluting vehicles and equipment.

Hays CISD was in a great place to participate this year due to a number of aging buses in our fleet. Older diesel buses are not built with the current, more rigorous emissions standards as the new clean-diesel engines, and this program is attempting to take some of those older vehicles off the road. Once we have the new buses, we will destroy the engines of the 10 buses we are replacing, per the program requirements.

Staff has made mobile fueling arrangements for our immediate needs and is preparing to submit another grant application for permanent fueling infrastructure.

The grant provides partial funding, approximately 60%, for the purchase of 10 liquid propane school buses as summarized below. Staff recommends utilizing interest income from the 2014 Bond to fund the balance of this purchase.

Cost per bus	\$118,300.00	Grant per bus	\$70,861.80
Quantity	10	Quantity	\$10.00
Total Cost	\$1,183,000.00	Total Grant	\$708,618.00
Total Cost to District	\$474,382.00		
Cost per bus	\$47,438.20 <sup>6</sup>		

**E. Scope of Options Reviewed:**

BuyBoard Contract #630-20

This is a one-year contract with two (2) options to renew through 11/30/2023

**Reasons for rejecting alternatives:**

**F. Comments Received:**

Cabinet     DLT     FBOC     Teacher Org. Reps.     Other: Transportation

**G. Administrative Recommendation:**

The administration recommends approval of the purchase of ten (10) propane buses from Longhorn Bus Sales.

**H. Fiscal Impact and Cost: Total Amount: \$1,183,800**

Budget – General Operating Fund \$30,199     Bond     Grant/Special Funds \$708,618

Other: 2014 Bond Interest Income \$444,983

Prior Year Spending – \$5,150

Future/Ongoing – This procurement will be a one-time purchase.

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

**Person responsible for evaluating this decision or action—** Filiberto Bonilla – Director of Transportation

**Evaluation method and time line -**

**Next report to the board -**

**J. Suggested Motion:**

I move that the Board approve the purchase of ten (10) propane buses from Longhorn Bus Sales for \$1,183,800 as presented.

# HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

**Date:** March 29, 2021

**Subject:** Consideration and possible ratification of the procurement of restoration, repair and replacement services from various vendors for property damage sustained during the winter storm of 2021

**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:** The purpose of this agenda is to ratify the procurement of restoration, repair, and replacement services from various vendors for property damage sustained during the recent winter storm event.

- D. Summary:**  
 **Previous board action relating to this item** – The board previously approved
  - Belfour - 09/28/2020
  - Home Depot and JM Electronics - 08/24/2020
  - SI Mechanical - 01/25/2021
  - Wolseley Investments dba Ferguson Enterprises - 06/22/2020 **Future action anticipated** -  
 **Background information** – Due to the recent winter storm event, the district suffered property damage at twenty-five facilities. TASB, the District's property insurance carrier determined we are responsible for one \$25,000 deductible for this event. TASB reimburses the district for these expenses, minus the \$25,000 deductible. Some items listed below do not meet the Board approval threshold, however they are displayed here to show the impact of the winter storm in its entirety.

ABM BUILDING SERVICES LLC	52,499.00
ADEMCO INC	2,875.98
ALAMO ROOFING & METAL CO INC	28,413.11
AUTOMATED LOGIC CONTRACTING SERVICES	3,534.00
BELFOR USA GROUP INC	1,537,419.04
BRANDT COMPANIES LLC	42,003.00
CLIMATEC LLC	9,068.00
Contents (inventory in progress, estimate)	100,000.00
CORE & MAIN LP	1,305.00
HOME DEPOT CREDIT SERVICES	3,067.00
ICONIX WATERWORKS (US) INC	950.00
Intertech Flooring (Estimate)	33,611.00
JM ELECTRONIC ENGINEERING INC	16,040.00
JOHN W GASPARINI INC	3,280.00
MECHANICAL REPS INC	1,400.00
MORRISON SUPPLY CO INC	3,990.00
RED & WHITE GREENERY INC	500.00
SI MECHANICAL LLC	770,756.69
TX IRRIGATION SUPPLY	400.00
ULINE	1,265.00

UNITED REFRIGERATION INC	309.00
WOLSELEY INVESTMENTS INC	2,201.00
Burcham Environmental (estimate)	15,000.00
Interstate Restoration	19,425.00
Sisk Robb (estimate)	61,000.00
Hays CISD Labor (estimate)	27,992.37
Contingency (3%)	82,149.13
<b>Grand Total (03-12-2021)</b>	<b>2,820,453.32</b>

**E. Scope of Options Reviewed:** Staff used multiple procurement methods to secure the work:

ABM Building Services – Allied States Cooperative #18-7302 – Energy Saving Performance Contract  
This is a one-year contract with two (2) additional options to renew through 08/31/2023

Automated Logic Contracting Services – BuyBoard Cooperative Contract #631-20 – HVAC Equipment, Supplies & Installation of HVAC Equipment  
This is a one-year contract with two (2) additional options to renew through 11/30/2023

Belfor – BuyBoard Cooperative Contract #591-19 – General Disaster Recovery & Restoration Services  
This is a one-year contract with one (1) additional option to renew through 09/30/2022

Brandt Companies – BuyBoard Cooperative Contract #577-18 – Building Maintenance, Repair & Operations Supplies and Equipment  
This is a one-year contract through 11/30/2021

Home Depot – OMNIA Cooperative Contract #16154 – Maintenance, Repair, Operating Supplies, Industrial Supplies and Related Products and Services  
This is a one-year contract with five (5) additional options to renew through 12/31/2026

Home Depot – OMNIA Cooperative Contract #170009 – Paint & Paint Supplies  
This is a one-year contract with four (4) additional options to renew through 2/28/2025

Intertech Flooring – BuyBoard Cooperative Contract #561-18 – Carpet & Tile Flooring, Stage Flooring, Concrete Polishing, Grinding & Staining  
This is a one-year contract through 05/31/2021

JM Electronic Engineering – BuyBoard Cooperative Contract #574-18 – Fire & Security Systems and Monitoring Services  
This is a one-year contract with one (1) additional option to renew through 11/30/2022

SI Mechanical – JOC #28-082001JO – Minor Construction Trades  
This is a one-year contract with four (4) options to renew through 08/11/2025

Sisk Robb – RFP #18-041708SC – Asbestos Abatement/Mold Remediation Services  
This is a one-year contract with two (2) options to renew through 05/08/2023

Wolseley Investments dba Ferguson Enterprises – BuyBoard Cooperative Contract #577-18 – Building Maintenance, Repair and Operations Supplies & Equipment  
This is a one-year contract through 11/30/2021

**F. Comments Received:**

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

**G. Administrative Recommendation:**

The administration recommends ratification of the procurement of restoration, repairs, and replacement services from various vendors for property damage sustained in the February 2021 winter storm event.

**H. Fiscal Impact and Cost: Total Amount \$2,820,453.32 as of 3-12-2021**

Budget – General Operating Fund  Bond  Grant/Special Funds  Other: Insurance: Deductible of \$25,000

**Prior Year Spending –**

<b>VENDOR</b>	<b>FY 20 SPEND</b>
ABM Building Services	\$11,415
Automated Logic Contracting Services	\$18,723.15
Belfor	\$49,656.31
Brandt Companies	\$24,514.50
Home Depot	\$122,290.47
Intertech Flooring	\$29,060.00
JM Electronic Engineering	\$122,865.52
SI Mechanical	\$ -
Sisk Robb	\$ -
Wolseley Investments	\$122,857.17

**Future/Ongoing** – These procurements will be a one-time expense for the winter storm repairs

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

**Person responsible for evaluating this decision or action** — Max Cleaver, COO

**Evaluation method and time line** -

**Next report to the board** -

**J. Suggested Motion:**

I move that the Board approve the ratification of the procurement of restoration, repair, and replacement services from various vendors for property damage sustained in the February 2021 storm, in the amount of \$2,820,453.32, as presented.

# HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: March 29, 2021

Subject: Goforth Special Utility District (SUD) Easement Request at Sunfield ES

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:**

Work with utility providers to promote public health, safety and efficient development.

**D. Summary:**

Previous board action relating to this item -

Future action anticipated -

Background information:

Goforth SUD is requesting a utility easement of approximately 100 square feet (0.002 acres) located near the intersection of Sunbright Boulevard and Vista Gardens, as shown on the attachments, for the purpose of providing water service to the future elementary school.

Staff is requesting this action now so that the permitting process may continue.

**E. Comments Received:**

Cabinet     DLT     FBOC     Teacher Org. Reps.     Other:

**F. Administrative Recommendation:**

Consideration and approval of an easement to Goforth SUD to provide water service to the future elementary school.

**G. Fiscal Impact and Cost: Amount: \$660 for the survey**

Budget                       Bond                       Grant/Special Funds                       Other  
Reimbursement Resolution

Prior Year Spending – not applicable

Future/Ongoing – not applicable

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

Person responsible for evaluating this decision or action: Max Cleaver, Chief Operations Officer

Evaluation method and time line -

Next report to the board -

**I. Suggested Motion:**

I move the Board grant a utility easement to Goforth Special Utility District for the purpose of providing water to the future elementary school, as presented.

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

**RESOLUTION OF MARCH 29, 2021 – SUNFIELD ELEMENTARY EASEMENT  
GOFORTH SPECIAL UTILITY DISTRICT**

Whereas, the Goforth Special Utility District has requested an approximately 0.002 acre (100 square foot) easement for installation of water lines and other equipment across a portion of that real property conveyed to the Hays CISD by deed recorded at Document No. 20025659, being the site for Sunfield Elementary, and being more particularly described in the easement attached as Exhibit 1; and,

Whereas, in consideration of the granting of such easement to the Goforth SUD, the SUD will assume the costs of ownership, maintenance and operation of the water lines and related appurtenances located in the easement and provide potable water service to the facility; and,

Whereas, the Board of Trustees finds that such water system improvements will enhance the efficient operation of school district facilities in the vicinity of the improvements; and,

Whereas, the Board of Trustees finds that the real property interests described in the easement attached as Exhibit 1 are not necessary for the operation of the School District and are surplus; and,

Whereas, the Goforth SUD is a Texas political subdivision of the State of Texas with the power of eminent domain; and,

Whereas, the Board of Trustees finds that the consideration to be received pursuant to the transaction is of value that is equal to or in excess of the value of the real property interests to be conveyed;

It is therefore RESOLVED:

1. That Esperanza Orosco, in her capacity as Board President, is hereby authorized to execute the easement in substantially the same form as the attached exhibit; and,
2. That all persons are entitled to rely upon an original or copy of this Resolution as evidence of the acceptance and authority granted herein.

**CERTIFICATE FOR RESOLUTION**

I hereby certify that the foregoing resolution was presented to the Board of Trustees of the Hays Consolidated Independent School District during a properly called and noticed meeting on March 29, 2021. A quorum of the Board of Trustees being then present, it was then duly moved and seconded that the resolution be adopted, and such resolution was then adopted according to the following vote:

Ayes: \_\_\_\_\_  
Nays: \_\_\_\_\_  
Abstentions: \_\_\_\_\_

To certify which, witness my hand and the official seal of the District this \_\_\_\_ day of March, 2021.

\_\_\_\_\_  
Vanessa Patrea  
Secretary, Board of Trustees

[EXHIBIT 1 FOLLOWS]

**IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OF THE FOLLOWING INFORMATION FROM THIS INSTRUMENT BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.**

**THE STATE OF TEXAS    §  
                                  §                                  WATER LINE EASEMENT  
COUNTY OF HAYS       §**

Know all by these presents: That for and in consideration of Ten and no/100 Dollars (\$10.00) and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged,

**GRANTOR:** HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT  
21003 Interstate 35  
Kyle, TX 78640,

does hereby grant and convey unto,

**GRANTEE:** GOFORTH SPECIAL UTILITY DISTRICT  
8900 Niederwald Strasse  
Kyle, Texas 78640,

an easement over a portion of Lot 28, Block N, Sunfield Subdivision, Phase 2, Section 3, being that real property conveyed to Grantor by deed recorded at Document No. 20025869, deed records of Hays County, Texas:

**EASEMENT PROPERTY:** A tract of land consisting of 0.002 acres, more or less, being more particularly described in the Exhibits "A" and "B", which includes a field note description and sketch, and which is incorporated herein and made a part of for all purposes.

To have and to hold such easement, together with all and singular the rights and appurtenances belonging in any way to the easement, to Grantee, Grantee's successors and permitted assigns for so long as such easement shall remain in effect. Grantor binds Grantor and Grantor's successors in interest to warrant and forever defend all and singular the easement to Grantee and Grantee's successor and permitted assigns, against every person whomsoever lawfully claiming or to claim the same or any part thereof by, through or under Grantee, but not otherwise.

The following terms and conditions shall apply to the easement:

**EASEMENT PURPOSE:** The easement shall be used for the purpose of excavating for, laying, constructing, operating, maintaining, reconstructing, replacing, rebuilding, upgrading, renewing, removing, inspecting, patrolling, changing, modifying, making connections to or repairing of water lines and related appurtenances upon and across the Easement Property.

**PROJECT:** Water lines and all necessary or desirable appurtenances thereto including, without limitations, valves, vaults, and meters.

**EASEMENT NOT EXCLUSIVE:** Grantor reserves the right to grant easement rights to additional public and private utility providers, including but not limited to, water, water, electrical, or telecommunications providers over all or any portion of the Easement Property. Provided, however, that any subsequent grants of easement rights shall: (1) be subject to restrictions or limitations imposed by any state or local building or health and safety statute or code; (2) be subject to and not inconsistent with Grantee's existing uses of the easement, and; (3) not permit additional utilities to be located within 18 inches of Grantee's facilities.

**TERM:** The easement shall remain in full force and effect for so long as Grantee or Grantee's assigns shall use the Easement Property for purposes of providing a public water system, and for one year thereafter, following which the property shall automatically revert to Grantor.

**ASSIGNMENT:** The easement may not be assigned, in whole or in part, by Grantee, except to another governmental unit, or with the express, written consent of Grantor.

**ACCESS:** Grantee shall have the right of ingress and egress at all times upon Easement Property for the above stated purposes. In the event immediate access to the Easement Property is not reasonably available over the Easement Property, and only in that event, then Grantee shall have the right of ingress and egress over existing roads across the adjacent property of Grantor for the purpose of obtaining such access. Grantor agrees that Grantor shall not place any structure in or on the permanent Easement Property without written approval of Grantee.

Executed this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

BOARD OF TRUSTEES OF THE HAYS  
CONSOLIDATED INDEPENDENT  
SCHOOL DISTRICT

---

By: Esperanza Orosco  
President, Board of Trustees

**STATE OF TEXAS**

**COUNTY OF HAYS**

|  
|  
**ACKNOWLEDGMENT**  
|

On this day personally appeared Esperanza Orosco, known to me to be the person whose signature appears on the foregoing instrument, and having been sworn upon her oath, stated that she was the President of the Board of Trustees of the Hays Consolidated Independent School District; that she was authorized to execute such instrument pursuant to resolution of the Board of Trustees adopted on March 29, 2021; and that said instrument is executed as the free and voluntary act and deed of such governmental unit for the purposes and consideration expressed therein.

To certify which, witness my hand and seal of office affixed this \_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Notary Public in and for the State of Texas

[EXHIBITS A AND B FOLLOW]



SPOT ON SURVEYING

# EXHIBIT "A"

## 10' X 10' EASEMENT METES AND BOUNDS DESCRIPTION

### Land Surveying & Mapping

BEING 0.002 ACRES OF LAND, MORE OR LESS, OUT OF THE TRINIDAD VARCINAS SURVEY NO. 9, ABSTRACT NO. 465, SITUATED IN HAYS COUNTY, TEXAS, SAID 0.002 ACRES BEING A PORTION OF LOT 28, BLOCK N, SUNFIELD, PHASE TWO, SECTION THREE, A SUBDIVISION IN HAYS COUNTY, TEXAS, PER MAP OR PLAT RECORDED IN VOLUME 84, PAGE 84, PLAT RECORDS, HAYS COUNTY, TEXAS (P.R.H.C.TX.) SAID LOT 28 BEING CONVEYED TO HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BY SPECIAL WARRANTY DEED RECORDED AS DOCUMENT NO. 20025669, OFFICIAL PUBLIC RECORDS, HAYS COUNTY, TEXAS (O.P.R.H.C.TX.), SAID 0.002 ACRES BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING at a found 1/2" iron rod, said point being accepted as a point in the Northwestern Right of Way limits of Sun Bright Boulevard, 70.00 feet wide, also being accepted as the Southeasterly corner of said Lot 28 at the beginning of a curve being concave Westerly having a radius of 15.00 feet;

THENCE S 53° 55' 18" W, 24.97 feet with the common Northwestern Right of Way limits of said Sun Bright Boulevard and the Southeasterly limits of said Lot 28 to a calculated point;

THENCE leaving the Northwestern Right of Way limits of said Sun Bright Boulevard, through the interior of said Lot 28, the following five (5) courses:

1. N 36° 04' 42" W, 10.00 feet perpendicular to said Right of Way to a calculated point of intersection with a line being parallel with and 10.00 feet Northwesternly of said Right of Way, also being the limits of a 10.00 foot wide Public Utility Easement dedicated on said plat, for THE TRUE POINT OF BEGINNING and the most Easterly corner hereof;
2. N 36° 04' 42" W, 10.00 feet to a calculated point, for the most Northerly corner hereof;
3. S 53° 55' 18" W, 10.00 feet to a calculated point, for the most Westerly corner hereof;
4. S 36° 04' 42" E, 10.00 feet to a calculated point, for the most Southerly corner hereof;
5. N 53° 55' 18" E, 10.00 feet to the POINT OF BEGINNING hereof, containing a calculated area of 100.0 sq. ft., 0.002 acres, said field notes being described in accordance with a survey made on the ground by me or under my direction. See Exhibit "A" Survey sketch attached hereto and made a part hereof. All bearings shown are based on NAD 83 Texas State Plane Coordinate System, South Central Zone. All distances shown are surface or ground distances.

Scott A. Hahn, RPLS 6375  
Spot On Surveying, Inc.  
614 Jerrys Lane, Buda TX 78610  
(512)523-8092  
TBPLS Firm# 10193894  
SOS J/N: 0013-19-003



September 25, 2020

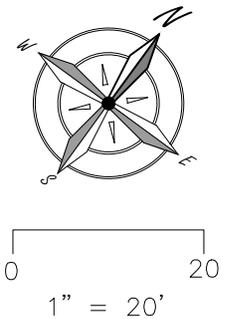
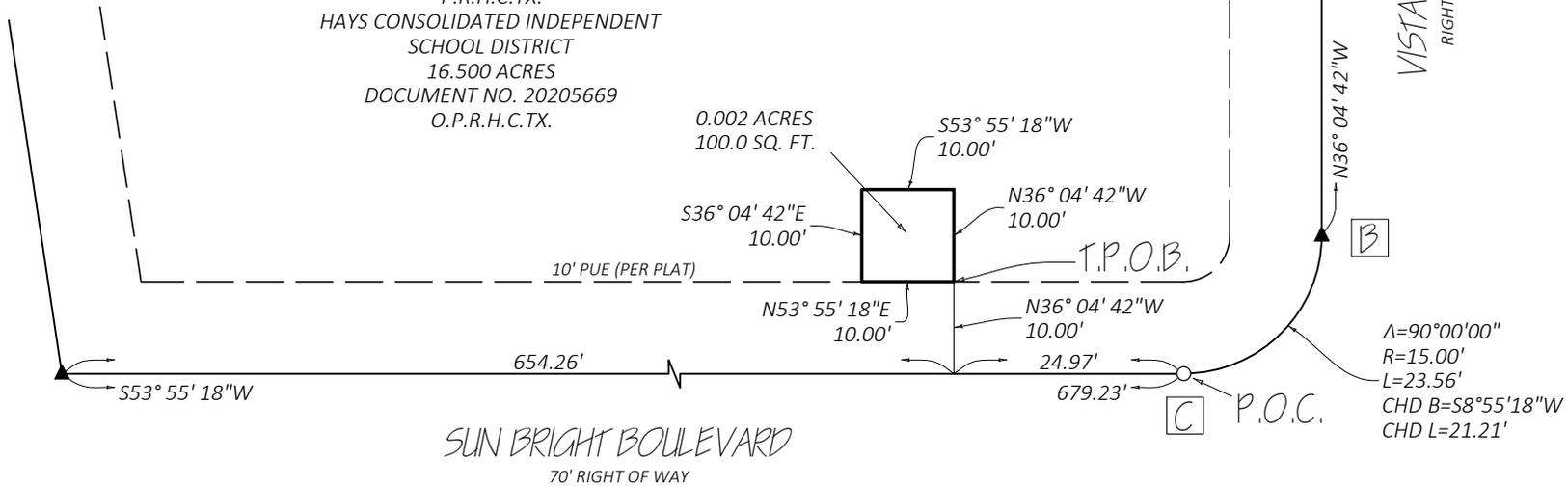
\_\_\_\_\_  
Date

# EXHIBIT "B" SURVEY SKETCH

BEING 0.002 ACRES OUT OF THE  
TRINIDAD VARCINAS SURVEY NO. 9, ABSTRACT NO. 465,  
IN THE CITY OF BUDA, HAYS COUNTY, TEXAS

SHEET 2 OF 2 SHEETS

LOT 28, BLOCK N  
SUNFIELD, PHASE 2, SECTION 3  
BOOK 18, PAGE 84  
P.R.H.C.TX.  
HAYS CONSOLIDATED INDEPENDENT  
SCHOOL DISTRICT  
16.500 ACRES  
DOCUMENT NO. 20205669  
O.P.R.H.C.TX.



### LINETYPE LEGEND:

- EASEMENT BOUNDARY
- BOUNDARY
- RIGHT OF WAY
- EASEMENT
- BROKEN LINE, NOT TO SCALE

### MONUMENT LEGEND / NOTES:

- = FOUND MONUMENT AS DESCRIBED
- ▲ = CALCULATED POINT.
- A** = FOUND IRON ROD WITH CAP STAMPED "CAPITAL".
- B** = FOUND IRON ROD WITH CAP STAMPED "CHAPARRAL"  
BEARS S 89° 09' 00" E, 0.58'.
- C** = FOUND 1/2" IRON ROD, BENT OVER LAYING ON ITS SIDE.

### BASIS OF BEARINGS:

THE BASIS OF BEARINGS OF THIS SURVEY SHOWN HEREON,  
IS THE TEXAS COORDINATE SYSTEM NAD83, TEXAS SOUTH  
CENTRAL ZONE, UTILIZING STATIC OBSERVATIONS AND  
CORRECTIONS PERFORMED BY THE NGS-OPUS WEBSITE.

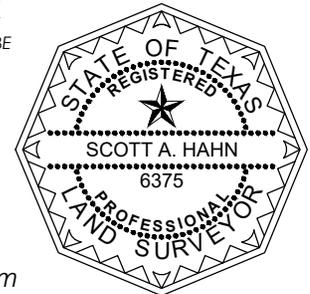
### SURVEYOR'S CERTIFICATION:

I, SCOTT A. HAHN, REGISTERED PROFESSIONAL LAND SURVEYOR, HEREBY CERTIFY THAT THIS SURVEY WAS  
MADE ON THE GROUND BY ME OR UNDER MY DIRECTION AND IS DESCRIBED IN METES AND BOUNDS  
DESCRIPTION EXHIBIT "A", SHEET 1 ATTACHED HERETO AND MADE A PART HEREOF, SAID PROPERTY BEING  
SUBJECT TO ANY AND ALL EASEMENTS, RESERVATION AND RESTRICTIONS THAT MAY BE OF RECORD. THIS  
SURVEY WAS COMPLETED WITHOUT THE BENEFIT OF A COMMITMENT FOR TITLE INSURANCE, THERE MAY BE  
EASEMENTS OR OTHER MATTERS OF RECORD NOT SHOWN HEREON. THE MONUMENTS SHOWN HEREON  
WILL BE PLACED UNDER MY SUPERVISION UPON APPROVAL.

DATE 2020/09/25  
SCOTT A. HAHN  
REGISTERED PROFESSIONAL LAND SURVEYOR  
REGISTRATION NO. 6375 - TBPLS FIRM NO.: 10193894  
SPOT ON SURVEYING, INC.  
614 JERRY'S LANE  
BUDA, TX. 78610

### MONUMENT LEGEND / NOTES:

- P.R.H.C.TX. = PLAT RECORDS, HAYS COUNTY, TEXAS
- P.U.E. = PUBLIC UTILITY EASEMENT
- P.O.C. = POINT OF COMMENCEMENT
- T.P.O.B. = TRUE POINT OF BEGINNING





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

**Date:** March 29, 2021

**Subject:** Consideration an possible adoption of TASB Policy Update 116 Affecting Local Policies

**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**

The official Board Policies have been designated in accordance with BF(LOCAL) and shall be considered authoritative and binding.

**C. Goal or Need Addressed:**

Legal policies reflect changes mandated by federal and/or state law and must be incorporated into our district policies. Board discretion may be exercised on local policies.

**D. Summary:**

**Previous board action relating to this item -**

**Future action anticipated**

**Background information** – Local Policy Update 116 was previously presented to the Board at the March 1, 2021 Board Meeting for review and comment. Update 116 focuses on updating (LEGAL) policies that were affected by changes in administrative rule and commissioner of education rulings. Several (LOCAL) policy revisions to local policies listed below, are provided by TASB and reflect the changes in law or administrative rules for organizational and restructuring purposes:

CQB(LOCAL): Technology Resources: - Cybersecurity

DCD(LOCAL): Employment Practices: - At-Will Employment

DCE(LOCAL): Employment Practices: - Other Types of Contracts

FFAC(LOCAL): Wellness and Health Services: - Medical Treatment

GKA(LOCAL): Community Relations: - Conduct on School Premises

**E. Comments Received:**

**Cabinet**                       **DLT**                       **FBOC**                       **Teacher Org. Reps.**                       **Other** \_\_\_\_\_

**From public -**

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

**F. Suggested Motion**

I move that the Board adopt TASB Policy Update 116 affecting local policies CQB, DCD, DCE, FFAC, and GKA, as presented.

# Update 116 Local Policy Overview

December 11, 2020

## Introduction

Update 116 includes recommended (LOCAL) policy revisions concerning the dismissal appeal process for employees, cybersecurity training, student medical treatment, and community conduct on school premises.

While not covered in this publication, many of the (LEGAL) policies included in this update were affected by recent changes to Administrative Code rules or legislation from the 86th Legislative Session that will be effective as of January 1, 2021.

## TASB Numbered Update Reminders

You should also review your own district's customized Update 116 materials for your specific policy recommendations. Please remember that (LEGAL) policies provide the legal framework for key areas of district operations; they are not adopted by the board.

## CQB: Technology Resources, Cybersecurity

Current state law requires the board to select a cybersecurity training program and to verify and report cybersecurity training completed by employees. To ease compliance with this law, the recommend revision delegates these responsibilities to the superintendent.

## DCD: Employment Practices, At-Will Employment

## DCE: Employment Practices, Other Types of Contracts

Most districts have adopted an employee complaint policy that can be found at DGBA(LOCAL). It establishes a process that an employee would follow before a complaint is heard by the board.

Both DCD(LOCAL) and DCE(LOCAL) reference DGBA under the sections that address appeals. The recommended revisions are intended to clarify that an at-will employee who is dismissed or a non-Chapter 21 contract employee whose contract is not reissued would follow the grievance process as outlined in policy DGBA, including proceeding through the relevant hearing levels before a complaint goes to the board.

## FFAC: Wellness and Health Services, Medical Treatment

Substantial revisions at policy FFAC(LOCAL) are recommended:

- To align the policy with current Texas Department of State Health Services (DSHS) guidance;
- To include only those board-level decisions that should be reflected in policy; and
- To remove provisions that are more appropriate in the district's administrative regulations.

Recommended for removal from this policy and inclusion in the district's regulations are administrative details concerning:

- How the district responds when a student becomes ill;
- What steps to take when a student is involved in an accident; and
- Requirements for administering medication provided by parents.

Some districts have policies that would permit the district to purchase nonprescription medication for use in the district athletic program. Special provisions are included in those districts' policies to address this practice.

In accordance with DSHS guidance, however, in most districts' policies the text now reflects that the district shall not otherwise purchase nonprescription medication to administer to students.

Districts also have the option to purchase unassigned, prescription epinephrine auto-injectors and unassigned, prescription asthma medications. If your district purchases epinephrine auto-injectors or asthma medication, state law requires board-adopted policy. Please contact your policy consultant if your district currently purchases these specific prescription medications or if your district purchases nonprescription medications not currently reflected in policy.

The provisions covering medical treatment have also been updated to clarify who may complete the medical treatment authorization form and to reflect that the district will seek appropriate emergency care for a student as required or deemed necessary.

### **GKA: Community Relations, Conduct on School Premises**

The recommended revision in this policy specifies that a person filing a complaint regarding refusal of entry to or ejection from property based on Education Code 37.105 shall be permitted to address the board within 90 "calendar" days unless the complaint is resolved before coming to the board.

### **Thank You!**

That covers the local policies in Update 116 for most districts. We hope you find this overview helpful. Should you have any questions or want further

clarification, please feel free to contact your assigned policy consultant at the [TASB Policy Service website](#).<sup>1</sup>

---

<sup>1</sup> TASB Policy Service: <https://policy.tasb.org>



## (LOCAL) Policy Comparison Packet

This packet is generated by an automated process that compares the updated policy to the district's current policy as found in TASB records.

In this packet, you will find:

- Policies being recommended for revision (annotated)
- New policies (not annotated)
- Policies recommended for deletion (annotated in PDF; omitted in Word)

Annotations are shown as follows.

- *Deletions* are shown in a red strike-through font: ~~deleted text~~.
- *Additions* are shown in a blue, bold font: **new text**.
- Blocks of text that have been *moved* without alteration are shown in green, with double underline and double strike-through formatting to distinguish the text's destination from its origin: ~~moved text~~ becomes moved text.
- *Revision bars* appear in the right margin, as above.

---

**Note:** While the annotation software competently identifies simple changes, large or complicated changes—as in an extensive rewrite—may be more difficult to follow. In addition, TASB's recent changes to the policy templates to facilitate accessibility sometimes makes formatting changes appear tracked, even though the text remains the same.

---

For further assistance in understanding policy changes, please refer to the explanatory notes in your Localized Policy Manual update packet or contact your policy consultant.

<b>Contact:</b>	<b>School Districts and Education Service Centers</b>	<b>Community Colleges</b>
	<a href="mailto:policy.service@tasb.org">policy.service@tasb.org</a>	<a href="mailto:colleges@tasb.org">colleges@tasb.org</a>
	800.580.7529 512.467.0222	800.580.1488 512.467.3689

- Plan** The District shall develop a cybersecurity plan to secure the District's cyberinfrastructure against a cyberattack or any other cybersecurity incidents, determine cybersecurity risk, and implement appropriate mitigation planning.
- Coordinator** The Superintendent shall designate a cybersecurity coordinator. The cybersecurity coordinator shall serve as the liaison between the District and the Texas Education Agency (TEA) in cybersecurity matters and as required by law report to TEA breaches of system security.
- Training** The Board delegates to the Superintendent the authority to:
1. Determine ~~Each District employee and Board member shall annually complete~~ the cybersecurity training program ~~to be annually completed~~ ~~designated~~ by each employee and Board member; and
  2. Verify ~~the District. The District shall verify~~ and report compliance with staff training requirements ~~in accordance with guidance from~~ the Department of Information Resources.
- ~~The~~ ~~Additionally, the~~ District shall complete periodic audits to ensure compliance with the cybersecurity training requirements.
- Security Breach Notifications** Upon discovering or receiving notification of a breach of system security, the District shall disclose the breach to affected persons or entities in accordance with the time frames established by law. The District shall give notice by using one or more of the following methods:
1. Written notice.
  2. Email, if the District has email addresses for the affected persons.
  3. Conspicuous posting on the District's websites.
  4. Publication through broadcast media.
- The District's cybersecurity coordinator shall disclose a breach involving sensitive, protected, or confidential student information to TEA and parents in accordance with law.

EMPLOYMENT PRACTICES  
AT-WILL EMPLOYMENT

DCD  
(LOCAL)

Personnel not hired under a contract shall be employed on an at-will basis.

[For information regarding contractual employment, see DCA, DCB, DCC, and DCE, as appropriate]

**Dismissal**

At-will employees may be dismissed at any time for any reason not prohibited by law or for no reason, as determined by the needs of the District. At-will employees who are dismissed shall receive pay through the end of the last day worked.

Due Process

The District is committed to working with employees in a fair and ethical manner while maintaining efficiency and productivity. Therefore, the District shall use a system of progressive discipline for at-will employees. Through a careful review process, the Superintendent, and other administrators as appropriate, shall strive to maintain objectivity, fairness, and consistency in the District's progressive intervention process.

Progressive Discipline

The District's values of honesty, ethical behavior, and mutual respect shall guide both the content and presentation of the interventions used in the progressive discipline process.

Poor job performance or job-related misconduct may result in disciplinary action up to and including termination of employment. There are various types of interventions that may be utilized in order to help an employee assume responsibility for correcting his or her poor job performance or inappropriate behavior. The interventions may include counseling, verbal and written warnings, mediation, and the like, and shall be dependent on the nature of the violation and its severity. Misconduct deemed sufficiently serious, including criminal and ethical misconduct, may result in an employee's immediate termination of employment. [See DH]

Appeal of  
Employment  
Actions to Board

A dismissed employee may ~~appeal~~~~request to be heard by~~ the ~~dismissal~~~~Board~~ in accordance with DGBA(LOCAL).

EMPLOYMENT PRACTICES  
OTHER TYPES OF CONTRACTS

DCE  
(LOCAL)

**Non-Chapter 21  
Contracts**

Non-Chapter 21 contracts shall be provided for positions included on the list approved by the Board. A non-Chapter 21 contract shall not be governed by Chapter 21 of the Education Code.

**Appeal of  
Employment Actions**

An employee may appeal discharge during the contract period in accordance with DCE(LEGAL).

An employee whose contract is not reissued at the end of the contract period may appeal ~~to the Board~~ in accordance with DGBA(LOCAL).

<b>Student Illness</b>	<del>Procedures shall be established by the administration to ensure that proper attention is given to any student who becomes ill during the course of a school day.</del>
<b>Accidents Involving Students</b>	<del>Emergency procedures shall be established by the administration to ensure proper attention for any student injured at school. Records shall be maintained on all accidents that require the attention of a medical doctor.</del>
<b>Emergency Treatment Forms</b>	<del>Each year, students and parents shall complete and sign a form that provides emergency information and authorizes school officials to obtain emergency medical treatment, as provided by law.</del>
<b>Administering Medication</b>	No employee shall give any student <b>prescription medication, non-prescription medication</b> , herbal <del>or homeopathic</del> substances, anabolic steroids, or dietary supplements of any type. <del>No employee shall give any student prescription medication or nonprescription medications, except as provided below.</del>
<b>Exceptions</b>	<del>Employees</del> authorized by <b>this or other District policy.</b>
<u>Medication Provided by Parent</u>	<del>The</del> <b>the Superintendent shall designate the employees who are authorized to or designee may administer medication that has been provided by a student's parent. An authorized employee is permitted to administer the following medication in accordance with administrative regulations to students:</b>
<u>Provided by Parent</u>	<ol style="list-style-type: none"><li>1. Prescription medication in accordance with legal requirements. <del>{See FFAC(LEGAL)}</del></li><li>2. Nonprescription medication, <del>for no more than ten consecutive school days,</del> upon a parent's written request, when properly labeled and in the original container.</li><li>3. Herbal substances or dietary supplements provided by the parent and only if required by the individualized education program or Section 504 plan for a student with disabilities.</li></ol>
<u>Provided by District</u>	<del>Medication Both a parent's note and a written request by a physician or other health care professional with authority to write prescriptions shall be required to administer prescription and nonprescription medications for more than ten consecutive days, on a daily basis, or on an as-needed basis for the duration of the school year.</del> <del>3.—</del> <b>Except as Nonprescription medication provided on an individual basis by this policy, the District shall not purchase medication and consistent with:</b>

~~a. Protocols established by the District's medical advisor who must be licensed to administer to a student practice medicine in the state of Texas; and~~

~~b.a. Parental consent given on the emergency treatment form.~~

Epinephrine

The District authorizes ~~school personnel~~ ~~school personnel~~ who have ~~agreed in writing and~~ been adequately trained to administer an ~~unassigned~~ epinephrine auto-injector in accordance with law and this policy. Administration of epinephrine shall only be permitted when an authorized and trained individual reasonably believes a person is experiencing anaphylaxis.

*On Campus*

Authorized and trained individuals may administer an ~~unassigned~~ epinephrine auto-injector at any time to a person experiencing anaphylaxis on a school campus.

The District shall ensure that at each campus a sufficient number of ~~authorized individuals~~ ~~personnel~~ are trained to administer epinephrine so that at least one trained individual is present on campus during all hours the campus is open. ~~In accordance with state rules, the campus shall be considered open for this purpose during regular on-campus school hours and whenever school personnel are physically on site for school-sponsored activities~~ ~~In addition, trained individuals shall be present on secondary campuses for sporting events after normal operating hours.~~

*Maintenance, Availability, and Training*

The Superintendent ~~or designee~~ shall develop administrative regulations ~~designating a coordinator to manage policy implementation and~~ addressing annual training of ~~authorized individuals~~ ~~school personnel~~ in accordance with law; procedures for auto-injector use; and ~~acquisition or purchase, maintenance, expiration, disposal, and availability of~~ ~~unassigned~~ epinephrine auto-injectors at each campus.

*Notice to Parents*

~~In accordance with law, the District shall provide notice to parents regarding the epinephrine program, including notice of any change to or discontinuation of this program.~~

**Psychotropics**

Except as permitted by ~~law~~ ~~Education Code 38.016~~, an employee shall not:

1. Recommend to a student or a parent that the student use a psychotropic drug;
2. Suggest a particular diagnosis; or

3. Exclude the student from a class or a school-related activity because of the parent's refusal to consent to psychiatric evaluation or examination or treatment of the student.

**Medical Treatment**

A student's parent, legal guardian, or other person having lawful control shall annually complete and sign a form that provides emergency information and addresses authorization regarding medical treatment. A student who has reached age 18 shall be permitted to complete this form.

- ~~3.~~4. The District shall seek appropriate emergency care for a student as required or deemed necessary.

**Access to District Property**

Authorized District officials, including school resource officers and District police officers if applicable, may refuse to allow a person access to property under the District's control in accordance with law.

District officials may request assistance from law enforcement in an emergency or when a person is engaging in behavior rising to the level of criminal conduct.

**Ejection or Exclusion under Education Code 37.105**

In accordance with Education Code 37.105, a District official shall provide a person refused entry to or ejected from property under the District's control written information explaining the right to appeal such refusal of entry or ejection under the District's grievance process.

A person appealing under the District's grievance process shall be permitted to address the Board in person within 90 **calendar** days of filing the initial complaint, unless the complaint is resolved before the Board considers it. [See FNG and GF]

**Off-Campus Activities**

Employees shall be designated to ensure appropriate conduct of participants and others attending a school-related activity at non-District or out-of-District facilities. Those so designated shall coordinate their efforts with persons in charge of the facilities.

**School Functions**

The Superintendent or designee is authorized to require that all students in grades 5 and under be accompanied by their parents or an adult to school functions.

**Prohibitions**

Tobacco and E-Cigarettes

The District prohibits smoking and the use of tobacco products and e-cigarettes on District property, in District vehicles, or at school-related activities.

Weapons

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

*Exceptions*

No violation of this policy occurs when:

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

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

**Date:** March 29, 2021

**Subject:** Election of Education Service Center Region XIII Board of Directors Place 7

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

**A. Purpose of Agenda Item:**

Action requested                       Information Only                       Receive Input

**B. Authority for This Action:**

Local Policy                       Law or Rule                       NA

**C. Goal or Need Addressed:**

Possible endorsement of an individual to serve on the Education Service Center Region XIII Board of Directors Place 7

**D. Summary:**

Previous board action relating to this item –

Future action anticipated –

**Background information** – There is one contested position on the board of directors at Region 13 Education Service Center. The election process is directed by Texas Administrative Code §53.1001. Board of Directors

**E. Scope of Options Reviewed:** Attached information provided by Region XIII

**F. Administrative Recommendation** – No administrative recommendation – Board Matter

**G. Suggested Motion**

No administrative recommendation.

Each Board member may cast an individual ballot for the candidate of choice. The ballots have been distributed to Board members at the beginning of this meeting. Should Board members choose to vote, the ballots will be collected at the end of the meeting and forwarded to Region XIII.



## MEMORANDUM

**TO:** Region 13 Superintendents  
**FROM:** Rich Elsasser, Executive Director  
**DATE:** February 26, 2021  
**SUBJECT:** Election of Place 7, Region 13 Board of Directors

There is one contested position on the board of directors at Region 13 Education Service Center. The election process is directed by Texas Administrative Code, §53.1001. Board of Directors. In summary, it reads as follows:

“Members of the board of directors are elected by the local school boards in each region. . .

Any eligible person wishing to seek election to the ESC board shall file at the headquarters office of the center in person or by certified mail between February 1 and February 20.

A ballot shall be developed and submitted to local school boards in the region by March 1. Each local school board member shall have one vote for each vacancy on the board.

Completed ballots shall be returned . . . by April 5<sup>th</sup>.”

The following three positions that are up for election this year:

**Place 1**

Laura Joseph – Incumbent, running unopposed. No election is necessary for Place 1.

**Place 4**

Marc Williamson – Incumbent, running unopposed. No election is necessary for Place 4.

**Place 7**

Erwin A. Sladek (Incumbent)  
J. Frank Smith

Resumes of the two candidates are enclosed.

Please conduct the election at your March Board meeting and return the ballots in the enclosed envelope to Region 13 on or before April 5<sup>th</sup>.

Enclosures

# ERWIN A. SLADEK, JR

P.O. Box 58  
La Grange, Texas 78945  
(979) 249-6308

**Desired Position:** Place 7 ESC Board of Directors (Incumbent)

**Certification:** Superintendent, State of Texas, 1981  
Mid-Management Administration, State of Texas, 1976  
Provisional Teaching(Biology, Health, Physical Education)  
State of Texas, 1970

**Education:** Master of Education, Educational Administration  
University of Houston, Victoria, TX., 1975  
Bachelor of Science, Education  
Texas A&M University, College Station, TX., 1970  
Student, 1967  
Blinn College, Brenham, TX.  
High School Diploma,  
La Grange High School, La Grange, TX., 1966

**Experience:** Educational Consultant/Trainer 2006 - present  
Texas Association of Pupil Transportation  
Texas Public School Districts  
Education Service Centers

Superintendent 1995 - 2006  
La Grange ISD, La Grange, TX.

Assistant Superintendent of Instruction 1988 -1995  
La Grange ISD, La Grange, TX.

High School Principal 1981 - 1988  
La Grange ISD, La Grange, TX.

Assistant Principal 1976 - 1981  
Crain Intermediate School  
Victoria, TX

Teacher -- Science 8th Grade 1973 - 1976  
Crain Intermediate School  
Victoria, TX.

Military Police Corps 1971 - 1973  
United States Army  
Vietnam, Fort Sam Houston, TX.

Teacher -- Science 6th & 8th Grades 1970 - 1971  
Crain Intermediate School  
Victoria, TX.

**Academic Achievement:** ESC XIII Superintendent of Year -- 1998  
Superintendent Academy IV  
Phi Kappa Phi Honor Society (4.0 GPA)  
(National Scholastic Honor Society for Universities)  
University of Houston  
Dean's List  
Texas A&M University  
Beta Alpha Chapter of Phi Theta Kappa  
(National Scholastic Honor Society for Junior Colleges)  
Blinn College

**Professional Involvement:**

Board Member on ESC Region 13 Board of Directors' since 2016, currently Secretary of the Board  
Member...Texas Association of School Administrators  
Member...Texas Association of Pupil Transportation  
Trainer..... Student Safety Management and Behavioral Modification Courses -- State Conference --  
School Transportation Directors and Trainers  
Trainer.....School Bus Driver Certification Course for Education Service Center XIII for 25 years  
Trainer .....Leadership Courses for TAPT  
Trainer.....Presentation Skills Courses for TAPT  
Past Mentor of Superintendents for TASA  
Past Member of State Commissioner Cabinet --TEA  
Superintendent Academy IV  
Trainer -- Student Management for School Bus Drivers in districts across State.

**Community/Church Involvement:**

Sacred Heart Catholic Church Pastoral Council ...Past President, Board Member multiple 5 year terms Sacred Heart Catholic Church Finance Council ...  
President for 30 years  
Austin Diocese Synod ...Parish Delegate, Moderator Austin Diocese Synod Committee for Parish Pastoral and  
Finance Councils Norms ...Chairperson  
La Grange Rotary Club ...Past Board Member, Past President, Paul Harris Fellow  
Knights of Columbus Council 2574 ...Member  
Knights of Columbus Bishop Odin Assembly ...Member (4th Degree Knight)  
Veterans of Foreign Wars ... Life Member  
Vietnam Veterans of America - - Life Member  
American Legion ...Member  
Criminal Justice Advisory Committee Member for Capital Area Council of Governments under Homeland Security Texas A&M University Former Students Association ...  
Member  
Fayette County A&M Club ...Member, Chairperson of Scholarship Committee  
Texas Farm Bureau ...Member  
Fayette County Farmers' Market -- Vegetables  
Member ... Independent Cattleman's Association

**Spouse:**

Bonnie Lynn Koether Sladek  
Retired Kindergarten Teacher, La Grange ISD

**Special Interests:**

Fishing, Gardening, Farming & Ranching

## VITA

**NAME:** J. Frank Smith, III **DOB:** 09/18/53  
**MAILING ADDRESS:** 7270 Anders-Daniels Road, La Grange TX 78945  
**HOUSE PHONE:** 979-249-3933  
**CELL PHONE:** 512-762-4065  
**E-MAIL:** jfranks@stedwards.edu

<b>EDUCATION:</b>	<b>Degrees</b>	<b>School and Major</b>	<b>Year</b>
	Ph.D.	Texas A&M University - Physical Education	1988
	M.S.Ed	Baylor University - Health, Phys. Ed. & Rec.	1976
	B.S.Ed	Abilene Christian College - Physical Education	1975

**PROFESSIONAL LICENSES:** Lifetime Provisional Secondary (6-12) Teacher Certification (TX)  
Fields: Health, Physical Education, Biology, & Driver's Education

**PRIOR PROFESSIONAL EXPERIENCES:** Health Teacher, La Grange HS, La Grange (TX) ISD (2018 - 2019)  
Rail Crew Express (RCX), Smithville, TX, (2017 - 2018)  
Professor of Kinesiology (2006 - 2017), Tenured  
Associate Dean, School of Education (2005 - 2016)  
Associate Professor of Kinesiology, St. Edward's University, 1999-2006  
Assistant Professor of Kinesiology, St. Edward's University, 1989-1999  
Dean of Education, St. Edward's University, 1990-2001, 2004-2005  
Physical Education Coordinator, Bryan (TX) ISD, 1988-1989  
Sixth Grade Science Teacher, College Station (TX) ISD, 1984-1988  
Graduate Teaching Assistant, Texas A&M University, 1981-1984  
HS/MS Science Teacher/Coach, Dallas Christian Schools, 1978-1981  
Senior Backpacking Counselor, Cheley Colorado Camps, Summer, 1978  
M.S. Science & PE Teacher/Coach, Longview (TX) ISD, 1976-1978  
Graduate Teaching Assistant, Baylor University, 1975-1976

**PRIOR PROFESSIONAL MEMBERSHIPS:** Texas Association for Health, Physical Education, Recreation, and Dance (TAHPERD)  
Texas Association of Certification Officers (TACO)  
Texas Association for Colleges of Teacher Education (TACTE)

**PROFESSIONAL OFFICES AND COMMITTEES:** TACO, Treasurer, 2004-2013  
TACO, Past-President, 2005-2006  
TACO, President, 2004-2005  
TACO, President-Elect, 2003-2004  
TACO, Secretary, 2002-2003  
Chairman, College Administrators Section, TAHPERD, 2000-2001  
Chair-Elect, College Administrators Section, TAHPERD, 1999-2000  
Secretary, Technology Section, General Division, TAHPERD, 1994-1996  
Secretary, Outdoor Education Section, Recreation Division, TAHPERD, 1992-1993  
TACTE, Treasurer, 1999-2001  
TACTE SBEC Relations Committee, 1999-2001  
TACTE Nominating Committee, Chair, 1996-1997  
TACTE Committee on Annual Performance Report, Chair, 1993-1994  
TACTE Legislative Update Committee, 1991-1998; Chair, 1994-1996

Visiting Comm., Exercise Science & Health Dept., Abilene Christian University, 1997-2000  
Visiting Comm., Education Dept., Abilene Christian University, 1993-1996  
Austin ISD Professional Development/Curriculum Committee, 1994-1996  
Del Valle ISD Adopt-A-School Steering Committee, 1991  
Del Valle ISD Teacher of the Year Selection Committee, 1993-1994  
Greater Austin Chamber of Commerce Education Committee, Policy Team Chairman (1996-97)

**COACHING AND  
ATHLETICS  
EXPERIENCE:**

NCAA Softball Umpire  
NCAA and SWC Baseball Umpire  
UIL Baseball Umpire  
UIL Basketball Referee  
Pony Baseball Commissioner, Oak Hill Youth Sports Association  
NCAA Faculty Athletic Representative, Division II  
Middle School Coach; Football, Basketball, Track and Field  
High School Coach; Football, Basketball, Baseball, Tennis

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

Date: March 29, 2020

Subject: Proclamation 2021, Instructional Materials Adoption for PreKindergarten

Administrator Responsible/Position: Derek McDaniel, Director of Curriculum & Instruction  
Sami Kinsey, Deputy Academic Officer  
Patty Santoyo, Director of Early Childhood & Extended Day Programs

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:

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

**Need** : School districts are required to provide instructional materials that cover all elements of the Texas Prekindergarten Guidelines (TKGs).

D. Summary:

Previous board action relating to this item –

Future action anticipated – School Board approval of the recommended Instructional Materials with a full budget amount to be presented at the April 2021 board meetings

Background information – Every two years the state allots funds to be used for the adoption of new instructional materials. This year, Proclamation 2021, issued by the SBOE includes instructional materials (textbooks, teacher resources, and other ancillary resources) to update 10+ year old classroom curriculum/instructional materials.

E. Scope of Options Reviewed: Information included in attached support documents

F. Comments Received:

Cabinet                       DLT                       FBOC                       Teacher Org. Reps.                       Other PreKindergarten Adoption Committee

From Public

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

# Proclamation 2021 - PreKindergarten Adoption

---

**Committee Recommendation: SAVVAS “Three Cheers for Pre-K / ¡Uno, Dos, Tres PreKinder!”**

## **Highlights:**

- Overall majority consensus to select SAVVAS as the product recommendation (90%)
- Culturally relevant and include authentic Spanish books
- Leveled library of 60+ leveled readers and access to digital e-library
- Big books, lap books, and wordless books to support instruction across content areas
- Customizable teacher lesson plans
- Online resources for parents and students
- Content and center based manipulatives
- Compatible with Schoology

## **Plan of Action and Next Steps:**

- April Board Meeting - Procurement consideration for approval and implementation plan



# Instructional Materials Selection Committee Update

Hays CISD Board of Trustees Meeting  
March 29, 2021

Sami Kinsey, Jennifer Garcia  
*Deputy Academic Officer*

Derek McDaniel

*Director of Curriculum and Instruction*

Patty Santoyo

# Adoption Committee- Thank You and Recognition

---

## PreKindergarten Adoption Committee:

- Thank you to our committee members including PreKindergarten Teachers, Instructional Coaches, Special Education Department, Curriculum and Instruction Staff and Administration for supporting the work for the adoption.
- Thank you Board President Orozco, Superintendent Dr. Wright, and Board of Trustees for your consideration this evening.

## TEA Recognition in Hays CISD for Texas Resource Review:

- Director of Early Childhood was selected to facilitate the PreKindergarten adoption review process across the state of Texas for Spanish products.

# Budget Year 2022 - Proclamation 2021

---

## PreKindergarten Adoption

- The adoption covers the following content areas in both English and Spanish:
  - Language Arts
  - Math
  - Science
  - Social Studies
  - Physical Education
  - Social Emotional Education

# Hays CISD Selection Committee Process

---

## PreKindergarten Adoption Committee Timeline

- October - Campuses notified of selection committee and participation requirements:
  - Included one English teacher, one Bilingual teacher (where applicable), one Early Childhood Special Education Teacher and four- 2020 Summer Curriculum writing teachers.
  - Included Instructional Coach
- November - Initial Committee Orientation- self-paced training (Schoology Course)
- January/February - Initial C&I material review and preliminary elimination of products
- February 12th - Virtual meeting held to identify publisher finalists (full day)
- March 3rd - Publisher presentations, product vetting, and selection of publisher (full day)
- March 5th - PreKindergarten adoption updates submitted via board blog
- March 29th- Presentation and committee recommendation for publisher final selection shared with Board of Trustees
- April 19th and 26th- Procurement consideration for approval and implementation plan

# Hays CISD Selection Committee Process

## PK Adoption Voting Committee Members

Campus	Instructional Coach	English Teacher	Spanish Teacher	Early Childhood Special Education	2020 Summer Curriculum Writer
Blanco Vista Elem.	Jerri Lopez	Jackie Sauro	Alejandra Gordillo		
Buda Elem.	Melissa English	Natalie Wimberley*			Jennifer Kaleikini
Camino Real Elem.	Lupe DeHoyos	Palmira Longoria	Nany Martinez	Lisa Rios	
Carpenter Hill Elem.	Lori Shunka	Allison Miller			
Elm Grove Elem.	Cynthia Vandegarde	Heather Lloyd			
Fuentes Elem.	Mari Mendez	Melissa Hromadka			
Hemphill Elem.	Susan Serrano	Niki Burch	Amada Barker		
Kyle Elem.	Robin Burr	Sandra McCarstle*			Holly Wyatt
Negley Elem.	Michelle Pettit	Tonya Penney			
Pflugger Elem.	Whitney Eberhardt	Halie Kator			
Science Hill Elem.	Linda Sedillo	Renee Lani	Edith Bribiesca		
Tobias Elem.	Debbie Gorubec	Selena Selvera			

64

# Disclosure Form and Product Rubrics

## Instructional Materials Selection and Adoption Process

NAME:	DATE:
CAMPUS:	COMMITTEE:
ADDRESS:	HM TEL:
	WK TEL:
1. Are you a Hays CISD employee? <b>YES</b> or <b>NO</b> (circle one)	
2. Have you ever entered into a business agreement with any publisher that will be presenting materials for adoption consideration? <b>YES</b> or <b>NO</b> (circle one)	
If YES, please explain in detail (date, type of agreement, name of publisher, and details of payment).	
<i>Excerpt from Hays CISD Board Policy EFAA</i>	
<b>CRIMINAL OFFENSE:</b> "A Board member, administrator, or teacher commits an offense if the person receives any commission or rebate on any instructional materials or technological equipment used in the schools with which the person is associated. A Board member, administrator, or teacher commits an offense if the person accepts a gift, favor, or service that:	
<ol style="list-style-type: none"> <li>Is given to the person or the person's school;</li> <li>Might reasonably tend to influence the person in the selection of instructional material or technological equipment; and</li> <li>Could not be lawfully purchased with state instructional materials funds.</li> </ol>	
"Gift, favor, or service" does not include:	
<ol style="list-style-type: none"> <li>Staff development, in-service, or teacher training; or</li> <li>Ancillary materials, such as maps or worksheets, that convey information to the student or otherwise contribute to the learning process."</li> </ol>	
<i>Education Code 31.152</i>	
The information provided above is true and correct to the best of my knowledge, and I have read and understand the limitation identified above.	
Print Name: _____ Signature: _____ Date: _____	

Hays CISD School District Instructional Materials Selection Committee (IMSC) Rubric - Prekindergarten				
Name:	Campus: <b>Proclamation 2021</b>			
Rating Scale: 5 - Consistent and thorough 4 - Excellent at times but not consistent 3 - Good in places but often inadequate 2 - Mostly inadequate 1 - Completely inadequate	CONTENT AREA	ENGLISH/SPANISH LANGUAGE ARTS		
	Publisher:			
Type of Resource Reviewed (choose all that apply):	<input type="checkbox"/> Print Textbook <input type="checkbox"/> E-Text <input type="checkbox"/> Interactive Online Resource <input type="checkbox"/> Other _____			
DOES THE MATERIAL MEET THE MINIMUM PKG and SPKG REQUIREMENTS? IF NO (FAIL); IF YES (PASS)	ELAR FAIL PASS	SLAR FAIL PASS	Notes/Evidence	
I. CORRELATION AND ALIGNMENT	Circle Rating for Each Descriptor Below.	Circle Rating for Each Descriptor Below.		
The content is aligned with current standards and practice (TXPKG/TXSPKG).	1 2 3 4 5	1 2 3 4 5		
The content is aligned vertically with current standards and practice (TXPKG/TXSPKG).	1 2 3 4 5	1 2 3 4 5		
<b>TOTAL Score for Section: (add all scores and then divide by 2)</b>				
II. CONTENT	ELAR Circle Rating for Each Descriptor Below.	SLAR Circle Rating for Each Descriptor Below.	Notes/Evidence	
Content is accurate and factual.	1 2 3 4 5	1 2 3 4 5		
There is ease of reading for students: age-appropriate readability.	1 2 3 4 5	1 2 3 4 5		
Content has aesthetic appeal to students.	1 2 3 4 5	1 2 3 4 5		
There is highlighting or bolding of important/critical information for clarity, emphasis, and ease of reading.	1 2 3 4 5	1 2 3 4 5		

# March 3rd Meeting - Final Publisher Presentation

---

- Included presentations from SAVVAS and Frog Street
- All committee members collaborated in the completion of a product comparison chart: [CLICK HERE](#)
- Voting committee members submitted an electronic vote to select the final publisher.
  - The committee's final product selection was SAVVAS Three Cheers for PreK / ¡Uno, Dos, Tres Prekinder!

# Committee Recommendation

---

- The Instructional Materials Selection Committee is recommending SAVVAS be the publisher of choice for the Prekindergarten adoption
- Committee members feedback about SAVVAS:
  - *“Culturally sensitive, felt really integrated”*
  - *“Robust family engagement, editable home letters with weekly objectives.”*
  - *“Authentic print throughout every content and center.”*
  - *“Social Emotional Learning incorporated into lessons.”*
  - *“Realize Scout keeps data/pictures/videos.”*
  - *“Vertically aligned to Kindergarten.”*
  - *“Sixty+ leveled readers in English and Spanish.”*
  - *“Easy to read/follow lesson plans and organization of the daily schedule was really nice.”*
  - *“Inquiry based learning centers.”*



**Hays CISD Instructional Materials Adoption Process**  
***Proclamation 2021***  
**Final PK Adoption Publisher**  
**Presentation - Comparison**

March 3, 2021

During and after adoption presentations from Savvas and Frog Street, participating members provided the following feedback. This information was reviewed as a committee.

<b>SAVVAS - Three Cheers for PK</b>	<b>Frog Street - PK Curriculum</b>
<ul style="list-style-type: none"> <li>● Vertically aligned, able to see where the students are, access</li> <li>● Centergerize and including 9 themes</li> <li>● More math manipulatives</li> <li>● Easy transition, likes willingness from the company and the support transition adoptions</li> <li>● Editable lesson plan templates</li> <li>● Fully print and digital - so everything in print is available digitally and vice versa</li> <li>● Resources would evolve and they would provide updates</li> <li>● Felt Savass was a stronger resource support for SPED</li> <li>● Portfolios for students</li> <li>● phonics and sequence</li> <li>● Layout for implementation, daily routine vs Frog Street looked at multiple pages.</li> <li>● Trade books (Pete the Cat...) and authentic spanish literature too</li> <li>● 60 level A readers for guided reading</li> <li>● Over 400 multicultural ebooks with UNITE</li> <li>● "Realize" is the digital platform</li> <li>● 100% aligned to PK outcomes</li> <li>● Teach themes 1 through 4 in order - once that happens, themes 5 through 9 have more wiggle room.</li> <li>● Culturally Sensitive material</li> <li>● Adaptations are meaningful</li> <li>● 100% print, 100% digital</li> <li>● Culturally sensitive...felt really integrated</li> <li>● Balances have their own containers</li> <li>● Editable assessments</li> <li>● Family Portal</li> <li>● Realize Scout- keep dates/pictures/videos</li> <li>● Aligned with CLI</li> <li>● Wordless books, retell cards</li> <li>● Ready Rosie home resource</li> <li>● Ebooks are interactive</li> <li>● Mood meter</li> <li>● Authentic literature</li> </ul>	<ul style="list-style-type: none"> <li>● PD</li> <li>● Handwriting component, handwriting without tears</li> <li>● Savvas spiraled, Frog Street more explicit</li> <li>● Cognates for spanish curriculum</li> <li>● Frog Street offers more online support with books and games through ABC Mouse. So many of our students rely on virtual instruction and practice.</li> <li>● Handwriting component but disconnect on teaching practice.</li> <li>● No science manipulatives, think through lessons</li> <li>● Robot provided but need more opportunities for interaction.</li> <li>● Scope- letter sounds after 12 weeks</li> <li>● morning message</li> <li>● Editable lesson plan templates</li> <li>● Fully print and digital - so everything in print is available digitally and vice versa</li> <li>● Trade books (Pete the Cat...) and authentic spanish literature too</li> <li>● 60 level A readers for guided reading</li> <li>● Over 400 multicultural ebooks with UNITE</li> <li>● "Realize" is the digital platform</li> <li>● Vertically aligned to kinder TEKS</li> <li>● 100% aligned to PK outcomes</li> <li>● Teach themes 1 through 4 in order - once that happens, themes 5 through 9 have more wiggle room</li> <li>● Scripted daily morning message</li> <li>● letter books</li> <li>● Need- no big books...those were lap books</li> <li>● STEAM integration</li> <li>● I like that the center ideas change weekly rather than once or twice a unit</li> <li>● Alphabet songs</li> <li>● Morning messages</li> <li>● +writing component</li> <li>● Center activities</li> </ul>



**Hays CISD Instructional Materials Adoption Process**  
***Proclamation 2021***  
**Final PK Adoption Publisher**  
**Presentation - Comparison**

- Big book/mini book
- Sound digital portfolio
- Aligned to kinder
- Includes trade books
- Access to 400 multicultural books
- Leveled readers in English and Spanish
- Robust family engagement, editable home letters
- TEs are easily read and organized
- Area of improvement- teacher books are thin paged
- Interaction ability with digital books
- Digital library
- Materials and guides organized
- Easy to read follow lesson plans and daily schedules
- Thematically organized kits, authentic, culturally relevant text, big books with mini-books for students, online resources
- Math Circle Everyday
- Theme manipulatives
- We liked the clear buckets because then students can see visually what is in the buckets from a distance.
- Wordless books-great for developing language and writing
- Cross content manipulatives
- Digital cross content manipulatives
- Theme kits organized
- 9 wordless books, 9 theme kits
- Realize scout
- SEL with outdoor play
- Aide access, assign to virtual
- Minus - "Javi" will not work in an English classroom. H sound.
- Digital resources
- TE's flow well, easy to follow, daily writing, talk more about it cards, singing cards on a ring so they are ready and available, ebooks in English and Spanish
- Mood Meter for SEL
- equitable resources in Spanish
- teacher guide layout easy to follow daily
- Easy to follow
- Separate Scope and Sequence for letters for English and Spanish
- Spiraling of letters introduced

- PK at Home
- Conscious Discipline
- STEAM
- Compound words/picture cards
- sorry theme not unit
- great manipulatives that match lessons
- Real pictures
- Joe Scruggs - the best musician ever!
- Kit - cards are not laminated and are thin
- Letter building cards not laminated/durable and letter building samples too hard to snap for a 4 year old
- Trade books
- 10 readers for guided reading (6 each) and 12 titles (2 each) for listening station and 14 story folders with magnetic story props
- Balance scales are opaque
- Paraprofessionals will get their own logins.
- Frog-E
- Music by great well-known children's musicians
- Seems more rigorous
- Boxes & bins for organized materials
- Lack of whole group instruction
- Developmental storybooks
- Vocabulary cards are real photographs.
- STEAM Daily
- User friendly digital format, icons, tubs to contain each theme, frog-e for coding
- Dr. Becky Bailey, daily small group plans, daily STEAM lesson
- Digs deeper into read alouds
- storage containers, \$200, Build letters for handwriting, STEAM, efrog, family connections, Texas based
- Science and Social Studies is integrated
- STEAM and coding is strong
- Cognate letter wall cards
- Limited reading resources
- Coding
- Vivid/real photos on cards
- Intentional design for Texas
- Lack of math & science whole group instruction
- Cognate word wall cards
- Strategy cards, scope and sequence, practice centers, differentiation, vocabulary
- Materials provided for centers
- Developmental storybooks in 3 forms



**Hays CISD Instructional Materials Adoption Process**  
*Proclamation 2021*  
**Final PK Adoption Publisher**  
**Presentation - Comparison**

- Assessments tied to CLI
- if...then...statements
- everything is organized by theme. (all in one area)
- SEL incorporated into lessons
- family engagement portal-several languages
- Online games-NEW to kiddos
- Social Emotional Learning with Javi
- Social emotional & letter cards are animation & not real life
- writing integrated daily
- Small group and centers in math and literacy daily
- Sky and mat writing before paper writing
- authentic print through out every content & center
- Inquiry Based Learning Centers
- Retelling visuals
- ONE landing page!
- Vocabulary Cards
- Nice variety of books- classics and new
- Sing, Rhyme and Shout cards
- Digital Library
- Able to upload own resources
- READY ROSIE!
- Direct writing instruction daily
- Areas of Improvement/ Concerns- cartoons on ABC cards, so teachers will have to print their own for real pictures. Javi the Helicopter could be confusing with H sound for J for English learners
- assessment guide
- Recording forms for checklists
- 30 visual cards to teach (SEL)
- not a lot of online games for students

- Doesn't have ASL as language
- Morning message
- Guided reading/writing
- science photo and vocabulary cards
- Areas of Improvement/ Concerns- Seemed outdated, digital resources were lacking and more difficult to follow, lack of letter introduction scope and sequence, fewer resources for parent engagement
- Special needs call outs are weak
- Vocal cards with real pictures/images
- Posters available
- Strategy cards
- Parent home connection
- Professional Dev Conference
- +ABC centers
- Compound cards
- Digital resources were confusing/hard to follow
- Differentiation

# HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: March 29, 2021

Subject: Revenue Estimate Update – 2022 Budget

Administrator Responsible/Position: Randy Rau, Chief Financial 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:**  
Revenue Estimate Update
- D. Summary:**  
 Previous board action relating to this item  
 Future action anticipated -  
 Background information – Give the board an update on the 2022 Budget, revenue estimation (current law)
- E. Comments Received:**  
 Cabinet     DLT     FBOC     Teacher Org. Reps.     Other \_\_\_\_\_
- F. Administrative Recommendation:**  
There is no board action necessary. The revenue estimates 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 revenue estimates are presented as an information item.

# HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: March 29, 2021

Subject: February 2021 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: March 29, 2021

### Monthly Financial Highlights

- The monthly Financial Reports represent financial data through February 28, 2021.
- The cash and investment balances of all funds at month end totals \$149,425,788.02. The General Fund makes up the largest portion of the total with \$91,903,991.87 or roughly 61.50%.
- Through the end of the month (8/12 or 66.67% of the budget year):
  - The General Fund has collected \$138,242,448.57 (70.93% of its budgeted revenue) and has spent \$73,056,963.51 (63.20% of its budgeted expenditures). The ending fund balance through the month of February is \$80,299,791.77.
  - The Child Nutrition fund has collected \$3,226,051.15 (32.58% of its budgeted revenue) and has spent \$4,051,212.83 (40.72% of its budgeted expenditures).
  - The Debt Service fund collected \$47,560,846.14 (108.80% of its budgeted revenue) and spent \$43,013,341.72 (98.39%) of its budgeted expenditures). Debt service payments are made two times a year, February 15<sup>th</sup> and August 15<sup>th</sup>.
  - The Capital Project funds have expenditures of \$2,312,270.29 in the current fiscal year through the month of February 2021 and collected \$20,015.58 in interest revenue.
- Special Revenue funds consist of Federal, State, and local grants received by the District. Some of these grants such as Title I and IDEA are non-competitive federal grants which the District receives based on certain types of student populations reported through PEIMS. Other local grants are “competitive grants” and are awarded based on demonstrated needs. This group of funds also includes the Textbook (IMA) and awarded Education Foundation funds. Total revenue collected is \$6,042,278.94 and total expenditures spent is \$6,042,278.94.
- Current Tax collections for the month of February 2021 totaled \$19,792,469.57 representing 14.74% of the levy collected during the month. Approximately 95.37% of the total levy has been collected through the end of February 2021. In comparison, 96.53% of the total levy was collected through the end of February 2020.

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**



**February 28, 2021**

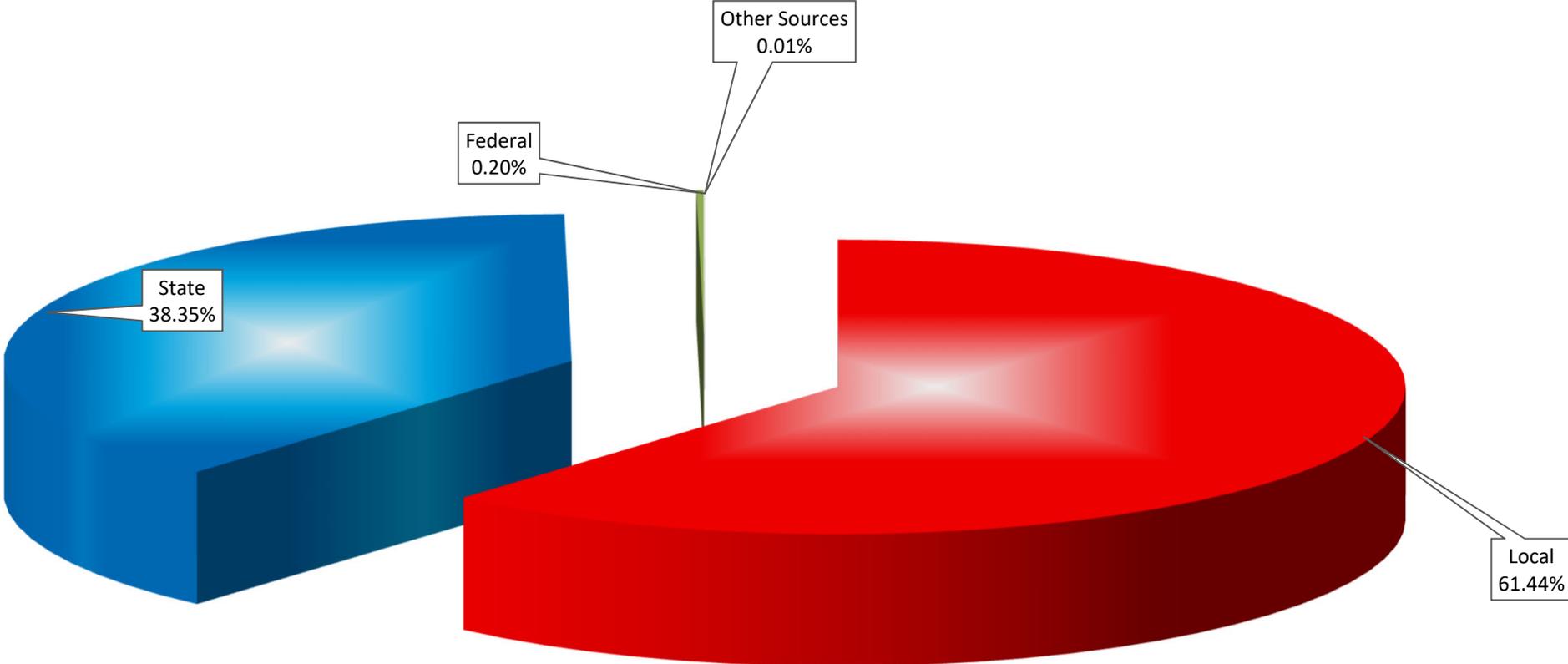
**Hays Consolidated Independent School District**  
**Combined Balance Sheet**  
**for the Month Ending February 28, 2021**  
**(Un-Audited)**

	<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>
<b>Assets:</b>						
Cash and Cash Equivalents	\$ 14,043,526.98	\$ 54,472.25	\$ 30,255.79	\$ 11,713.76	\$ 35,391.94	\$ 14,175,360.72
Current Investments	77,860,464.89	2,219,553.18	35,488,137.04	19,682,272.19	-	135,250,427.30
<b>Total Cash and Investments</b>	<b>\$ 91,903,991.87</b>	<b>\$ 2,274,025.43</b>	<b>\$ 35,518,392.83</b>	<b>\$ 19,693,985.95</b>	<b>\$ 35,391.94</b>	<b>\$ 149,425,788.02</b>
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	1,813,003.60	-	-	-	1,219,854.28	3,032,857.88
Due from other Governments	684,547.97	-	224,568.90	-	-	909,116.87
Accrued Interest	-	-	-	-	-	-
Due from Other Funds	2,065,601.21	1,145,612.62	1,081,082.47	1,932,199.51	213,301.20	6,437,797.01
Other Receivables	-	-	-	-	-	-
<b>Total Receivables</b>	<b>\$ 6,251,612.55</b>	<b>\$ 1,145,612.62</b>	<b>\$ 2,126,041.53</b>	<b>\$ 1,932,199.51</b>	<b>\$ 1,433,155.48</b>	<b>\$ 12,888,621.69</b>
Inventories	-	239,581.36	-	-	-	239,581.36
Prepaid Items	5,821,455.88	500.00	-	-	-	5,821,955.88
<b>Other Current Assets</b>	<b>\$ 5,821,455.88</b>	<b>\$ 240,081.36</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,061,537.24</b>
<b>Total Current Assets</b>	<b>\$ 103,977,060.30</b>	<b>\$ 3,659,719.41</b>	<b>\$ 37,644,434.36</b>	<b>\$ 21,626,185.46</b>	<b>\$ 1,468,547.42</b>	<b>\$ 168,375,946.95</b>
<b>Liabilities and Fund Balance:</b>						
<b>Current Liabilities</b>						
Accounts Payable	\$ 1,888.73	\$ -	\$ -	\$ -	\$ 2,461.95	\$ 4,350.68
Other Liabilities	177,404.37	-	-	-	-	177,404.37
Payroll Deductions and Withholdings	521,248.80	-	-	-	-	521,248.80
Accrued Wages Payable	15,305,544.18	418,839.36	-	-	-	15,724,383.54
Due to Other Funds	1,977,432.09	215,376.20	-	3,013,273.66	-	5,206,081.95
Due to Student Groups	75,611.67	-	-	-	-	75,611.67
Due to State Agencies	12,283.00	-	-	-	-	12,283.00
Due to other Governments	25,543.68	-	-	-	-	25,543.68
Deferred Revenues	3,891,852.24	279,848.66	-	-	1,466,085.47	5,637,786.37
Deferred Inflows	1,688,459.77	-	820,390.16	-	-	2,508,849.93
<b>Total Liabilities</b>	<b>\$ 23,677,268.53</b>	<b>\$ 914,064.22</b>	<b>\$ 820,390.16</b>	<b>\$ 3,013,273.66</b>	<b>\$ 1,468,547.42</b>	<b>\$ 29,893,543.99</b>
<b>Fund Balance/Equity</b>						
Reserved/Designated Fund Balance	-	2,980,275.32	32,276,539.78	17,264,665.46	-	52,521,480.56
Current Year Revenues less						
Expenditures/Expenses	12,801,180.08	(825,161.68)	4,547,504.42	(2,292,254.71)	-	14,231,268.11
Reserved Fund Balance for Current Year						
Encumbrances (POs)	2,548,099.24	590,541.55	\$ -	3,640,501.05	-	6,779,141.84
Unreserved Fund Balance/Fund Equity	<b>\$ 64,950,512.45</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>64,950,512.45</b>
<b>Total Fund Balance/Equity</b>	<b>\$ 80,299,791.77</b>	<b>\$ 2,745,655.19<sup>5</sup></b>	<b>\$ 36,824,044.20</b>	<b>\$ 18,612,911.80</b>	<b>\$ -</b>	<b>\$ 138,482,402.96</b>
<b>Total Liabilities and Fund Equity</b>	<b>\$ 103,977,060.30</b>	<b>\$ 3,659,719.41</b>	<b>\$ 37,644,434.36</b>	<b>\$ 21,626,185.46</b>	<b>\$ 1,468,547.42</b>	<b>\$ 168,375,946.95</b>

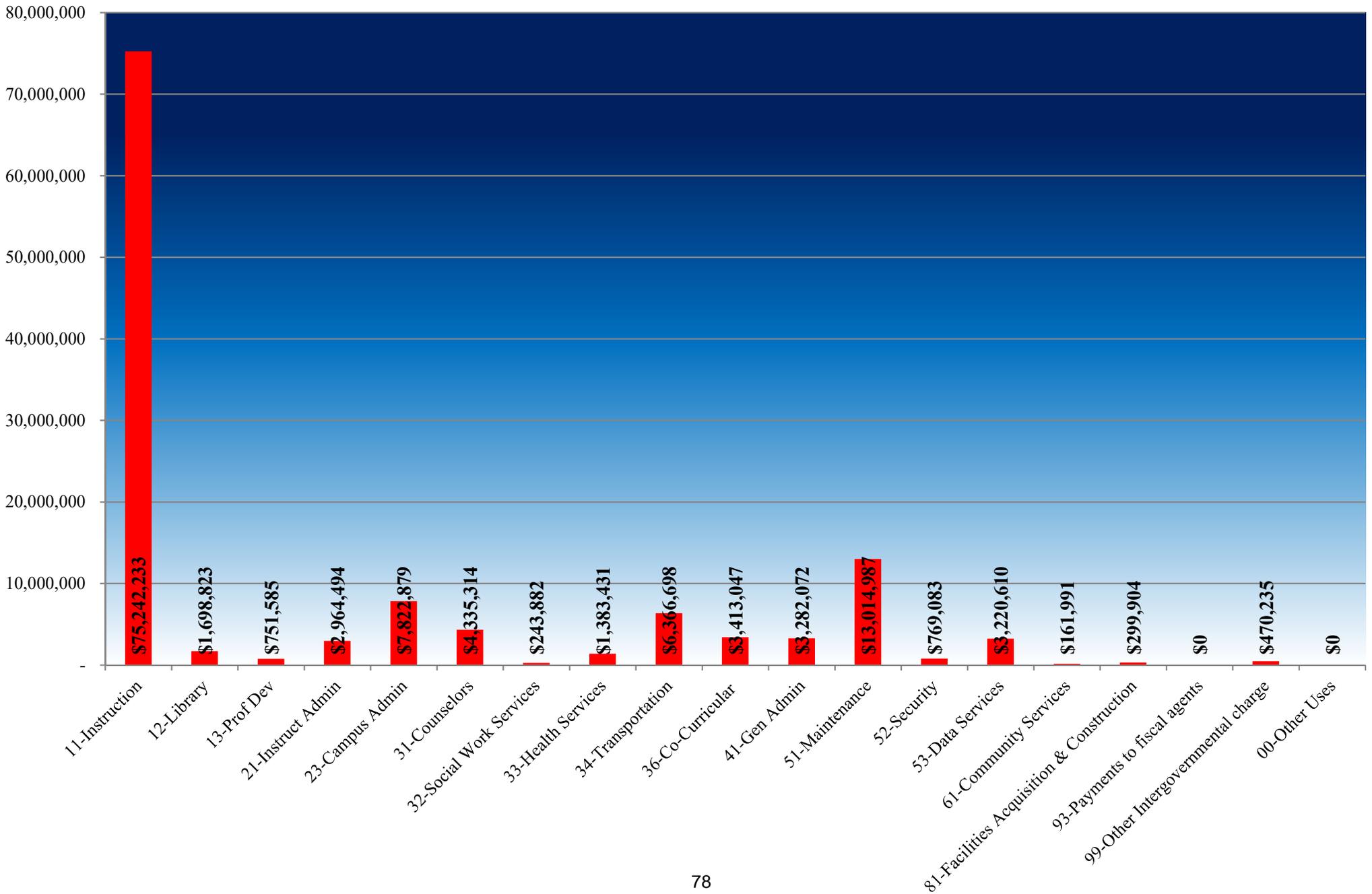
**Hays Consolidated Independent School District**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance - General Fund**  
**for the Month Ending February 28, 2021**  
**(Un-Audited)**

	<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>
<b>Revenues:</b>					
Local	\$ 88,257,397	\$ 88,826,827	\$ 84,937,059.99	(3,889,767.01)	95.62%
State	102,997,133	102,997,133	53,010,026.30	(49,987,106.70)	51.47%
Federal	2,583,000	3,066,000	283,266.58	(2,782,733.42)	9.24%
Other Sources	-	-	12,095.70	12,095.70	NA
<b>Total Revenues</b>	<b>\$ 193,837,530</b>	<b>\$ 194,889,960</b>	<b>\$ 138,242,448.57</b>	<b>\$ (56,647,511.43)</b>	<b>70.93%</b>
<b>Expenditures and Other Uses:</b>					
11-Instruction	111,268,074	111,970,803	75,242,232.85	36,728,570.15	67.20%
12-Library	2,686,456	2,690,265	1,698,822.57	991,442.43	63.15%
13-Prof Dev	4,394,895	4,128,969	751,585.25	3,377,383.75	18.20%
21-Instruct Admin	4,866,624	4,939,621	2,964,494.49	1,975,126.51	60.01%
23-Campus Admin	12,100,694	12,126,106	7,822,878.78	4,303,227.22	64.51%
31-Counselors	6,860,734	6,895,455	4,335,314.20	2,560,140.80	62.87%
32-Social Work Services	269,052	269,052	243,882.44	25,169.56	90.65%
33-Health Services	2,251,762	2,253,029	1,383,431.00	869,598.00	61.40%
34-Transportation	11,291,406	11,291,916	6,366,697.81	4,925,218.19	56.38%
36-Co-Curricular	5,508,225	5,739,016	3,413,047.24	2,325,968.76	59.47%
41-Gen Admin	5,191,355	5,191,245	3,282,071.87	1,909,173.13	63.22%
51-Maintenance	20,348,895	21,225,949	13,014,987.31	8,210,961.69	61.32%
52-Security	2,805,352	2,801,652	769,083.38	2,032,568.62	27.45%
53-Data Services	5,085,338	5,228,808	3,220,609.56	2,008,198.44	61.59%
61-Community Services	270,526	269,406	161,990.78	107,415.22	60.13%
81-Facilities Acquisition & Construction	-	309,402	299,903.93	9,498.07	96.93%
93-Payments to fiscal agents	330,538	330,538	-	330,538.00	0.00%
99-Other Intergovernmental charge	837,000	837,000	470,235.03	366,764.97	56.18%
00-Other Uses	-	-	-	-	NA
<b>Total Expenditures and Other Uses</b>	<b>\$ 196,366,926</b>	<b>\$ 198,498,232</b>	<b>\$ 125,441,268.49</b>	<b>\$ 73,056,963.51</b>	<b>63.20%</b>
<b>Excess of Revenues and Other Resources</b>					
<b>Over (Under) Expenditures and Other Uses</b>	<b>\$ (2,529,396)</b>	<b>\$ (3,608,272)</b>	<b>\$ 12,801,180.08</b>		
<b>Fund Balance July 1, 2020 - <i>(Audited)</i></b>	<b>\$ 67,498,611.69</b>	<b>\$ 67,498,611.69</b>	<b>\$ 67,498,611.69</b>		
<b>Fund Balance Ending - Monthly Reporting Period</b>	<b>\$ 64,969,215.69</b>	<b>\$ 63,890,339.69</b>	<b>\$ 80,299,791.77</b>	<b>\$ 16,409,452.08</b>	

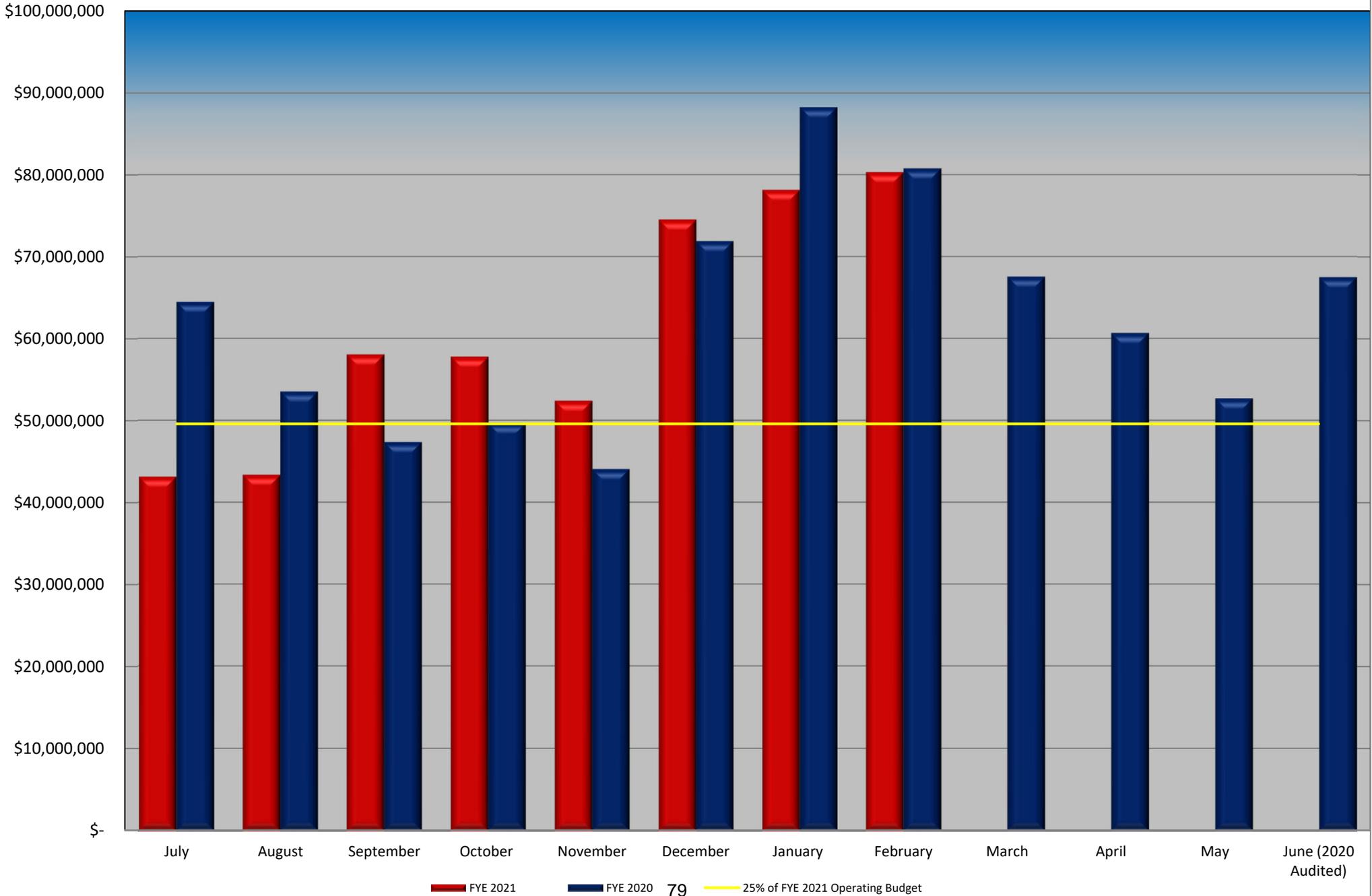
# General Fund Revenues Collected to Date



# General Fund Expenditures to Date



# General Fund Balance by Reporting Month



FYE 2021    FYE 2020    79    25% of FYE 2021 Operating Budget

**Hays Consolidated Independent School District**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance - Child Nutrition Fund**  
**for the Month Ending February 28, 2021**  
**(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>
<b><i>Revenues and Other Resources:</i></b>					
Local	\$ 3,727,116	\$ 3,727,116	\$ 251,174.52	\$ (3,475,941.48)	6.74%
State	45,093	45,093	8,124.68	(36,968.32)	18.02%
Federal	6,130,966	6,130,966	2,966,751.95	(3,164,214.05)	48.39%
Other sources	-	-	-	-	NA
<b>Total Revenues and Other Resources</b>	<b>\$ 9,903,175</b>	<b>\$ 9,903,175</b>	<b>\$ 3,226,051.15</b>	<b>\$ (6,677,123.85)</b>	<b>32.58%</b>
<b><i>Expenditures and Other Uses:</i></b>					
35-6100 Payroll	4,363,880	4,363,880	2,423,029.90	1,940,850.10	55.52%
35-6200 Professional and Contracted Services	808,815	815,851	328,344.23	487,506.77	40.25%
35-6341 Food Supplies	3,658,529	3,661,529	1,065,361.64	2,596,167.36	29.10%
35-6342 Non-Food Supplies	256,968	256,968	113,131.92	143,836.08	44.03%
35-6344 USDA Commodities	415,477	415,477	-	415,477.00	0.00%
35-6349 Miscellaneous Supplies	157,001	185,344	37,090.99	148,253.01	20.01%
35-6300 Supplies & Materials	77,486	77,486	72,089.08	5,396.92	93.03%
35-6400 Food Service Other Operating Expenses	165,019	155,019	5,171.10	149,847.90	3.34%
35-6600 Food Service Capital Expenses	-	16,994	6,993.97	10,000.03	41.16%
<b>Total Expenditures</b>	<b>\$ 9,903,175</b>	<b>\$ 9,948,548</b>	<b>\$ 4,051,212.83</b>	<b>\$ 5,897,335.17</b>	<b>40.72%</b>
<b>Excess of Revenues and Other Resources</b>					
<b>Over (Under) Expenditures and Other Uses</b>	<b>\$ -</b>	<b>\$ (45,373)</b>	<b>\$ (825,161.68)</b>		
<b>Fund Balance July 1, 2020 - <i>(Un-Audited)</i></b>	<b>3,570,816.87</b>	<b>3,570,816.87</b>	<b>3,570,816.87</b>		
<b>Fund Balance Ending - Monthly Reporting Period</b>	<b>\$ 3,570,816.87</b>	<b>\$ 3,525,443.87</b>	<b>\$ 2,745,655.19</b>	<b>\$ (779,788.68)</b>	

**Hays Consolidated Independent School District**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance - Debt Service Fund**  
**for the Month Ending February 28, 2021**  
**(Un-Audited)**

	<u>Original Budget</u>	<u>Official Budget</u>	<u>Current Year Actual Revenues/ Expenditures</u>	<u>Unrealized/ Unexpended Budget</u>	<u>Percentage Y-T-D</u>
<b>Revenues:</b>					
<b>Local Revenue</b>					
Taxes, Current Year Levy	\$ 43,315,670	\$ 43,315,670	45,383,412.88	\$ 2,067,742.88	104.77%
Taxes, Prior Year	250,000	250,000	316,052.02	66,052.02	126.42%
Penalties, Interest and Other Tax Revenues	150,000	150,000	93,150.87	(56,849.13)	62.10%
Earnings from Investments	-	-	11,916.77	11,916.77	NA
Miscellaneous Revenue	-	-	61,884.45	61,884.45	NA
<b>Local Revenue</b>	<b>\$ 43,715,670</b>	<b>\$ 43,715,670</b>	<b>\$ 45,866,416.99</b>	<b>\$ 2,150,746.99</b>	<b>104.92%</b>
<b>State Revenue</b>					
Additional State Aid for Homestead Exemption	\$ -	\$ -	\$ 613,352.00	613,352.00	NA
<b>State Revenue</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 613,352.00</b>	<b>\$ 613,352.00</b>	<b>NA</b>
<b>Other Sources</b>					
Operating Transfer In	\$ -	\$ -	\$ 1,081,077.15	1,081,077.15	NA
<b>Other Sources</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,081,077.15</b>	<b>\$ 1,081,077.15</b>	<b>NA</b>
<b>Total Revenue</b>	<b>\$ 43,715,670.00</b>	<b>\$ 43,715,670.00</b>	<b>\$ 47,560,846.14</b>	<b>\$ 3,845,176.14</b>	<b>108.80%</b>
<b>Expenditures:</b>					
71-6511 Bond Principal	24,720,000	24,984,000	24,983,781.24	218.76	100.00%
71-6521 Interest on Bonds	18,970,670	18,705,470	18,003,369.48	702,100.52	96.25%
71-6599 Other Debt Service Fees	25,000	26,200	26,191.00	9.00	99.97%
<b>Total Expenditures</b>	<b>\$ 43,715,670</b>	<b>\$ 43,715,670</b>	<b>\$ 43,013,341.72</b>	<b>\$ 702,328.28</b>	<b>98.39%</b>
<b>Excess of Revenues Over (Under) Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,547,504.42</b>		
<b>Fund Balance July 1, 2020 - (Un-Audited)</b>	<b>\$ 32,276,539.78</b>	<b>\$ 32,276,539.78</b>	<b>\$ 32,276,539.78</b>		
<b>Fund Balance Ending - Monthly Reporting Period</b>	<b>\$ 32,276,539.78</b>	<b>\$ 32,276,539.78</b>	<b>\$ 36,824,044.20</b>	<b>\$ 4,547,504.42</b>	

**Hays Consolidated Independent School District**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance - Capital Project Funds**  
**for the Month Ending February 28, 2021**  
**(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>
<b><i>Revenues and Other Resources:</i></b>						
Local	\$ 114.88	\$ 65.65	\$ 655.49	\$ 588.70	\$ 18,590.86	\$ 20,015.58
State	-	-	-	-	-	-
Other sources	-	-	-	-	-	-
<b>Total Revenues and Other Resources</b>	<b>\$ 114.88</b>	<b>\$ 65.65</b>	<b>\$ 655.49</b>	<b>\$ 588.70</b>	<b>\$ 18,590.86</b>	<b>\$ 20,015.58</b>
<b><i>Expenditures and Other Uses:</i></b>						
6100 Payroll	-	-	-	-	-	-
6200 Professional and Contracted Services	-	-	-	710.00	3,367.25	4,077.25
6300 Supplies and Materials	-	-	-	-	1,208,073.82	1,208,073.82
6400 Other Operating Expenses	-	-	-	-	-	-
6600 Capital Outlay	-	-	-	-	19,042.07	19,042.07
8000-Other Uses	161,394.77	113,991.81	805,690.57	-	-	1,081,077.15
<b>Total Expenditures</b>	<b>\$ 161,394.77</b>	<b>\$ 113,991.81</b>	<b>\$ 805,690.57</b>	<b>\$ 710.00</b>	<b>\$ 1,230,483.14</b>	<b>\$ 2,312,270.29</b>
<b>Excess of Revenues and Other Resources</b>						
<b>Over (Under) Expenditures and Other Uses</b>	<b>\$ (161,279.89)</b>	<b>\$ (113,926.16)</b>	<b>\$ (805,035.08)</b>	<b>\$ (121.30)</b>	<b>\$ (1,211,892.28)</b>	<b>\$ (2,292,254.71)</b>
<b>Fund Balance July 1, 2020 - <i>(Audited)</i></b>	<b>\$ 214,180.23</b>	<b>\$ 113,965.94</b>	<b>\$ 1,005,419.92</b>	<b>\$ 445,351.46</b>	<b>\$ 19,126,248.96</b>	<b>\$ 20,905,166.51</b>
<b>Fund Balance Ending - Monthly Reporting Period</b>	<b>\$ 52,900.34</b>	<b>\$ 39.78</b>	<b>\$ 200,384.84</b>	<b>\$ 445,230.16</b>	<b>\$ 17,914,356.68</b>	<b>\$ 18,612,911.80</b>

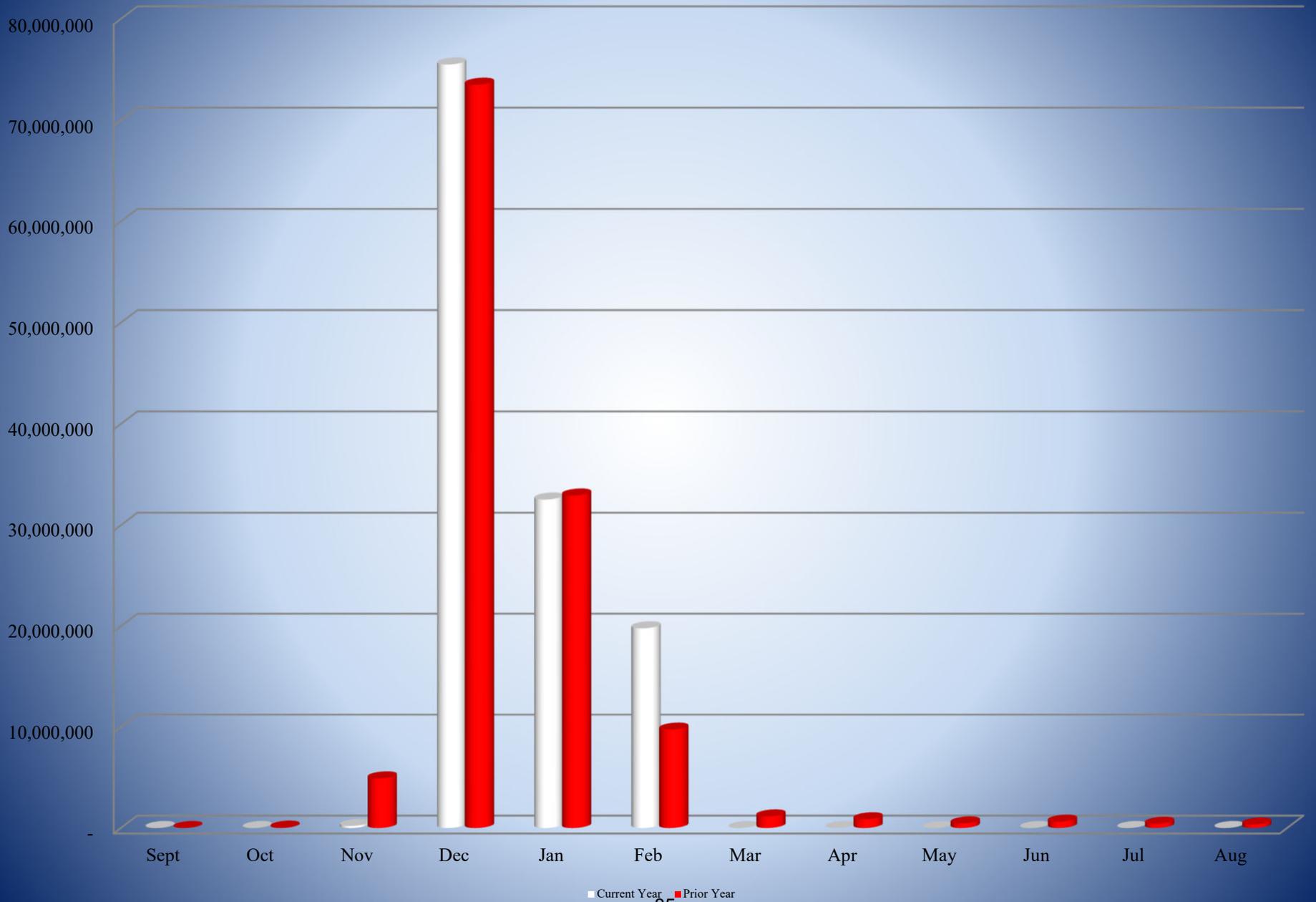
**Hays Consolidated Independent School District**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance - Special Revenue Funds (Grants)**  
**for the Month Ending February 28, 2021**  
**(Un-Audited)**

	<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>
<b>Revenues:</b>					
Local	\$ -	\$ -	\$ 23,564.21	\$ 23,564.21	NA
State	-	-	2,421,388.71	2,421,388.71	NA
Federal	6,415,479	6,415,479	3,597,326.02	(2,818,152.98)	56.07%
<b>Total Revenues</b>	<b>\$ 6,415,479</b>	<b>\$ 6,415,479</b>	<b>\$ 6,042,278.94</b>	<b>\$ (373,200.06)</b>	<b>94.18%</b>
<b>Expenditures:</b>					
6100 Payroll	5,274,410	5,274,410	4,187,295.10	1,087,114.90	79.39%
6200 Professional and Contracted Services	464,200	464,200	358,936.18	105,263.82	77.32%
6300 Supplies and Materials	639,537	639,537	1,385,165.74	(745,628.74)	216.59%
6400 Other Operating Expenses	37,332	37,332	37,357.42	(25.42)	100.07%
6600 Capital Outlay	-	-	73,524.50	(73,524.50)	NA
<b>Total Expenditures</b>	<b>\$ 6,415,479</b>	<b>\$ 6,415,479</b>	<b>\$ 6,042,278.94</b>	<b>\$ 373,200.06</b>	<b>94.18%</b>
<b>Excess of Revenues</b>					
<b>Over (Under) Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		
<b>Fund Balance July 1, 2020 - <i>(Un-Audited)</i></b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>Fund Balance Ending - Monthly Reporting Period</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	

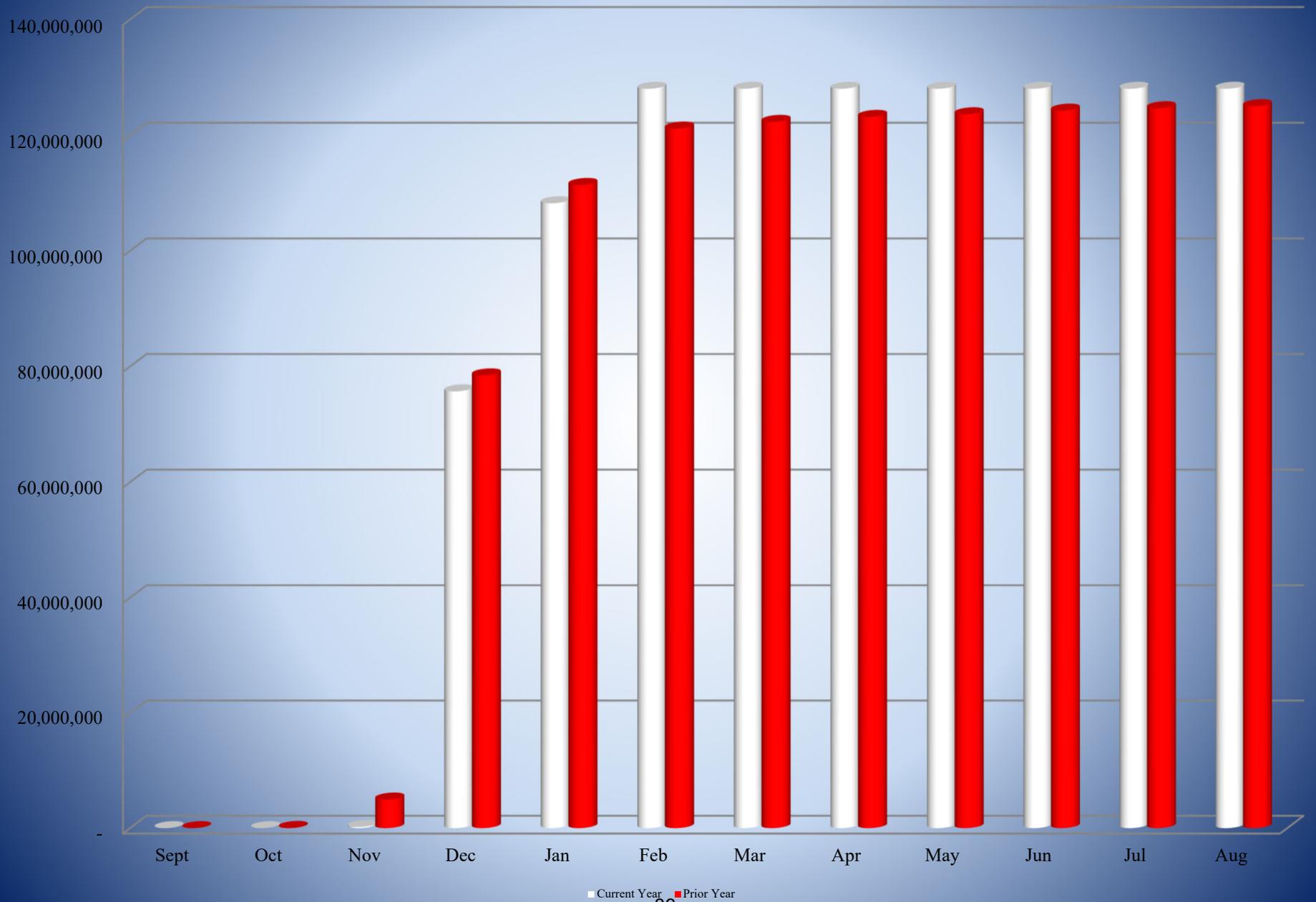
**Hays Consolidated Independent School District**  
**Monthly Tax Collection Report**  
**for the Month Ending February 28, 2021**

	<b>Prior Year 2019 - 2020</b>				<b>Current Year 2020 - 2021</b>			
	<u>General Fund</u>	<u>Debt Service Fund</u>	<u>Total</u>	<u>% of Levy</u>	<u>General Fund</u>	<u>Debt Service Fund</u>	<u>Total</u>	<u>% of Levy</u>
<b><u>Current Month Tax Collections:</u></b>								
5711 Taxes-Current Year Tax Levy	\$ 6,448,448.83	\$ 3,304,236.85	\$ 9,752,685.68	7.77%	\$ 12,779,342.44	\$ 7,013,127.13	\$ 19,792,469.57	14.74%
5712 Taxes-Delinquent Collections	\$ 69,364.34	\$ 33,101.19	\$ 102,465.53		\$ 93,097.30	\$ 45,732.38	\$ 138,829.68	
5719 Penalties and Interest	\$ 75,195.46	\$ 37,882.12	\$ 113,077.58		\$ 56,480.09	\$ 29,934.90	\$ 86,414.99	
<b>Total Current Month Collections</b>	<b>\$ 6,593,008.63</b>	<b>\$ 3,375,220.16</b>	<b>\$ 9,968,228.79</b>		<b>\$ 12,928,919.83</b>	<b>\$ 7,088,794.41</b>	<b>\$ 20,017,714.24</b>	
<b><u>Fiscal Year to Date Collections:</u></b>								
5711 Taxes-Current Year Tax Levy	\$ 80,071,655.93	\$ 41,069,534.19	\$ 121,141,190.12	96.53%	\$ 82,638,582.24	\$ 45,383,412.88	\$ 128,021,995.12	95.37%
5712 Taxes-Delinquent Collections	\$ 288,479.34	\$ 137,233.03	\$ 425,712.37		\$ 645,080.94	\$ 316,052.02	\$ 961,132.96	
5719 Penalties and Interest	\$ 147,246.27	\$ 72,101.64	\$ 219,347.91		\$ 187,629.70	\$ 93,150.87	\$ 280,780.57	
<b>Total Revenue Collected</b>	<b>\$ 80,507,381.54</b>	<b>\$ 41,278,868.86</b>	<b>\$ 121,786,250.40</b>		<b>83,471,292.88</b>	<b>45,792,615.77</b>	<b>129,263,908.65</b>	
<b>Total Budgeted Tax Revenue (Current, Delinquent, Penalty &amp; Interest)</b>	<b>\$ 82,048,026.00</b>	<b>\$ 41,354,502.00</b>	<b>\$ 123,402,528.00</b>		<b>\$ 86,187,397.00</b>	<b>\$ 43,715,670.00</b>	<b>\$ 129,903,067.00</b>	
<b>Percentage of Budget Collected</b>	<b>98.12%</b>	<b>99.82%</b>	<b>98.69%</b>		<b>96.85%</b>	<b>104.75%</b>	<b>99.51%</b>	

# Month to Date Tax Collections Current Levy



# Year to Date Tax Collections Current Levy



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

**Date:** March 29, 2021

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

- Board members will attempt to have all questions regarding agenda items submitted to the Superintendent by 5:00 p.m. on Friday prior to the Board Agenda Workshop Meeting. The Superintendent and his Cabinet will make every attempt to communicate the answers to the questions to Board Members prior to the Monday meeting with a copy of the questions and answers included in the dais folders.
- ▶ Open and Closed Session Format
    - Every Board Meeting will begin at the designated posted time and reconvene at the posted time.
    - Closed Session items for which there is a corresponding action item to be considered during the Open Session of the meeting will be scheduled prior to the beginning of the Open Session. The Board President and Superintendent shall, to the extent possible, allocate sufficient time to complete Closed Session discussion prior to the beginning of the Open Session.
    - If more Closed Session discussion is needed, the Presiding Officer shall announce that it is necessary for the Board to reconvene in Closed Session.
    - The Presiding Officer shall state publicly that any action, if taken, will be conducted in Open Session following the Public Comment portion of the meeting; or, if appropriate, that no action will then be taken.
- ▶ Consent Agenda
    - The consent agenda includes items of routine and/or recurring nature, grouped together under one action item.
    - The consent agenda shall be limited to:
      - > Routine Personnel
      - > Minutes
      - > Finance Report
      - > Budget Amendments
      - > Routine Contracts/Agreements
      - > Routine Procurements
      - > Acceptance of Gifts
      - > Acceptance of Grants
      - > Other items agreed to by the Board
    - Background material for each consent agenda item shall be furnished to the Board in the meeting's supporting documents.
    - All consent agenda items shall be acted upon by one vote without separate discussion.
    - A Board Member may request that an item be withdrawn for individual consideration.
- ▶ Meeting Dates
    - The Superintendent will develop a Board calendar that will include regular and workshop meeting dates of the Board of Trustees.
    - Generally, unless otherwise scheduled by a consensus of the Board, regular Board Business Meetings will be held on the fourth Monday of every month except July. An agenda review session in the form of a workshop may be held the week

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

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

## **Conducting Board Meetings**

### **▶ Quorum**

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

### **▶ Closed Sessions**

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

### **▶ Public Participation at Board Meetings**

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

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

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

## **Board Workshops**

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

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

### **Board Committees (Ref Policy BDB)**

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

### **District- and Campus-Level Committees**

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

### **Electing Board Officers (Ref Policy BDAA)**

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

# ANNUAL EVALUATIONS

## Superintendent Evaluation (Ref Policy BJCD, BJCF, BJA)

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

## Board Evaluation/Team Building

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

# INDIVIDUAL BOARD MEMBERS

## Access to Information (Ref Policy BBE)

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

## Communication with Other Board Members

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

## Communication with the Media

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

## **Complaints to Board Members (Ref Policy BBE)**

- ▶ Employees, students, parents or other members of the public who bring concerns or complaints to an individual Board Member for the purpose of seeking remedy or perspective shall receive guidance that reflects:
  - An understanding by each Board Member that information provided to a Board Member, in some specific situations, could cause the Board Member receiving the information to be disqualified from participating in future hearing(s) or action by the Board specific to the issue;
  - Adherence to the Board's policies (DGBA, FNG, FOD and GF) regarding complaints and grievances.
  
- ▶ Board Members may notify the Superintendent's office of any complaint.
  
- ▶ As necessary, the Superintendent or designee shall guide the complainant to the appropriate staff member.
  
- ▶ When the concern or complaint directly pertains to the Board's own actions or policy, for which there is no administrative remedy, the Trustee may request that the issue be placed on the agenda.

## **Visits to Campuses**

- ▶ Board Members are encouraged to attend any and all school events as their time permits, and to show support of school activities.
  
- ▶ Board Members must notify the Superintendent or designee prior to visiting a campus in an official capacity.
  
- ▶ Board Members shall not visit a campus in an attempt to evaluate personnel on a campus.

## **Board Member Training (Ref Policy BBD)**

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