

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, September 19, 2022 beginning at 5:30 PM at the 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.

- A. CALL TO ORDER: Establish a quorum
- B. CLOSED SESSION
 - 1. Deliberation regarding safety and security, including security personnel, systems, infrastructure, and/or devices, pursuant to Tx. Gov't Code Section 551.076
- 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 educate, value, and nurture students through innovative and personalized educational experiences while celebrating our diversity.
- F. SOCIAL CONTRACT
 - The Board will:
 - Serve as District Ambassadors
 - Assume Positive and Noble Intentions
 - Collaborate as a Team and Respect the Body Corporate
 - Promote Discussion and Respect Each Other's Perspectives
 - Be Professional
- G. SUPERINTENDENT REPORT 6
 - Dr. Eric Wright
- H. PUBLIC FORUM 7
 - It is the policy of the Board that, if members of the public wish to address the Board in Public Forum, they must complete and submit the Request to Address the Board of Trustees form (green sheet). This form may be obtained and at the entrance to the Board room and must be submitted to Tim Savoy, Chief Information Officer at the entrance prior to reconvening in open session. Public participation in Board meetings is limited to the Public Forum portion of the meeting agenda, as is provided in Board policy.
 - Please be aware that the audio and video 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.*
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	EHBA(LOCAL): Add Policy - Special Education: Identification, Evaluation and Eligibility	
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September 26, 2022 @ Kunkel Room at Historic Buda Elementary Campus - 5:30 pm	
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May 22, 2023 @ Kunkel Room at Historic Buda Elementary Campus - 5:30 pm	
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June 26, 2023 @ Kunkel Room at Historic Buda Elementary Campus - 5:30 pm	
<i>Official Board of Trustees information may be obtained at www.hayscisd.net</i>	
R. ADJOURN	

This notice was posted in compliance with the Texas Open Meetings act on: Friday, September 16, 2022 at 2:00pm

Exceptions for Closed Meetings

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

Attorney Consultation

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

Real Property

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

Prospective Gift

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

Personnel Matters

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

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

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

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

Personally Identifiable Student Information

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

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

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

Gov't Code 551.0821

Medical or Psychiatric Records

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

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

Gov't Code 551.0785

Security

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

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

Gov't Code 551.076

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

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

Gov't Code 551.089

Assessment Instruments

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

Emergency Management

A board is not required to conduct an open meeting to deliberate information confidential under Government Code 418.175–418.182, Management relating to Homeland Security. However, a board must make a tape recording of the proceedings of a closed meeting held to deliberate the information. *Gov't Code 418.183(f)*

Economic Development Negotiations

A board is not required to conduct an open meeting:

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

Procedures for Closed Meetings

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

Vote or Final Action

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

Certified Agenda or Recording

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

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

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

Preservation

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

Public Access

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

Prohibitions

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

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

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

Affirmative Defense

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

DATE ISSUED: 11/16/2017

UPDATE 109

BEC(LEGAL)-P

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

Date: September 19, 2022

Subject: Superintendent's Report

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 current events in the district.

D. Administrative Recommendation: N/A

HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: September 19, 2022

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 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.

Board Policy DEC (LOCAL) sets the maximum time for any individual presentation as 5 minutes, unless decreased by the Board President prior to the start of public comment. In order to ensure efficiency in all meetings, our standard practice is to afford 3 minutes for speakers covering current agenda items and 2 minutes for speakers covering non-agenda items. Speakers with comments on posted agenda items will be called to speak first. Speakers with comments on items not posted for tonight's agenda will then be called to speak, if time permits.

Please be aware that the audio and video 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: September 26, 2022

Subject: Campus Recognition –Tom Green Elementary School

Administrator Responsible/Position: Jennifer Hanna, Principal and Dr. Michael Watson, Deputy Academic Officer

- A. Purpose of Agenda Item:
☐ Action needed ☒ Information only ☐ Receive input
- B. Authority for This Action:
☐ Local Policy ☐ Law or Rule ☒ N/A
- C. Goal or Need Addressed: The purpose of this agenda item is to recognize one of our campuses.
- D. Summary:
☒ **Background information** –Beginning January 2022, our district would like to recognize a campus each month for their academic achievement, student programs and their parental/community involvement.
- E. Administrative Recommendation:
The administration is not making a recommendation on this item as it is only informational.
- F. Monitoring and Reporting Time Line:
Person responsible for evaluating this decision or action — Dr. Michael Watson, Deputy Academic Officer
- G. Suggested Motion:
No action needed – information only

HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: September 19, 2022

Subject: Goal 1 – Student Achievement

Administrator Responsible/Position: Marivel Sedillo, Deputy Superintendent / Chief Academic Officer
Kevin Malandrucolo, Director of Accountability & Testing

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:

Share information with the Board regarding Goal #1 for Student Achievement.

D. Summary:

☐ Previous board action relating to this item –

☐ Future action anticipated –

☒ Background information – The superintendent and the Board of Trustees discussed and determined the 2022-2023 District Goals. See Goals document.

E. Monitoring and Reporting Timeline:

Person responsible for evaluating this decision or action – Marivel Sedillo, CAO

Evaluation method and timeline –

Next report to the board – Student achievement reports will be shared with the Board of Trustees to monitor student performance and/or programs throughout the academic school year.

F. Suggested Motion

No action required – Information only

HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: September 26, 2022

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 August 4, 2022 Special Meeting – Safety and Security, August 15, 2022 Special Meeting – Team Building and Goal Setting, August 22, 2022 Meeting and August 29, 2022 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 August 4, 2022 Special Meeting – Safety and Security, August 15, 2022 Special Meeting – Team Building and Goal Setting, August 22, 2022 Meeting and August 29, 2022 Meeting, as presented.

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

☐ Budget

☐ Bond

☐ Grant/Special Funds

☐ Other

H. Suggested Motion:

I move that the Hays CISD Board of Trustees approve minutes from the August 4, 2022 Special Meeting – Safety and Security, August 15, 2022 Special Meeting – Team Building and Goal Setting, August 22, 2022 Meeting and August 29, 2022 Meeting, as presented.

Minutes of Special Meeting

August 4, 2022

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 the meeting is accessible at www.hayscisd.net for those who wish to hear the specific details of the discussions on the agenda topics presented.

A Regular Meeting of the Board of Trustees of Hays CISD was held on Thursday, August 4, 2022 beginning at 5:30 PM in the Kunkel Room at the Historic Buda Upper Campus, 300 San Marcos Street, Buda, Texas 78610.

CALL TO ORDER: Establish a quorum

Board President, Vanessa Petrea, called the meeting to order at 5:30 PM. Board Members, Vanessa Petrea, Dr. Esmeralda Perez-Gonzalez, Courtney Runkle, Byron Severance, Raul Vela, Will McManus and Esperanza Orosco were present.

CLOSED SESSION

The Board adjourned to Closed Session at 5:31 PM to consult with legal counsel regarding grievance appeal process under Board Policy DGBA and related subject matters, pursuant to Tx. Gov't Code Section 551.071, to deliberate regarding the Superintendent's recommendations regarding employment, resignations, extended leave, and other personnel matters, pursuant to Tx. Gov't Code Section 551.071.

RECONVENE IN OPEN SESSION

The Board reconvened in open session at 6:25 PM.

SUPERINTENDENT'S REPORT

Superintendent, Dr. Eric Wright provided information regarding enrollment. Enrollment information at the time of the meeting was recorded as 22,654 with the anticipation of reaching 23,000 students this school year, ahead of predictions. Dr. Wright indicated that there is a staffing push to fill the current 32 teacher vacancies with a goal of less than 20 vacancies by the first day of school. Dr. Wright expressed gratitude toward the efforts to recruit. Dr. Wright provided an update regarding recent and upcoming welcome-back events such as New Employee Luncheon and Convocation. Dr. Wright shared his experience working with the Hays Clothes Closet, and expressed gratitude to Trustee Esperanza Orosco for her efforts in that area. Dr. Wright shared the changes in meal deliveries for students for the 2022-2023 school year, and provided details regarding this change. The Superintendent also shared changes to cell phone use during instructional time for the upcoming school year, and provided detail regarding the intricacies of this update. Adjustments to each of above referenced changes are to support safety and security in Hays CISD. Trustees shared their support and concerns regarding these updates.

PUBLIC FORUM

One member of the public addressed the Board during the public forum portion of the meeting. Amanda Hargrave, Hays CISD parent, addressed the Board to share her support of the additional SRO's, requested support for mental health and spoke to the district's cell phone concerns. She shared that she does not support the idea of arming teachers. She also shared how she has experienced good security at Hays CISD and has never found an unlocked doors.

REVIEW SAFETY AND SECURITY PROTOCOLS

Jeri Skrocki, Director of Safety and Security, shared with the Board and community updated information gathered since the June 20, 2022 Board Meeting presentation. This presentation included updates on research being conducted as to providing additional personnel, infrastructure and device in advance of making specific recommendations to the Board during the August 22, 2022 Board Meeting. Mrs. Skrocki also

presented suggested handbook updates that are necessary to keep students and staff safe, including restrictions on food deliveries and enhanced cell phone usage rules. Questions were heard from Trustee Byron Severance, Board Secretary, Esperanza Orosco, Trustee Courtney Runkle, Board Vice President, Raul Vela, Trustee, Dr. Esmeralda Perez-Gonzalez and Board President Vanessa Petrea. Jeri Skrocki provided detailed responses to questions.

The Board took a short break from 8:17 PM to 8:28 PM.

CONSENT AGENDA

PROCUREMENTS

There were no questions regarding the procurements item

Consideration and possible approval of the purchase of student ID card supplies from Secured Mobility, dba SMART tag. Vanessa Petrea, Board President, read the motion that the Hays CISD Board of Trustees approve the purchase of student ID card supplies from Secured Mobility dba Smart Tag, in the amount of \$114,380 as presented. Trustee Courtney Runkle moved and Vice President Raul Vela seconded the motion. The motion carried with a vote of 7-0.

ACTION ITEMS

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

Board President, Vanessa Petrea, read the motion that the Hays CISD Board of Trustees approve the Superintendent's recommendation to contractually employ the Director of Student Health Services, the Director of Student Services and two (2) assistant principals at Lehman High School, and the reclassification of the Director of Safety and Security as presented. Trustee Will McManus moved and Dr. Esmeralda Perez-Gonzalez seconded the motion. The motion passed with a vote of 7-0.

Superintendent, Dr. Eric Wright, announced the hire of Megan Benthall as the Director of Student Health Services, Dr. Brian Dawson as the Director of Student Services, Julie Rosales as Assistant Principal at Lehman High School and Patricia Fuentes as Assistant Principal at Lehman High School. Jeri Skrocki, currently the Director of Safety and Security, will now be classified as the Hays CISD Safety and Security Officer.

Consideration and possible approval of an adjustment to the Academic Professional portion of the 2022-2023 Compensation Plan to accommodate the reclassification of the Director of Safety and Security. Board President, Vanessa Petrea, read the motion that the Hays CISD Board of Trustees approve the Academic Professional portion of the 2022-2023 Compensation Plan to accommodate the reclassification of the Director of Safety and Security to the Chief Safety and Security Officer as presented. Courtney Runkle moved and Raul Vela seconded the motion. The motion passed with a vote of 7-0.

Consideration and possible approval of the addition of three (3) School Resource Officers

The Memorandum of Understanding (MOU) from the Hays County Sheriff's Office is currently in development, and will be presented once finalized. There were no questions from the Board regarding this item. Board President, Vanessa Petrea, read the motion that the Hays CISD Board of Trustees approve to add and subsidize funding (75%) for three (3) School Resource Officers to support our elementary campuses as presented. Esperanza Orosco moved and Raul Vela seconded the motion. The motion passed with a vote of 7-0.

Consideration and possible approval of an additional FTE for the position of Coordinator of Safety and Security

There were no questions from the Board regarding this item. Board President, Vanessa Petrea, read the motion that the Hays CISD Board of Trustees approve the additional FTE for the position of Coordinator of Safety and Security as presented. Esperanza Orosco moved and Byron Severance seconded the motion. The motion carried with a vote of 7-0.

Consideration and possible adoption of a Resolution to provide Paid Sick Leave as it relates to the COVID-19 pandemic

Board President, Vanessa Petrea, read the motion that the Hays CISD Board of Trustees adopt the Board Resolution for the creation of COVID Leave Allotment as presented. Trustee Will McManus moved and Trustee Raul Vela seconded the motion. Board Secretary, Esperanza Orosco requested a summary of the resolution. Dr. Eric Wright, Superintendent, provided details. There was no further discussion regarding this item, and the motion carried with a vote of 7-0.

INFORMATION ITEMS

Update on construction projects

Max Cleaver, Chief Operations Officer, provided a detailed update on District construction projects and replied to questions from the Board. Hays County Commissioner Mark Jones spoke to the Board on behalf of current road projects and estimated completion dates and replied to questions from the Board.

CLOSED SESSION

The Board of Trustees adjourned to Closed Session at 8:49 PM to deliberate regarding safety and security, including personnel, systems, infrastructure, and/or devices, pursuant to Tx. Gov't Code Section 551.076

REQUESTS FOR INFORMATION FROM THE BOARD OF TRUSTEES

There were no requests for information from the Board of Trustees.

RECONVENE IN OPEN SESSION

The Board reconvened in open session at 9:58 PM

REQUESTS FOR INFORMATION FROM THE BOARD

Raul Vela requested information on the RevTrak system and the convenience fee associated with credit card payments, and the process for refund. Mr. Vela also requested information on which circumstance(s) someone can pay with a personal check.

ADJOURN

No further business was conducted and the meeting adjourned at 9:59 PM.

Minutes of Special Meeting – Team Building and Goal Setting August 15, 2022

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 the meeting is accessible at www.hayscisd.net for those who wish to hear the specific details of the discussions on the agenda topics presented.

A Special Meeting of the Board of Trustees of Hays CISD was held on Monday, August 15, 2022 beginning at 9:00 AM in the Kunkel Room at the Historic Buda Upper Campus, 300 San Marcos Street, Buda, Texas 78610.

CALL TO ORDER: Establish a quorum

Board President, Vanessa Petrea, called the meeting to order at 9:03 AM. Board Members, Vanessa Petrea, Dr. Esmeralda Perez-Gonzalez, Courtney Runkle, Byron Severance, Raul Vela, Will McManus and Esperanza Orosco were present.

PUBLIC FORUM

No one from the public was present requesting to address the Board of Trustees as this meeting.

REQUIRED BOARD TRAINING: BBD TEAM BUILDING

Dr. Eric Wright and Mr. Orin Moore of Texas Association of School Boards (TASB) led the Hays CISD Board of Trustees in the state mandated board training in accordance with Board Policy BBD. Discussion ensued regarding the Mission Statement, Vision Statement, Beliefs, Social Contract and Board Operating Procedures.

BOARD AND SUPERINTENDENT VISION AND GOALS

Cabinet members presented to the Board their individual departmental goals and initiatives for the 2022-2023 school year. Administrators answered questions from the Board during their presentations. The 2021-2022 Goals were reviewed and together the group made revisions as necessary to continue to move the district forward. The revised goals will be presented for adoption at a future meeting.

ADJOURN

No further business was conducted and the meeting adjourned at 5:26 PM.

Minutes of Special Meeting

August 22, 2022

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 the meeting is accessible at www.hayscisd.net for those who wish to hear the specific details of the discussions on the agenda topics presented.

A Regular Meeting of the Board of Trustees of Hays CISD was held on Thursday, August 22, 2022 beginning at 5:30 PM in the Kunkel Room at the Historic Buda Upper Campus, 300 San Marcos Street, Buda, Texas 78610.

CALL TO ORDER: Establish a quorum

Board President, Vanessa Petrea, called the meeting to order at 5:30 PM. Board Members, Vanessa Petrea, Dr. Esmeralda Perez-Gonzalez, Courtney Runkle, Raul Vela, Will McManus and Esperanza Orosco were present. Trustee Byron Severance was not in attendance.

CLOSED SESSION

The Board adjourned to Closed Session at 5:30 PM to deliberate regarding the Superintendent's recommendations regarding employment, resignations, extended leave, and other personnel matters, pursuant to Tx. Gov't Code 551.071.

RECONVENE IN OPEN SESSION

The Board reconvened in open session at 6:03 PM.

PLEDGE OF ALLEGIANCE

Board Secretary Esperanza Orosco lead the Board in the Pledge of Allegiance to the US and Texas flags.

MISSION STATEMENT

Board Vice President Raul Vela read the Hays CISD Board of Trustees Mission Statement.

SOCIAL CONTRACT

Trustee Will McManus read the Hays CISD Board of Trustees Social Contract

SUPERINTENDENT'S REPORT

Superintendent, Dr. Eric Wright provided information regarding enrollment. Enrollment information at the time of the meeting was recorded as 21,843 students. If all currently queued students complete enrollment, our count would be 22,336. Dr. Wright spoke to congratulate Barton Middle School on their 7 out of 7 distinctions on their 2021-2022 STAAR Test results. A future celebration is planned. Varsity football begins this week at Bob Shelton Stadium with Thursday night's game between Hays High School and Akins High School and Friday night's game between Johnson High School and San Antonio Clark High School. Dr. Wright reviewed the changes to the cell phone use guidelines to ensure that for concerns of safety and security, students will receive any confiscated devices at end of the instructional day regardless of an outstanding fee. Dr. Wright shared a document to compare Hays CISD STAAR/EOC scores with other districts in Education Service Center Region XIII. Board Secretary Esperanza Orosco referenced traffic impacted at Hays High School last week as the result of a 4:30pm scrimmage at Shelton Stadium, asking what will be done with this type of event in the future. Dr. Wright provided a response. Ms. Orosco shared information regarding two upcoming football games in Hays CISD as fundraising "Peanut Butter Bowl" events. Board President Vanessa Petrea shared her support of the "Peanut Butter Bowl" events. Mrs. Petrea also shared her support and gratitude to the flexibility with the changes in the cell phone use guidelines. Please watch for changes to policy FNCE(LOCAL) coming in September as a first reading.

PUBLIC FORUM

One member of the public addressed the Board during the public forum portion of the meeting. Shelly O'Donnell, retired teacher, spoke to inform the Board and Community regarding the Teacher ReUse program. School and teacher classroom supplies are available for pick-up at the "voting portable" located at Hays CISD Central Administration. Ms. O'Donnell shared statistics regarding use of this program.

STUDENT ACHIEVEMENT REPORT

Marivel Sedillo, Deputy Superintendent / Chief Academic Officer expressed gratitude for the Board's support in educating children. Ms. Sedillo introduced her team, Dr. Michael Watson, Deputy Academic Officer and Kevin Malandrucolo, Director of Assessment and Accountability. Ms. Sedillo introduced paper documents provided at the dais, explaining that they would be provided to the Board digitally the following day. Kevin Malandrucolo presented information regarding STAAR/EOC scores from the 2021-2022 school year, and responded to questions from the Board of Trustees following the presentation. Dr. Michael Watson presented information on the SchoolLinks College and Career Readiness platform and responded to questions from the Board of Trustees following the presentation.

ACTION ITEMS

Consideration and possible approval to amend the interlocal agreement with Hays/Caldwell ESD #1 to provide additional time for the construction of a fire station.

Max Cleaver, Chief Operations Officer, and Chief Ken Bailey of the Travis County Fire Rescue to provided details and responded to questions from the Board regarding this topic.

Consideration and possible approval of the 50% construction documents (CD) for the 2022 Bond Project, Elementary School 16.

Max Cleaver and representatives from Huckabee Architects presented design development plans to and responded to questions from the Board of Trustees.

Consideration and possible approval of the design development (DD) for the 2021 Bond improvements to Wallace Middle School

Max Cleaver and representatives from O'Connell Robertson Architects presented design development plans to the Board of Trustees and responded to questions after the presentation.

Consideration and possible approval of the schematic development (SD) for the 2022 Bond Project Academic Support Center

Max Cleaver and representatives from O'Connell Robertson Architects presented schematic design plans to the Board of Trustees, and responded to questions from the Board after the presentation.

Consideration and possible approval of the Student Health Advisory Committee (SHAC) members

Justin McCorkle, former Director of Student Health Services and current Nurse RN at Buda Elementary School presented information to the Board of Trustees and responded to questions from the Board after the presentation.

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

Vanessa Petrea read the suggested motion that the Hays CISD Board of Trustees approve the Superintendent's recommendation to contractually employ the Assistant Principal at Tobias Elementary School, as presented. Esperanza Orosco moved and Raul Vela seconded the motion. The motion passed with a vote of 6-0. Dr. Eric Wright congratulated Melissa English as the new Assistant Principal at Tobias Elementary School.

Consideration and possible approval of the design development (DD) for the 2021 Bond improvements at Live Oak Academy.

Max Cleaver and representatives from O'Connell Robertson Architects presented design development plans to the Board of Trustees, and responded to questions from the Board after the presentation.

Consideration and possible approval of the Guaranteed Maximum Price (GMP) from Bartlett Cocke for the 2021 Bond improvements to Chapa Middle School and Simon Middle School
Max Cleaver and representatives from O'Connell Robertson Architects presented plans to the Board of Trustees, and responded to questions from the Board after the presentation.

Consideration and possible approval of demographic services
Max Cleaver presented information regarding this topic and responded to questions from the Board of Trustees after the presentation.

Consideration and possible approval of charging the FBOC with developing a future bond recommendation
Max Cleaver presented information regarding this topic and responded to questions from the Board of Trustees after the presentation.

CONSENT AGENDA

PROCUREMENTS

There were no questions regarding the procurements item

Consideration and possible approval of the interlocal agreement between Hays CISD and Hays County provide school resource officers (SRO) to Hays CISD
Jeri Skrocki presented information regarding this topic. There were no questions from the Board of Trustees regarding this agenda item.

Consideration and possible approval of proposed defeasance and redemption of a portion of outstanding bonds
Randy Rau, Chief Financial Officer, presented information and details regarding this topic. Mr. Rau stated that by the early pay-off of this item, no refinancing is needed. The pay-off of \$17.8 million will result in a savings of \$22 million in interest payments.

Consideration and possible acceptance of the Certified Tax Values for Hays, Caldwell, and Travis Counties
Randy Rau presented information and details regarding this topic including details about benefits to the taxpayers. Mr. Rau received feedback from the Board of Trustees.

Consideration and possible adoption of the 2022-2023 Tax Rate
Randy Rau presented information and details regarding this topic including the nearly \$.20 cent tax decrease over the past four years. Mr. Rau received feedback from the Board of Trustees.

Consideration and possible approval of the Kempton Group Termination Services Proposal for the 2022-2023 school year
Dr. Fernando Medina was available to present information regarding this agenda topic. There were no questions from the Board of Trustees.

Consideration and possible adoption of the Student Code of Conduct for the 2022-2023 school year
Dr. Brian Dawson, Director of Student Services, and Jesus Gomez, Deputy Academic Officer, spoke on this agenda topic. There were no systematic changes to this document as there was not a legislative update this year. Changes made were grammatical in nature only. Dr. Dawson responded to questions from the Board of Trustees.

Consideration and possible approval of the Social Contract for the Hays CISD Board of Trustees
Board President Vanessa Petrea introduced this item for review and discussion by the Board of Trustees.

Consideration and possible approval of the Vision Statement for the Hays CISD Board of Trustees
Vanessa Petrea introduced this item for review and discussion by the Board of Trustees.

Consideration and possible approval of the Mission Statement for the Hays CISD Board of Trustees
Vanessa Petrea introduced this item for review and discussion by the Board of Trustees.

Consideration and possible approval of the Beliefs of the Hays CISD Board of Trustees
Vanessa Petrea introduced this item for review and discussion by the Board of Trustees.

Consideration and possible approval of the Board Operating Procedures of the Hays CISD Board of Trustees
Vanessa Petrea introduced this item for review and discussion by the Board of Trustees.

INFORMATION ITEMS

2022-2023 Appraisal Calendar and Timeline

The Board of Trustees reviewed documents provided by Dr. Fernando Medina in their dais folders regarding this agenda topic. Dr. Eric Wright provided more background information regarding multi-year contracts and how they relate to this appraisal calendar.

Purchasing Coop Fees

There were no questions regarding this agenda item.

Financial Statements

There were no questions regarding this agenda item.

Update on construction projects

Max Cleaver presented information regarding construction and renovation projects, responded to questions and received feedback from the Board of Trustees.

First Reading – Policy Revision Recommendations to FL(LOCAL)

Tim Savoy, Chief Communications Officer, was available to provide detail and receive feedback from the Board of Trustees on this agenda item. Dr. Eric Wright confirmed to Esperanza Orosco that the Teacher Organizational Representatives have reviewed this item.

First Reading – TASB Policy Update 119 Affecting Local Policies

There were no questions or feedback from the Board of Trustees regarding this agenda item.

REQUESTS FOR INFORMATION FROM THE BOARD OF TRUSTEES

There were no requests for information from the Board of Trustees.

RECAP OF QUESTIONS

Board Secretary Esperanza Orosco read a list of questions logged during the meeting.

ADJOURN

No further business was conducted and the meeting adjourned at 9:45 PM.

Minutes of Regular Meeting August 29, 2022

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 the meeting is accessible at www.hayscisd.net for those who wish to hear the specific details of the discussions on the agenda topics presented.

A Regular Meeting of the Board of Trustees of Hays CISD was held on Thursday, August 29, 2022 beginning at 5:30 PM in the Kunkel Room at the Historic Buda Upper Campus, 300 San Marcos Street, Buda, Texas 78610.

CALL TO ORDER: Establish a quorum

Board President, Vanessa Petrea, called the meeting to order at 5:31 PM. Board Members, Vanessa Petrea, Dr. Esmeralda Perez-Gonzalez, Courtney Runkle, Raul Vela, Will McManus, Byron Severance and Esperanza Orosco were present.

CLOSED SESSION

The Board adjourned to Closed Session at 5:31 PM to deliberate regarding safety and security, including security personnel, systems, infrastructure, and/or devices, pursuant to Tx. Gov't Code Section 551.076.

RECONVENE IN OPEN SESSION

The Board reconvened in open session at 6:42 PM.

PLEDGE OF ALLEGIANCE

Board Secretary Esperanza Orosco lead the Board in the Pledge of Allegiance to the US and Texas flags.

MISSION STATEMENT

Board Vice President Raul Vela read the Hays CISD Board of Trustees Mission Statement.

SOCIAL CONTRACT

Esperanza Orosco read the Hays CISD Board of Trustees Social Contract

SUPERINTENDENT'S REPORT

Superintendent, Dr. Eric Wright provided information regarding enrollment. Enrollment information at the time of the meeting was recorded as 22,100, up 1,000 students from this time last year. The District anticipates another 300 additional students reporting for attendance after the Labor Day Holiday. Dr. Wright shared information regarding teacher vacancies; ten total as of the time of the meeting. Dr. Wright shared information regarding efforts to increase awareness of the fentanyl crisis by encouraging conversations. Dr. Wright announced that the District will be sharing a series of videos with all secondary students. Esperanza Orosco asked for an update on vacancies of Crossing Guard positions around the district. Dr. Wright will work with our HR team to provide this information to the Board.

PUBLIC FORUM

One member of the public addressed the Board during the public forum portion of the meeting. Jessica Bedwell, district parent and Facilities Bond Oversight Committee (FBOC) Chair spoke regarding the possibility of requesting annual "smaller" bond packages rather than larger less frequent packages to ease the burden of the FBOC. Mrs. Bedwell requested additional support and direction from Administration and the Board regarding wants and needs for bonds. Mrs. Bedwell spoke in support of a position for "Bond Planning" to work as a liaison between Administration and FBOC and to aide in Bond Marketing. Mrs. Bedwell shared concerns regarding annual reporting from the demographer up for approval tonight rather than quarterly reporting received from our current demographer.

STUDENT ACHIEVEMENT REPORT

Information was presented at the August 22, 2022 board meeting. There were no additional questions regarding this item.

CONSENT AGENDA

Board Vice President Raul Vela moved and Trustee Courtney Runkle seconded the motion that the Board of Trustees approve consent agenda items, as presented, with the exception of Item J4, TASB Risk Management Fund for property, school liability, automobile and workers' compensation insurance coverages. The following items were included for approval by this action.

Meeting minutes from June 2, 2022 Budget Workshop, June 6, 2022 Budget Workshop, June 20, 2022 Regular Meeting, June 27, 2022 Regular Meeting, June 28, 2022 Special Meeting and June 28, 2022 Special Meeting – Superintendent Evaluation and the July 19, 2022 Special Meeting.

Procurements of Pathway Audio and Visual Equipment & Technical Contracted Services, Technology Equipment from CDW Government

Adoption of the resolution to recognize 4-H Organization of Hays County as Hays CISD extracurricular activity and to name Kate Blankenship and Aaron McCoy as adjunct faculty members in order to supervise student activities.

Approval of the memorandum of understanding for the Teacher Fellows Program between Texas State University and Hays CISD

Approval of teacher appraisers and any future certified administrators for the 2022-2023 school year

Approval of the 2022-2023 Hays CISD School Health Advisory Council (SHAC) appointments for membership

Approval of the Hays CISD investment officers

Board President Vanessa Petrea read the suggested motion that Hays CISD Board of Trustees approve the property, school liability, automobile and workers' compensation insurance coverages from the Texas Association of School Boards (TASB) Risk Management Fund in the amount of \$1,649,838, as presented. Will McManus moved and Raul Vela seconded the motion. Esperanza Orosco abstained from vote as an employee of TASB. The motion passed with a vote of 6-0, 1.

ACTION ITEMS

Vanessa Petrea read the suggested motion that the Hays CISD Board of Trustees approve the interlocal agreement between Hays County and Hays CISD to provide three additional full-time school resource officers (SRO) to Hays CISD, as presented. Esperanza Orosco moved and Raul Vela seconded the motion. The motion passed with a vote of 7-0.

Vanessa Petrea read the suggested motion that the Hays CISD Board of Trustees adopt the order authorizing the redemption of Bonds, as presented. Esperanza Orosco moved and Will McManus seconded the motion. The motion passed with a vote of 7-0.

Vanessa Petrea read the suggested motion that the Hays CISD Board of Trustees accept the certified property values, as presented. Esperanza Orosco moved and Byron Severance seconded the motion. The motion passed with a vote of 7-0.

Vanessa Petrea read the suggested motion that the Hays CISD Board of trustees adopt the 2022-2023 tax rate, as presented. Esperanza Orosco moved and Raul Vela seconded the motion. The motion passed with a vote of 7-0.

Vanessa Petrea read the suggested motion that the Hays CISD Board of Trustees approve the Kempton Group Termination Services Proposal for the current 2022-2023 school year, as presented. Will McManus moved and Raul Vela seconded the motion. The motion passed with a vote of 7-0.

Vanessa Petrea read the suggested motion that the Hays CISD Board of Trustees adopt the 2022-2023 Student Code of Conduct, as presented. Will McManus moved and Raul Vela seconded the motion. The motion passed with a vote of 7-0.

Vanessa Petrea read the suggested motion that the Hays CISD Board of Trustees approve the revised Social Contract for the Hays CISD Board of Trustees for the 2022-2023 school year, as presented. Esperanza Orosco moved and Raul Vela seconded the motion. The motion carried with a vote of 7-0.

Vanessa Petrea read the suggested motion that the Hays CISD Board of Trustees adopt the revised Vision Statement, as presented. Raul Vela moved and Esperanza Orosco seconded the motion. The motion passed with a vote of 7-0.

Vanessa Petrea read the suggested motion that the Hays CISD Board of Trustees adopt the revised Mission Statement, as presented. Esperanza Orosco moved and Raul Vela seconded the motion. The motion passed with a vote of 7-0.

Vanessa Petrea read the suggested motion that the Hays CISD Board of Trustees adopt the revised Beliefs, as presented. Esperanza Orosco moved and Byron Severance seconded the motion. The motion passed with a vote of 7-0.

The Board reviewed and discussed the updated Board Operating Procedures. Vanessa Petrea read the suggested motion that the Hays CISD Board of Trustees adopt the Board Operating Procedures, as presented. Esperanza Orosco moved and Raul Vela seconded the motion. The motion passed with a vote of 7-0. Dr. Eric Wright congratulated the team on their hard work on this document.

There were no additional questions regarding the Travis County Fire and Rescue Station #1109. Vanessa Petrea read the suggested motion that the Hays CISD Board of Trustees amend the interlocal agreement with Hays/Caldwell ESD #1 to provide additional time for the construction of a fire station and to identify the fire station tract, and authorize the Board President and Superintendent to execute necessary documents to complete the transaction, as presented. Will McManus moved and Dr. Esmeralda Perez-Gonzalez seconded the motion. The motion passed with a vote of 7-0.

The Board posed several questions regarding the agenda item for Demographic Services. Max Cleaver responded with detailed feedback. Vanessa Petrea read the suggested motion that the Hays CISD Board of Trustees approve Population and Survey Analysts (PASA) to provide Demographic Services not to exceed \$90,000, as presented. Will McManus moved and Raul Vela seconded the motion. The motion passed with a vote of 7-0.

The Board posed several questions regarding the agenda item to Charge the FBOC with Developing a Future Bond Recommendation. Max Cleaver responded to provide detailed feedback. Also present for providing feedback to questions/concerns were Patty Moreno, Director of Fine Arts, and Lance Moffett, Director of Athletics. Vanessa Petrea read the suggested motion that the Hays CISD Board of Trustees charge the Facilities and Bond Oversight Committee (FBOC), in accordance with policy CCA(LOCAL) and the committee charter, with developing recommendations to present to the Board regarding the need for a future bond election, as presented. Courtney Runkle moved and Byron Severance seconded the motion. The motion passed with a vote of 7-0.

Vanessa Petrea called for a short break. Trustees returned to the dais to conduct further business at 8:45PM.

The Board posed questions regarding the agenda item of 2022 Bond Project – Elementary School #16, 50% Construction Documents. Max Cleaver responded with detailed feedback. Vanessa Petrea read the suggested motion that the Hays CISD Board of Trustees approve the 50% construction documents (CD) for the 2022 Bond Project Elementary School No. 16, designed by Huckabee Architects, as presented. Byron Severance moved and Will McManus seconded the motion. The motion passed with a vote of 7-0.

Byron Severance requested information regarding a previous request for additional classrooms at Wallace Middle School in reference to the agenda item of 202 Bond Project – Bid Package 11 Wallace Middle School Renovations Design Development. Max Cleaver provided a detailed response. Vanessa Petrea read the suggested motion that the Hays CISD Board of Trustees approve the design development for the 2021 Bond improvements to Wallace Middle School, designed by O'Connell Robertson architects, as presented. Will McManus moved and Byron Severance seconded the motion. The motion passed with a vote of 7-0.

The Board requested information regarding agenda item 2022 Bond Project – Academic Support Center Schematic Design (SD). Topics of conversation included restrooms, break areas, SPED testing area(s), building capacity, cubby/locker space, board room, C&I Space, HR Space, future growth, parking, technology and the use of current buildings. Max Cleaver responded with detailed feedback. Vanessa Petrea read the suggested motion that the Hays CISD Board of Trustees approve the schematic design (SD) for the 2022 Bond Project Academic Support Center, designed by O'Connell Robertson Architects, as presented. Will McManus moved and Courtney Runkle seconded the motion. The motion passed with a vote of 7-0.

Byron Severance posed questions regarding the agenda item of 2021 Bond Project – Bid Package 10 Live Oak Academy Renovations Design Development. Max Cleaver provided information in response. Vanessa Petrea read the suggested motion that the Hays CISD Board of Trustees approve the design development (DD) for the 2021 Bond improvements at Live Oak Academy, designed by O'Connell Robertson Architects, as presented. Courtney Runkle moved and Dr. Esmeralda Perez-Gonzalez seconded the motion. The motion passed with a vote of 7-0.

The Board and Max Cleaver participated in a short discussion regarding agenda item 2021 Bond Project – Bid Package 9 Chapa Middle School and Simon Middle School GMP. Vanessa Petrea read the suggested motion that the Hays CISD Board of Trustees approve the Guaranteed Maximum Price (GMP) from Bartlett Cocke for the 2021 Bond improvements to Chapa Middle School and Simon Middle School, designed by O'Connell Robertson Architects, in the amount of \$9,255,472, as presented. Courtney Runkle moved and Dr. Esmeralda Perez-Gonzalez seconded the motion. The motion passed with a vote of 7-0.

INFORMATION ITEMS

Dr. Eric Wright spoke to the changes to the supporting document for the agenda item of 2022-2023 Appraisal Calendar and Timeline. There were no additional questions regarding this item.

There were no questions regarding the agenda item of Purchasing Coop Fees

There were no questions regarding the agenda item of Financial Statements

Byron Severance requested feedback regarding the resolution of McCormick Middle School HVAC problems. Max Cleaver stated that he would gather information for a response. Vanessa Petrea provided information regarding the storage containers near the band lot at Johnson High School. There were no further questions regarding the agenda item of update on bond, construction, and renovation projects in the district.

Esperanza Orosco requested confirmation of feedback from Teacher Organizational Representatives regarding the agenda item of First Reading – Policy Revision Recommendations to FL(LOCAL). Dr. Eric Wright confirmed that the Teacher Org Reps have no concerns regarding this update. There were no additional questions regarding this item.

Esperanza Orosco requested confirmation and feedback from Teacher Organizational Representatives regarding the agenda item of First Reading – TASB Policy Update 119 Affecting Local Policies. Dr. Eric

Wright confirmed that the Teacher Org Reps have no concerns regarding this update. There were no additional questions regarding this item.

REQUESTS FOR INFORMATION FROM THE BOARD OF TRUSTEES

Will McManus requested the capacity of all fine arts facilities at Hays CISD secondary campuses as well as the PAC. Raul Vela requested the seating capacity of all Hays CISD softball and baseball stadiums.

RECAP OF QUESTIONS

Board Secretary Esperanza Orosco read a list of questions logged during the meeting.

ADJOURN

Vanessa Petrea stated that the next meeting is scheduled for Monday, September 19, 2022. No further business was conducted and the meeting adjourned at 9:45 PM.

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

Date: September 26, 2022

Subject: Budget Amendments

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. Summary:

☒ Previous board action relating to this item - Monthly

☒ Background information – The 2022-2023 budget has been approved by the Board of Trustees. Amendments to the budget must also be approved by the Board.

D. Comments Received:

☒ Cabinet

☐ DLT

☐ FBOC

☐ Teacher Org. Reps.

☐ Other

E. Administrative Recommendation:

There is no board action necessary. The monthly financial statements are presented as an information item.

F. Fiscal Impact and Cost: Amount:

☒ Budget (See attached detail)

☐ Bond

☐ Grant/Special Funds

☐ Other

G. Suggested Motion:

I move that the Hays CISD Board of Trustees approve the budget amendment, as presented.

BUDGET AMENDMENT 1 – September 26, 2022

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	\$ (600)
12 - Instructional Resources and Media Services	\$ 0
13 - Instructional Staff Development	\$ 600
21 - Instructional Administration	\$ 0
23 - Campus Administration	\$ 0
31 - Guidance and Counseling Services	\$ 0
32 - Social Work Services	\$ 0
33 - Health Services	\$ 0
34 - Transportation	\$ 0
36 - Co curricular / Extracurricular	\$ 0
41 - General Administration	\$ 0
51 - Maintenance	\$ 0
52 - Security	\$ 0
53 - Data Services	\$ 0
61 - Community Services	\$ 0
71 - Debt Service	\$ 0
81 - Facilities Acquisition & Construction	\$ 0
91 - Chapter 41 Payments	\$ 0
93 - Payments to Fiscal Agents	\$ 0
95 - Payments to JJAEP	\$ 0
99 - Other Intergovernmental Charges	\$ 0
Total Net Transfers	\$ \$0

REQUESTS for Re-APPROPRIATIONS:**General Operating Fund:**

No new appropriations to account for.

General Operating Fund Re-Appropriations Summary			
Description	Official Budget	Increase/ (Decrease)	Amended Budget
<u>Revenues:</u>			
	\$ 0	\$ 0	\$ 0
	\$ 0	\$ 0	\$ 0
	\$ 0	\$ 0	\$ 0
Total	\$ 0	\$ 0	\$ 0
<u>Expenditures:</u>			
	\$ 0	\$ 0	\$ 0
	\$ 0	\$ 0	\$ 0
	\$ 0	\$ 0	\$ 0
	\$ 0	\$ 0	\$ 0
	\$ 0	\$ 0	\$ 0
	\$ 0	\$ 0	\$ 0
	\$ 0	\$ 0	\$ 0
Total	\$ 0	\$ 0	\$ 0
Total Net Appropriations (Revenues minus Expenditures)		\$ 0	

ACTION REQUIRED

Board Approval

SUPPORT INFORMATION

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

Hays Consolidated Independent School District
Budget Amendment 1 Support Information
for the Fiscal Year Ending June 30, 2023

Budget Amendment #1 Support:

<u>Account</u>	<u>Function</u>	<u>Location</u>	<u>Amount</u>	<u>User ID</u>	<u>Status</u>	<u>Original</u> <u>Period</u>	<u>New</u> <u>Period</u>	<u>JE #</u>	<u>New</u> <u>JE #</u>	<u>Reason</u>
182-11-6399-55-043-11-1-0	11	043	\$ (600.00)	tmendez	Pending	2		455		Excess funds available for move
182-13-6411-55-043-99-1-0	13	043	\$ 600.00	tmendez	Pending	2		455		Excess funds available for move

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

Date: September 26, 2022

Subject: Consideration and possible approval of Procurements

Administrator Responsible/Position: Cabinet Members

Purpose of Agenda Item:

☒ Action needed

☐ Information only

☐ Receive input

Authority for This Action:

☒ Local Policy - BE

☐ Law or Rule

☐ N/A

Goal or Need Addressed:

Procurement of necessary items for the district.

Summary:

☒ Previous board action relating to this item - Ongoing

☒ Future action anticipated - Monthly

☒ Background information – The following procurements will be presented for approval

a. Software programs, renewal of support licenses and misc. Tech equipment – SHI

b. Web Hosting Services – Blackboard

Comments Received:

☒ Cabinet ☐ DLT ☐ FBOC ☐ Teacher Org. Reps. ☐ Other

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

Administrative Recommendation:

The Administration recommends approval of the listed procurement items.

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

Suggested Motion:

I move that the Hays CISD Board of Trustees approve the procurement items, as presented.

HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: September 26, 2022

Procurement: Consideration and possible approval of the purchase of Software, Support Licenses & Equipment – Software House International (SHI)

Administrator Responsible/Position: Dianne Borreson, Chief Technology Officer

A. Purpose of Agenda Item:

☒ Action needed

☐ Information only

☐ Receive input

B. Authority for This Action:

☒ Local Policy

☐ Law or Rule

☐ N/A

C. Goal or Need Addressed:

The purpose of this agenda item is to authorize the potential procurement of various software programs, renew support licenses for existing applications and purchase of miscellaneous equipment. Software can include anti-virus, backup, network support, network security, VPN/cloud solutions and Microsoft Enterprise agreement. Our Microsoft agreement covers the entire district for all Microsoft applications. This agreement also allows for teachers and students to utilize Office 365 cloud applications.

D. Summary:

☒ Previous board action relating to this item – Board has previously approved the purchase of supplies/materials, supplies & software from SHI.

☐ Future action anticipated -

☒ Background information – Software includes backup, network support, network security, VPN/cloud solutions and Microsoft Enterprise agreement.

E. Scope of Options Reviewed:

DIR-TSO-3838 (expired)

DIR-TSO-4172 (3/8/23)

DIR-TSO-3984 (expired)

DIR-TSO-4246 (9/17/23)

DIR-TSO-4181 (5/21/25)

DIR-TSO-4291 (2/18/23)

DIR-CPO-4398 (5/10/23)

DIR-TSO-3863 (expired)

DIR-TSO-4092 (2/21/24)

DIR-TSO-4056 (1/17/23)

F. Comments Received:

☐ Cabinet

☐ DLT

☐ FBOC

☐ Teacher Org. Reps.

☒ Other: Technology Department

G. Administrative Recommendation:

The administration recommends approval of purchasing supplies/materials, supplies & software from SHI.

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

☒ Budget - General Operating Fund

☐ Bond

☐ Grant/Special Funds

☐ Other

Prior Year Spending - \$202,478.78

Future/Ongoing - The requested procurement is an estimated annual reoccurring expense of \$250,000.

I. Monitoring and Reporting TimeLine:

Person responsible for evaluating this decision or action— Dianne Borreson

Evaluation method and time line -

Next report to the board -

J. Suggested Motion:

I move that the Hays CISD Board of Trustees approve purchases from Software House International for approximately \$200,000 per year, as presented.

HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: September 26, 2022

Procurement: Web Hosting Services - Blackboard, Inc.

Administrator Responsible/Position: Tim Savoy, Chief Communications 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 approve the renewal of our website hosting and content management solution. Blackboard provides reliable hosting and our mass notification system for the entire district.
- D. Summary:
☐ Previous board action relating to this item –
☐ Future action anticipated –
☒ Background information – Blackboard provides the district a reliable mass notification system for sending messages via voice, text, email, push notification, website announcements, website alerts and social media.
- E. Scope of Options Reviewed:
Choice Partners Contract #21/031KN-11
Length of Contract: This is a one-year contract with three (3) options to renew.
Reasons for rejecting alternatives:
- F. Comments Received:
☐ Cabinet ☐ DLT ☐ FBOC ☐ Teacher Org. Reps. ☒ Other: Technology
- G. Administrative Recommendation:
The administration recommends approval of the purchase of services from Blackboard, Inc.
- H. Fiscal Impact and Cost: Total Amount: \$80,000.00
☒ Budget – General Operating Fund ☐ Bond ☐ Grant/Special Funds ☐ Other
Prior Year Spending – \$73,587.06
Future/Ongoing – N/A
- I. Monitoring and Reporting Time Line:
Person responsible for evaluating this decision or action – Tim Savoy
Evaluation method and time line -
Next report to the board -
- J. Suggested Motion:
I move that the Hays CISD Board of Trustees approve the purchase of services from Blackboard, Inc. for total cost of \$80,000.00, as presented.

New Period or Contract Renewal Confirmation Notice

CUSTOMER INFORMATION:

Billing Address:

Hays Consolidated Independent School District
21003 Interstate 35
Kyle, TX 78640-5397
USA

Date: 09/06/2022
Customer No: 312486
Document No: CSF000874469

Customer Primary Contact: Linda Rosebrock

PRODUCTS AND SERVICES SUBJECT TO NEW PERIOD OR RENEWAL:

Qty	Product Code	Product Description	Start Date	End Date
2	WCM-ESSN	Website and content management system software with reliable web hosting.	09/01/2022	08/31/2023
23	WCM-PREMSUP	Premium Plus allows for the provision of consulting services for any need a client has over the contract year. It provides flexible access to training, consultation, and design in exchange for the funds allotted for Premium Plus per the clients' contract.	09/01/2022	08/31/2023
16500	MCA-APP	Custom, branded mobile app with access to news, calendars, social media, notifications, and other vital school information.	09/01/2022	08/31/2023
24	WCM-PVA	Video publishing and viewing in Web Community Manager. Includes 40 GB of dedicated video file storage per site.	09/01/2022	08/31/2023
16500	BC-MN	Reliable mass notification system for sending messages via voice, text, email, push notification, website announcement, website alert, and social media.	09/01/2022	08/31/2023
2	WCM-PVA	Video publishing and viewing in Web Community Manager. Includes 40 GB of dedicated video file storage per site.	09/01/2022	08/31/2023
1	WCM-CRT-MW-TLP	Unlimited access to high quality responsive template library.	09/01/2022	08/31/2023
24	WCM-ESSN	Website and content management system software with reliable web hosting.	09/01/2022	08/31/2023

Renewal Amount (USD) 75,171.05

CONFIRMATION:

Per the terms of your contract currently in place for Blackboard products and/or services, the next period or contract renewal period starts on **09/01/2022**. With respect to contract renewals, per the terms of your contract your license(s) may be automatically renewed 30 days prior to the renewal period start date, and **use of the product and/or services on or beyond 09/01/2022 may result in an automatic invoice from Blackboard for the renewal amount noted above.**

Any utilization beyond licensed quantities allowed under your current contract with Blackboard may result in license fees charged in addition to the new period or contract renewal amount noted above. Please reach out to Blackboard to adjust your current license quantity if applicable.

Your invoice will be sent separately and will include the payment instructions and total amount due. You will be invoiced for products and/or services for the total above upon receipt of this form unless other arrangements are made. Please note that taxes are not included in the total Amount Due noted above and will be added, where applicable, when invoiced.

Please take the following actions prior to 09/01/2022:

1. Contact your Renewal Representative or operations@blackboard.com to request an invoice **OR** issue a purchase order, if required.
2. Provide updated billing information if inaccurate.
3. If you are exempt from paying sales tax, please remit a copy of your ³²state tax exempt certificate with payment of your invoice or a copy to exemptcerts@blackboard.com.

Purchase Orders and/or Tax-Exempt Form can be sent via any one of the following methods by **09/06/2022**:

- Email: operations@blackboard.com
- Fax: +1.312.236.7251

HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: September 26, 2022

Subject: Procurement for Staffing Services from Proximity Learning

Administrator Responsible/Position: Dr. Fernando Medina, Chief Human Resources Officer

A. Purpose of Agenda Item:

☒ Action needed

☐ Information only

☐ Receive input

B. Authority for This Action:

☒ Local Policy

☐ Law or Rule

☐ N/A

C. Goal or Need Addressed:

Provide high quality instruction due to staffing vacancy at Lehman High School for the Environmental Science Classroom, to include Special Education class within a class.

D. Summary:

☐ Previous board action relating to this item -

☐ Future action anticipated -

☒ Background information

Hays CISD will utilize Proximity Learning for (1) classroom, Environmental Science, at Lehman High School as a one-semester pilot program. This service will cover up to 6 sections, ranging from 61-90 minutes per section. The service includes live support for a mix of SPED, NAC and Regular Education students. The commitment is for one full semester.

Proximity Learning uses its Enriched Live Instruction Model (ELIM) to make sure that students get the best instruction possible. The goal of ELIM is to stimulate a classroom environment through ALWAYS live instruction from a teacher via streaming video.

Human Resources is committed to work alongside Lehman HS to source and recruit highly qualified candidates for this vacant position.

E. Scope of Options Reviewed:

TIPS-USA Contract #200703

Length of Contract: This is a one-year contract with zero (0) options to renew through 9/30/2023

Reasons for rejecting alternatives:

F. Comments Received:

☒ Cabinet

☐ DLT

☐ FBOC

☐ Teacher Org. Reps.

☐ Other:

G. Fiscal Impact and Cost: Total Amount: \$57,406.76

☒ Budget – General Operating Fund

☐ Bond

☐ Grant/Special Funds

☐ Other

Prior Year Spending – N/A

Future/Ongoing – This is a one-time purchase

H. Monitoring and Reporting Time Line:

Person responsible for evaluating this decision or action – Dr. Fernando Medina

Evaluation method and time line - Human Resources will work with LHS Administration to ensure delivery of services as outlined in the proposal provided by Proximity Learning. Human Resources will monitor the strategy's ability to provide high quality instruction

Next report to the board -

I. Suggested Motion:

I move that the Hays CISD Board of Trustees approve the instructional services provided by Proximity Learning in the amount of \$57,409.76, as presented.

2022-23 Hays CISD - Lehman High School Environmental Systems Fall semester

Quote created on August 29, 2022 - Reference: 20220829-165117738

Hays CISD
21003 Interstate 35
Kyle, TX 78640
United States

Fernando Medina
Chief HR Officer
fernando.medina@hayscisd.net

Comments

Proximity Learning does not commit to a start period as we continue to increase our teacher staff due to unprecedented demand

Annette Rodriguez - Executive director of Texas School Partnerships at Proximity Learning



Products & Services

A Day / B Day 61-90 Minutes Live Instruction--Semester Commitment - SP

6 x \$6,182.80

SKU 202223456

Live Instruction; 61-90 minutes per section
6 Sections Environmental Science (HS)

1st Period: Env Sys (*CWC- SPED) 8:45 a.m. – 10:15 a.m.
2nd Period: Env Sys. 11:30 a.m. – 1:00 p.m.
4th Period: Env Sys (*CWC - SPED) 2:40 p.m. – 4:10 p.m.
6th Period: Env Sys (NAC - New Arrival Center version) 11:25 a.m. – 12:11 p.m.
7th Period: Env Sys (*CWC - SPED) 1:42 p.m. – 2:28 p.m.
8th Period: Env Sys 3:24 p.m. – 4:10 p.m.

* These sections will contain a mix of SPED and Regular Ed students.

**These sections will contain a mix of NAC and Regular Ed students.

1 Day per Week Up To 60 Minutes Live Instruction--Semester Commitment - SP

6 x \$2,126.67

SKU 202223414

Live Instruction; up to 60 minutes per section
6 Sections Environmental Science (HS)

Period 1 - (*CWC - SPED) 8:45 a.m. – 9:31 a.m.

Period 2 - 10:34 a.m. – 11:20 a.m.
Period 4 - (*CWC - SPED) 2:33 p.m. – 3:19 p.m.
Period 6 - (**NAC - New Arrival Center version) B Class 11:25 a.m. – 12:11 p.m.
Period 7 - (*CWC - SPED) 1:42 p.m. – 2:28 p.m.
Period 8 - 3:24 p.m. – 4:10 p.m.

*These sections will contain a mix of SPED and Regular Ed students.
** These sections will contain a mix of NAC and Regular Ed students.

Special Education Fee--Semester Commitment	3 x \$1,400.00
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SKU 202223250

Instruction: Up to 10 students managed and instructed

These sections will contain a mix of SPED and Regular Ed students.

We best provide services to students with mild to moderate cognitive ranges and any students that do not require hands on modifications/physical prompting.

Special Education Fee--Semester Commitment	1 x \$1,400.00
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SKU 202223250

Instruction: Up to 10 students managed and instructed

NAC

We best provide services to students with mild to moderate cognitive ranges and any students that do not require hands on modifications/physical prompting.

Set-up & Support Fee	6 x \$324.99
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SKU 202223293

Class Set-Up, User Licenses, Facilitator On-Boarding, Technical Support, & CSS Team support

District Webinar Membership 2022-23	1 x \$0.00
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SKU 202223297

One-time subtotal	\$57,406.76
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Total	\$57,406.76
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This quote expires on November 27, 2022.

Purchase Terms

Deal serviced via partnership with TIPS
Contract #200703

Hays CISD Registered Vendor # for Prox Learn is 8956

By signing this agreement, you are locking in the discounted price for a semester of service.

- If client terminates service. client will be responsible for paying of 100% of total agreement.
- All payments are Net 30 days. Invoice will be delivered on the final day of the month services begin.
- Any participation in this service will constitute acceptance of this agreement.
- The original content, features, and functionality are owned by Proximity Learning, Inc. and are protected by international copyright, trademark, patent, trade secret, and other intellectual property or proprietary rights laws.
- Total price does not include sales, value added or similar taxes of any nature. Client shall pay applicable taxes when invoiced by Proximity Learning, Inc. or shall supply appropriate tax exemption certificates in a form satisfactory to Proximity Learning, Inc.
- By signing this document you agree to the terms and services listed on the company website: <https://www.proxlearn.com/policies/terms-of-service>
- The company reserves the right to change these conditions from time to time as it sees fit and your continued use of PLI services will signify your acceptance of any adjustment to these terms. If there are any changes to our privacy policy, we will announce that these changes have been made on our home page and on other key pages on our site.
- Client will receive initial outreach email for implementation when PLI is ready to on-board. Client will have 1 week to respond. If client does not respond, PLI will make 2nd attempt. Client will have 1 week to respond to the 2nd attempt. After the 2nd attempt PLI will make a 3rd attempt and the client will have 2 business days to respond to 3rd attempt. If client does not respond to the 3rd attempt the contract will be cancelled and the client will be billed 20% of contract value to cover PLI costs associated with implementation.

Signature

Signature

Date

Printed name

Questions? Contact me



Annette Rodriguez

Executive director of Texas School Partnerships

arodriguez01@proxlearn.com

+1 (512) 773-5030



Proximity Learning

1800 E 4th St, Suite 131

Austin, TX 78702

United States

HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: September 26, 2022

Subject: 2022 Bond School Buses – 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: Provide safe, reliable transportation
- D. Summary:
☒ Previous board action relating to this item – The board approved the purchase of 14 school buses from Longhorn Bus Sales in January 2022
☐ Future action anticipated –
☐ Background information –

The 2022 Bond contained provisions for the purchase of school buses. Staff originally anticipated being able to purchase 55 school buses. However, due to cost escalation and inflation, staff recommends the purchase of 51 buses including 40 regular route buses (77 passenger), and 11 special ed route buses (65 passenger).

Quotes from the three school bus vendors are shown below:

- | | |
|-----------------------|---|
| 1. Longhorn Bus Sales | \$132,705.00 (77psg) X 40 = \$5,308,200.00
\$133,553.00 (65psg) X 11 = \$1,469,083.00
BuyBoard Fee: \$800.00
Total: \$6,778,083.00 |
| 2. Thomas Bus Texas | \$131,928.60 (77psg) X 40 = \$5,277,144.00
\$130,822.28 (65psg) X 11 = \$1,439,045.00
BuyBoard Fee: \$800.00
Total: \$6,716,989.00 |
| 3. Rush Truck Center | \$138,794.00 (77psg) X 40 = \$5,551,760.00
\$145,998.00 (65psg) X 11 = \$1,605,978.00
BuyBoard Fee: \$800.00
Total: \$7,158,538.00 |

Staff originally recommended to purchase these buses in two separate procurements, but due to current market conditions, we have amended our recommendation and seek approval to place the order for all the buses now.

Staff presented this concept to the FBOC on August 24, 2022.

E. Scope of Options Reviewed:

BuyBoard Cooperative Contract #630-20 School Buses, Options & Parts.

This is a one-year contract with one (1) option to renew until 11/30/2023

Reasons for rejecting alternatives:

Thomas Bus Texas could not provide a high-output at low RPM alternator, cowl turn signals, or a USB/MP3 PA stereo. Approximately 90% of the Hays CISD buses are Integrated Coach brand (IC, Longhorn Bus Sales) which enhances our maintenance efficiency and streamlines our parts-warehousing, warranty, recalls, and update processes.

F. Comments Received:

☒ Cabinet ☐ DLT ☒ FBOC ☐ Teacher Org. Reps. ☒ Other: *Transportation*

G. Administrative Recommendation:

The administration recommends approval of the procurement of school buses from Longhorn Bus Sales.

H. Fiscal Impact and Cost: Total Amount: \$6,778,083.00

☒ Budget – General Operating Fund ☒ Bond ☐ Grant/Special Funds ☐ Other

Transportation Budget \$4,583

2022 Bond Funds \$6,773,500

Prior year Spending – \$1,715,586

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

I. Monitoring and Reporting Time Line:

Person responsible for evaluating this decision or action— Filiberto Bonilla Director of Transportation and
Cassandra Behr Assistant Director of Transportation

Evaluation method and time line -

Next report to the board -

J. Suggested Motion:

I move that the Hays CISD Board of Trustees approve the 2022 Bond purchase of school buses from Longhorn Bus Sales in the amount of \$6,778,083, as presented.

HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: September 26, 2022

Subject: Procurement: Portable Building Relocation

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:

Relocate portable buildings to handle growth and construction

D. Summary:

☐ Previous board action relating to this item -

☐ Future action anticipated -

☒ Background information -

Several portable buildings must be relocated for the construction of the Academic Support Center, and many more might need to be moved to accommodate student growth throughout the District. Staff has identified up to seventeen (17) buildings available for future use. The current list includes, but not limited to:

- Old Kyle Transportation 2
- Tom Green ES 5
- Elm Grove ES 5
- Barton MS 1
- Chapa MS 2
- Central Admin 2

E. Scope of Options Reviewed:

CTPA from Round Rock ISD – RFP #18-082201WC: This is a one-year contract with four (4) options to renew through August, 24, 2023

- Shultz House Moving
- Braun and Butler Construction Inc.
- R L Hicks L.P.

F. Comments Received:

☒ Cabinet

☐ DLT

☐ FBOC

☐ Teacher Org. Reps.

☒ Other: M&O

G. Administrative Recommendation:

The administration recommends approval of multiple vendors for portable building relocation & related services for maximum flexibility in scheduling.

H. Fiscal Impact and Cost: Total Amount: Combined \$200,000.00

☒ Budget – General Operating Fund

☐ Bond

☐ Grant/Special Funds

☐ Other

Prior Year Spending – Schultz House Moving - \$0.00, A-OK House Moving - \$0.00

Future/Ongoing – These services will be a recurring cost (annually)

I. Monitoring and Reporting Time Line:

Person responsible for evaluating this decision or action – Max Cleaver and Cathy Williams

Evaluation method and time line -

Next report to the board -

J. Suggested Motion:

I move that the Hays CISD Board of Trustees approve the portable building relocation & related services from Shultz House Moving, Braun and Butler Construction Inc., and R. L. Hicks L.P., for a combined total not to exceed \$200,000, as presented.

HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: September 26, 2022

Subject: Review and possible adoption of the Hays CISD Goals for 2022-2023

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:

Adoption of the Hays CISD Goals for 2022-2023

D. Summary:

☐ Previous board action relating to this item -

☐ Future action anticipated -

☒ Background information – Board members and the Superintendent and Cabinet have participated in professional development to develop the goals for the district.

E. Comments Received:

☒ Cabinet

☐ DLT

☐ FBOC

☐ Teacher Org. Reps.

☒ Other - Board Members

All agenda items are reviewed by the Superintendent's Cabinet

F. Administrative Recommendation:

The administration recommends the board adopt the Hays CISD Goals for 2022-2023, as presented.

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

☐ Budget – General Operating Fund

☐ Bond

☐ Grant/Special Funds

☐ Other

H. Monitoring and Reporting Time Line:

Person responsible for evaluating this decision or action – Board and Superintendent

Evaluation method and time line -

Next report to the board -

I. Suggested Motion

I move that the Hays CISD Board of Trustees adopt the Hays CISD Goals for 2022-2023, as presented.

Hays CISD Goals 2022-2023

Student Achievement Goal—Through attention to individual students' needs, each campus will demonstrate continuous improvement by showing academic growth and student engagement, including intervention and enrichment. The District will evaluate and address the individual needs of each student. Students and parents/guardians will receive academic advising and shall utilize data, based upon aptitude, ability, and career inventory data, to formulate their plan of study for high school credit beginning in the spring semester of their 5th grade year. Student performance will be evaluated in academics; college, career, and military readiness; and character and power skills education.

Evidence of Attainment:

Focus Area	Goal(s)
Grade 5-12 Student Advising: The district will utilize a career interest profiler to track academic advising beginning spring semester of 5th grade based on student interest and academic achievement. In June 2023, the district will provide a comprehensive report showing evidence of the academic advising captured through a career interest profiler by campus and grade level.	90% of our 5-12 grade students will receive academic advising by May 15, 2023. (Based on mobility rate.). - Utilize SchoolLinks data to determine the impact of college and career advising based on parent and student input. - The district will cross-reference assessment data with student course selection to ensure ability alignment. By June 2023, the campus principal will make course schedule adjustments for rising 5th and 8th graders based on assessment performance.
Student Achievement: In January, a public hearing on TAPR will be held to summarize student academic performance/achievement, accessibility gaps, including the district's college, career, and military readiness counts. In August 2023, the superintendent will present the student growth goals addressing the Hays CISD approaches/meets/masters % vs. the state performance.	Goals broken down by program area on data tables. 100% of 2022 TEA A-B rated campuses will remain the same or improve by one letter grade; 2022 C rated campuses will improve by one letter grade. 2022 TEA non-rated campus will improve by one letter grade. Hays CISD Domain IIA (Academic Growth) raw score will be 78 or higher.
College & Career Readiness: The district will use data from PSAT8 and PSAT to track student progress toward college readiness. SAT and TSIA2 will be utilized to assess college readiness along with attainment of college credit through advanced placement exams, dual credit, and dual enrollment courses. Career readiness will be assessed through the attainment of industry-based certification through CTE. The district will monitor progress throughout the 2022-2023 school year and will provide an update on college readiness to the Board in December 2022.	60% of the class of 2022, will meet college and career readiness as demonstrated on the TAPR in November 2023.
Professional Development: The district will offer continuous differentiated just-in-time professional development in all content areas to support our campus initiatives and student achievement goals. Campus administrators will conduct at least 60 minutes of walk-throughs per day.	- Implementation of instructional strategies acquired through professional development will be measured and tracked through walk-through data and T-TESS on a monthly basis. - Reading Academies: TEA documents progress as 98% certification of K-3 teachers. The district measures progress through alignment and delivery of a research-based curriculum, implementation of an explicit phonics program and explicit targeted intervention lessons based on student need, ongoing growth on the mCLASS progress measures and on 3rd grade STAAR results.

Focus Area	Goal(s)
Social Emotional Learning: All campuses will implement Social Emotional Learning (SEL) strategies with fidelity. The district will hire a designated SEL Specialist to support SEL implementation and provide district-wide professional development to ensure proper SEL best practices are evident across the campus/district. The district will capture information about the SEL Program implemented at each campus. Campuses will track and monitor student participation in extra-curricular/club participation, and the district will track discipline, attendance on an on-going basis. SEL information will be presented in November 2022 to provide a district-wide update.	100% of our campuses will implement SEL strategies with fidelity to support the whole child.

Calendar of Reports			
Date	Topic/Evidence of Attainment	Possible Presenter(s)	Data Sources
August	Review and create 22-23 Student Achievement Goals with Superintendent and Board of Trustees.	Sedillo, Malandrucolo	Goals Document created on August 15, 2022
September	Student Achievement Report: 22-23 Goals <u>Board Blog:</u> - Report on the district's Blended Learning 4-Year Plan - A summary of staff professional development efforts throughout the summer and plan for 22-23 SY and its corresponding look-for's in the district walkthrough template.	Sedillo, McDaniel, Garza, Herrin, Malandrucolo	Goals Documents PLC Implementation/Smart Goals Lesson Plans Walk-Through Data T-TESS Evaluations
October	Student Achievement Report: Report on elementary and middle school universal screener data for reading and math.	Sedillo, Brown, McDaniel, Malandrucolo	mCLASS(K-5) and MAP(K-8) BOY screeners
November	Student Achievement Report: CBA 1 Overview with areas of focus by campus; Summary of CCMR efforts by campus; Overview of our SEL program. <u>Board Blog:</u> Provide SEL programs by campus and program activities	Sedillo, McDaniel, Malandrucolo, Philpott, Gonzalez, Mayhue, Mitchell	CBA 1 Summary Final 2021 CCMR Results District SEL Update Student Participation in Tier 2 and Tier 3 Software Analytics Screeners
December	Student Achievement Report: RDA report and PK Update <u>Board Blog:</u> Summary of walk-throughs by campus and administrator	McDaniel, Herrin, Garza, Mitchell, Malandrucolo, Brown, Melgar-Cook	RDA Report PreK Update (Letter Names & Sounds) Walk-Through Update
January	Student Achievement Report: TAPR/Annual Public Hearing and provide a mid-year review on extracurricular/club participation.	Malandrucolo, Gomez, Pierce, Moffitt, Moreno	TAPR & Other Required Sections Mid-year participation in extra-curricular FA and ATH
February	Student Achievement Report: State of the District <u>Board Blog:</u> Update on the following: - TELPAS - CTE	Sedillo, Malandrucolo, McDaniel, Brown, Mitchell, Melgar-Cook	CBA 2 Summary mCLASS MOY MAP MOY screener
March	Student Achievement Report: Advanced Academics <u>Board Blog:</u> PBIS Update	Philpott, Dawson, Gonzalez	GT Program Highlights Attendance Data Discipline Report
April	Student Achievement Report: Special Education Update	Velasquez	Program Highlights
May	Student Achievement Report: PBIS Update <u>Board Blog:</u>	Gomez, Pierce, Moffitt, Moreno, Malandrucolo,	EOY mCLASS, CIRCLE, MAP screener results

	• EOY CIRCLE, mCLASS and MAP screener results • End of year review of Athletics and Fine Arts	McDaniel, Dawson, Brown, Gaines	Student participation program by Sport/Campus
June	Student Achievement Report: STAAR 2.0 Preliminary Results and CTE program achievement by campus <u>Board Blog:</u> • Administrative walk-throughs • The percentage of students receiving academic advising at the end of their 7th grade year will be presented in June.	Sedillo McDaniel, Garza, Mitchell, Malandrucolo, Gaines, Brown, Gonzalez	STAAR 2.0 Preliminary Results mCLASS EOY CTE Report Administrative walkthrough data
August	The superintendent will present the Board with a student growth goal at the August Board Meeting addressing HCISD Approaches / Meets / Masters % vs. the state.	Malandrucolo	STAAR/EOC Results

Hays CISD Goals

2022-2023

School Safety & Security Goal—A safe environment must include secure facilities, staff and student training, and our adopted standard response protocol. The district will partner with local and state entities to assure preparedness. Specific areas addressed are physical and cybersecurity, data privacy, campus access, detecting and reporting possible threats, and local and global crisis. The district will be compliant with all local, state and, federal laws and regulations related to school safety and security. All exterior and interior doors will be locked and properly numbered. Emergency response updates will be communicated timely, as appropriate. We will maintain an environment of trust between adults and all students.

Evidence of Attainment:

Date	Topic/Evidence of Attainment	Possible Presenter(s)
September	The Board will receive a brief overview about the status of the new safety coordinators and the progress of the campus safety enhancements proposed district-wide.	Skrocki
Monthly	The district will receive communication via a monthly Safety & Security newsletter regarding district expectations and reminders	Skrocki
December	All district exterior doors will have been labeled with the exterior door numbers that have been identified via our law enforcement partners	Skrocki
May	All campuses will be fully compliant with their mandated drills.	Skrocki
June	All campus Assessment and Care Teams will be fully trained, operational and prepared to present their campus totals	Skrocki
August	All campus legislatively-mandated security audits will be completed, the submission to the TSSC will be completed and a report will be presented to the board via closed session	Skrocki

Hays CISD Goals

2022-2023

Board/Staff/Community Relations Goal—The district will cultivate a culture of positive engagement and public service requiring empathy, visibility, trust, and communication. Effective communication through all appropriate avenues is a priority, and staff will be offered training in these areas. Our district is committed to increasing customer service and client engagement both internally and externally. The Board will receive an annual update regarding proposed recommendations made to the Superintendent received from the Diversity Advisory Council regarding efforts to improve our diversity and inclusion initiatives to remove systemic obstacles for all students. The district will continue to provide the Board with timely calendar updates regarding district events, as appropriate.

Evidence of Attainment:

Date	Topic/Evidence of Attainment	Possible Presenter(s)
Ongoing	Board Members will receive timely invitations to key campus and district events.	Gloria
	The Board will, in advance where possible, receive copies of critical communication messages sent to parents, staff, students, and the community. (Emergencies, issues, and other items that required a district response to the general public.) These messages demonstrate the district's commitment to transparency.	Savoy
	The Board will see the annual news media interaction log to understand the work that occurs keeping members of the media informed about district operations, incidents, issues, and events.	Savoy
	The district will conduct a 'Fighting Fentanyl' campaign to educate parents and students about the dangers of fentanyl.	Dr. Wright, Savoy
Weekly	The Board and community will have the opportunity to view the latest "Wright this Minute" video each week.	Dr. Wright, Savoy
Annually	The district will conduct student, parent and community, and employee surveys annually and provide reports to the Board so that the feedback may be used in setting policy, goals and priorities.	Savoy
	The Board will receive an update regarding recommendations made to the superintendent by the Diversity Advisory Council.	Dr. Wright
Specific Dates	Select staff and key employee groups will receive targeted customer service training, as well as training regarding issues and challenges facing public education. These trainings are encapsulated in the district's Ambassador Training Program.	Savoy
Spring	The district will provide information to taxpayers through publications, website material, and in-person discussions regarding a potential May 2023 bond initiative.	Dr. Wright, Cleaver, Savoy

HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: September 26, 2022

Subject: Consideration and possible adoption of the instrument to be used to evaluate the Superintendent

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

Board Policy BJCD states the Board shall prepare a written evaluation of the Superintendent at annual or more frequent intervals and that the appraisal process and criteria will be adopted by the board.

C. Goal or Need Addressed:

Adoption of document to be used to evaluate the Superintendent

D. Summary:

☒ Previous board action relating to this item – Previous Superintendent Evaluation Document was adopted by the board on September 27, 2021.

☒ Future action anticipated - annually

☐ Background information -

E. Comments Received:

☐ Cabinet

☐ DLT

☐ FBOC

☐ Teacher Org. Reps.

☐ Other

F. Administrative Recommendation:

The Superintendent recommends adoption of the presented evaluation document.

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

☐ Budget

☐ Bond

☐ Grant/Special Funds

☐ Other _____

H. Suggested Motion:

I move that the Hays CISD Board of Trustees adopt the Superintendent Evaluation Instrument, as presented.

Hays CISD

Superintendent Evaluation Instrument

2022-2023

Student Achievement Goal—Through attention to individual students' needs, each campus will demonstrate continuous improvement by showing academic growth and student engagement, including intervention and enrichment. The District will evaluate and address the individual needs of each student. Students and parents/guardians will receive academic advising and shall utilize data, based upon aptitude, ability, and career inventory data, to formulate their plan of study for high school credit beginning in the spring semester of their 5th grade year. Student performance will be evaluated in academics; college, career, and military readiness; and character and power skills education.

Evidence of Attainment:

Focus Area	Goal(s)
Grade 5-12 Student Advising: The district will utilize a career interest profiler to track academic advising beginning spring semester of 5th grade based on student interest and academic achievement. In June 2023, the district will provide a comprehensive report showing evidence of the academic advising captured through a career interest profiler by campus and grade level.	90% of our 5-12 grade students will receive academic advising by May 15, 2023. (Based on mobility rate.). - Utilize SchoolLinks data to determine the impact of college and career advising based on parent and student input. - The district will cross-reference assessment data with student course selection to ensure ability alignment. By June 2023, the campus principal will make course schedule adjustments for rising 5th and 8th graders based on assessment performance.
Student Achievement: In January, a public hearing on TAPR will be held to summarize student academic performance/achievement, accessibility gaps, including the district's college, career, and military readiness counts. In August 2023, the superintendent will present the student growth goals addressing the Hays CISD approaches/meets/masters % vs. the state performance.	Goals broken down by program area on data tables. 100% of 2022 TEA A-B rated campuses will remain the same or improve by one letter grade; 2022 C rated campuses will improve by one letter grade. 2022 TEA non-rated campus will improve by one letter grade. Hays CISD Domain IIA (Academic Growth) raw score will be 78 or higher.
College & Career Readiness: The district will use data from PSAT8 and PSAT to track student progress toward college readiness. SAT and TSIA2 will be utilized to assess college readiness along with attainment of college credit through advanced placement exams, dual credit, and dual enrollment courses. Career readiness will be assessed through the attainment of industry-based certification through CTE. The district will monitor progress throughout the 2022-2023 school year and will provide an update on college readiness to the Board in December 2022.	60% of the class of 2022, will meet college and career readiness as demonstrated on the TAPR in November 2023.
Professional Development: The district will offer continuous differentiated just-in-time professional development in all content areas to support our campus initiatives and student achievement goals. Campus administrators will conduct at least 60 minutes of walk-throughs per day.	- Implementation of instructional strategies acquired through professional development will be measured and tracked through walk-through data and T-TESS on a monthly basis. - Reading Academies: TEA documents progress as 98% certification of K-3 teachers. The district measures progress through alignment and delivery of a research-based curriculum, implementation of an explicit phonics program and explicit targeted intervention lessons based on student need, ongoing growth on the mCLASS progress measures and on 3rd grade STAAR results.

Focus Area	Goal(s)
Social Emotional Learning: All campuses will implement Social Emotional Learning (SEL) strategies with fidelity. The district will hire a designated SEL Specialist to support SEL implementation and provide district-wide professional development to ensure proper SEL best practices are evident across the campus/district. The district will capture information about the SEL Program implemented at each campus. Campuses will track and monitor student participation in extra-curricular/club participation, and the district will track discipline, attendance on an on-going basis. SEL information will be presented in November 2022 to provide a district-wide update.	100% of our campuses will implement SEL strategies with fidelity to support the whole child.

Rating:

- ☐ Exceptional Progress exceeds expectations and criteria noted in the instrument
- ☐ Proficient Progress meets the expectations and criteria noted in the instrument
- ☐ Needs Improvement Progress does not meet the expectations and criteria noted in the instrument

Comments may be made on any item. Any rating of "Needs Improvement" must be accompanied by a comment indicating the nature of the deficiency or a statement of what the board expected to see in performance that was not evident

Hays CISD

Superintendent Evaluation Instrument

2022-2023

School Safety & Security Goal—A safe environment must include secure facilities, staff and student training, and our adopted standard response protocol. The district will partner with local and state entities to assure preparedness. Specific areas addressed are physical and cybersecurity, data privacy, campus access, detecting and reporting possible threats, and local and global crisis. The district will be compliant with all local, state and, federal laws and regulations related to school safety and security. All exterior and interior doors will be locked and properly numbered. Emergency response updates will be communicated timely, as appropriate. We will maintain an environment of trust between adults and all students.

Evidence of Attainment:

Date	Topic/Evidence of Attainment	Possible Presenter(s)
September	The Board will receive a brief overview about the status of the new safety coordinators and the progress of the campus safety enhancements proposed district-wide.	Skrocki
Monthly	The district will receive communication via a monthly Safety & Security newsletter regarding district expectations and reminders	Skrocki
December	All district exterior doors will have been labeled with the exterior door numbers that have been identified via our law enforcement partners	Skrocki
May	All campuses will be fully compliant with their mandated drills.	Skrocki
June	All campus Assessment and Care Teams will be fully trained, operational and prepared to present their campus totals	Skrocki
August	All campus legislatively-mandated security audits will be completed, the submission to the TSSC will be completed and a report will be presented to the board via closed session	Skrocki

Rating:

- ☐ Exceptional Progress exceeds expectations and criteria noted in the instrument
- ☐ Proficient Progress meets the expectations and criteria noted in the instrument
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Hays CISD

Superintendent Evaluation Instrument

2022-2023

Board/Staff/Community Relations Goal—The district will cultivate a culture of positive engagement and public service requiring empathy, visibility, trust, and communication. Effective communication through all appropriate avenues is a priority, and staff will be offered training in these areas. Our district is committed to increasing customer service and client engagement both internally and externally. The Board will receive an annual update regarding proposed recommendations made to the Superintendent received from the Diversity Advisory Council regarding efforts to improve our diversity and inclusion initiatives to remove systemic obstacles for all students. The district will continue to provide the Board with timely calendar updates regarding district events, as appropriate.

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Weekly	The Board and community will have the opportunity to view the latest "Wright this Minute" video each week.	Dr. Wright, Savoy
Annually	The district will conduct student, parent and community, and employee surveys annually and provide reports to the Board so that the feedback may be used in setting policy, goals and priorities.	Savoy
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Specific Dates	Select staff and key employee groups will receive targeted customer service training, as well as training regarding issues and challenges facing public education. These trainings are encapsulated in the district's Ambassador Training Program.	Savoy
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Rating:

- ☐ Exceptional Progress exceeds expectations and criteria noted in the instrument
- ☐ Proficient Progress meets the expectations and criteria noted in the instrument
- ☐ Needs Improvement Progress does not meet the expectations and criteria noted in the instrument

Comments may be made on any item. Any rating of "Needs Improvement" must be accompanied by a comment indicating the nature of the deficiency or a statement of what the board expected to see in performance that was not evident

Assessment of ongoing responsibilities

District Management

The superintendent demonstrates effective planning and management of the district administration, finances, operations, and personnel.

- A. Facilities and Operations Management:** The superintendent maintains a management system designed to produce ongoing efficiencies in major district operations, including transportation, food services, and building maintenance and operations.

Rating:

☐

Exceptional

☐

Proficient

☐

Needs Improvement

Comments:

- B. Fiscal Management:** The superintendent manages a budget development, implementation, and monitoring process that reflects sound business and fiscal practices and that supports district goals.

Rating:

☐

Exceptional

☐

Proficient

☐

Needs Improvement

Comments:

- C. Human Resources Management:** The superintendent oversees a comprehensive human resources program (recruitment, retention, staff organization, compensation and benefits, staff recognition, and support), tied to defined goals and targets developed by administration for board review.

Rating:

☐

Exceptional

☐

Proficient

☐

Needs Improvement

Comments:

HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: September 26, 2022

Subject: Consideration and Possible Adoption of Proposed Changes to Policy FL(LOCAL)

Administrator Responsible/Position: Tim Savoy, Chief Communications Officer

A. Purpose of Agenda Item:

☒ Action needed

☐ Information only

☐ Receive input

B. Authority for This Action:

☒ Local Policy: FL (Local)

☐ Law or Rule

☐ N/A

C. Goal or Need Addressed:

Update the list of items the district considers directory information in accordance with the federal Family Educational Rights and Privacy Act (FERPA).

D. Summary:

☐ Previous board action relating to this item - None

☐ Future action anticipated –

☒ Background information –

Policy FL (Local) Allows the district to make a determination about which information it considers to be directory information in a student educational record. The current FL (Local) uses the standard sample federal Family Educational Rights and Privacy Act (FERPA) list of items.

The proposed changes:

Deletes date of birth for each student as a directory information item and replaces it with age only. In practice, the district has not released actual dates of birth for students for several years. Different law actually makes confidential dates of birth for employees, but not necessarily students. The district wishes to codify in policy that it will not release the dates of birth for students under any request for public information. Dates of birth can be used as one component in an attempt to steal a person's identity. However, there are occasions that it remains appropriate to release a student's age, or identifiable student information in conjunction with a request for all students who are in a certain age group. Examples would include requests for contact information from military recruiters and drivers' education instructors, who generally specify that they are only seeking contact information for students or parents of students who have reached a certain age. Additionally, the district, in its own coverage may wish to refer to a student using their age. Example: "8-year-old _____ is the youngest winner of the district spelling bee."

Adds a component to cover student video as a releasable item when that video is created in conjunction with a school endorsed purpose. Video captured, for example, as surveillance or security video, would not have been created as a school endorsed purpose as listed in the policy and would thus not be considered directory information or releasable under FERPA rules. Our directory information currently lists photographs as releasable, but it could be argued that a video and audio recording of a student is uniquely different from a photograph. The district has, in recent years, expanded its use of video and will continue to expand its video use. Examples include: social media, Wright this Minute videos, the new Shelton Stadium score board.

E. Comments Received:

☐ Cabinet ☐ DLT ☐ FBOC ☐ Teacher Org. Reps. ☒ Other: General Public – Parent
who asked why age was listed as a directory information item.

F. Monitoring and Reporting TimeLine:

Person responsible for evaluating this decision or action— Tim Savoy. Chief Communication Officer

G. Attachment: DRAFT Policy FL (Local) showing mark-up of proposed change.

H. Suggested Motion:

I move that the Hays CISD Board of Trustees adopt revisions to local policy FL(LOCAL) as presented.

STUDENT RECORDS

FL
(LOCAL)

Comprehensive System

The Superintendent shall develop and maintain a comprehensive system of student records and reports dealing with all facets of the school program operation and shall ensure through reasonable procedures that records are accessed by authorized persons only, as allowed by this policy. These data and records shall be stored in a safe and secure manner and shall be conveniently retrievable for use by authorized school officials.

Cumulative Record

A cumulative record shall be maintained for each student from entrance into District schools until withdrawal or graduation from the District.

This record shall move with the student from school to school and be maintained at the school where currently enrolled until graduation or withdrawal. Records for nonenrolled students shall be retained for the period of time required by law. No permanent records may be destroyed without explicit permission from the Superintendent. [See CPC]

Custodian of Records

The principal is custodian of all records for currently enrolled students. The principal is the custodian of records for students who have withdrawn or graduated. The student handbook made available to all students and parents shall contain a listing of the addresses of District schools, as well as the Superintendent's business address.

Types of Education Records

The record custodian shall be responsible for the education records of the District. These records may include:

1. Admissions data, personal and family data, including certification of date of birth.
2. Standardized test data, including intelligence, aptitude, interest, personality, and social adjustment ratings.
3. All achievement records, as determined by tests, recorded grades, and teacher evaluations.
4. All documentation regarding a student's testing history and any accelerated instruction he or she has received, including any documentation of discussion or action by an accelerated learning committee convened for the student.
5. Health services record, including:
 - a. The results of any tuberculin tests required by the District.
 - b. The findings of screening or health appraisal programs the District conducts or provides. [See FFAA]

STUDENT RECORDS

FL
(LOCAL)

- c. Immunization records. [See FFAB]
- 6. Attendance records.
- 7. Student questionnaires.
- 8. Records of teacher, school counselor, or administrative conferences with the student or pertaining to the student.
- 9. Verified reports of serious or recurrent behavior patterns.
- 10. Copies of correspondence with parents and others concerned with the student.
- 11. Records transferred from other districts in which the student was enrolled.
- 12. Records pertaining to participation in extracurricular activities.
- 13. Information relating to student participation in special programs.
- 14. Records of fees assessed and paid.
- 15. Records pertaining to student and parent complaints.
- 16. Other records that may contribute to an understanding of the student.

Access by Parents

The District shall make a student's records available to the student's parents, as permitted by law. The records custodian or designee shall use reasonable procedures to verify the requester's identity before disclosing student records containing personally identifiable information.

Records may be reviewed in person during regular school hours without charge upon written request to the records custodian. For in-person viewing, the records custodian or designee shall be available to explain the record and to answer questions. The confidential nature of the student's records shall be maintained at all times, and records to be viewed shall be restricted to use only in the Superintendent's, principal's, or school counselor's office, or other restricted area designated by the records custodian. The original copy of the record or any document contained in the cumulative record shall not be removed from the school.

Copies of records are available at a per copy cost, payable in advance. Copies of records must be requested in writing. Parents may be denied copies of records if they fail to follow proper procedures or pay the copying charge. If the student qualifies for free or reduced-price lunches and the parents are unable to view

STUDENT RECORDS

FL
(LOCAL)

the records during regular school hours, upon written request of a parent, one copy of the record shall be provided at no charge.

A parent may continue to have access to his or her child's records under specific circumstances after the student has attained 18 years of age or is attending an institution of postsecondary education. [See FL(LEGAL)]

Access by School Officials

A school official shall be allowed access to student records if he or she has a legitimate educational interest in the records.

For the purposes of this policy, "school officials" shall include:

1. An employee, Board member, or agent of the District, including an attorney, a consultant, a contractor, a volunteer, a school resource officer, and any outside service provider used by the District to perform institutional services.
2. An employee of a cooperative of which the District is a member or of a facility with which the District contracts for placement of students with disabilities.
3. A contractor retained by a cooperative of which the District is a member or by a facility with which the District contracts for placement of students with disabilities.
4. A parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.
5. A person appointed to serve on a team to support the District's safe and supportive school program.

All contractors provided with student records shall follow the same rules as employees concerning privacy of the records and shall return the records upon completion of the assignment.

A school official has a "legitimate educational interest" in a student's records when he or she is:

1. Working with the student;
2. Considering disciplinary or academic actions, the student's case, or an individualized education program for a student with disabilities;
3. Compiling statistical data;
4. Reviewing an education record to fulfill the official's professional responsibility; or
5. Investigating or evaluating programs.

STUDENT RECORDS

FL
(LOCAL)

**Transcripts and
Transfers of Records**

The District may request transcripts from previously attended schools for students transferring into District schools; however, the ultimate responsibility for obtaining transcripts from sending schools rests with the parent or student, if 18 or older.

For purposes of a student's enrollment or transfer, the District shall promptly forward in accordance with the timeline provided in law education records upon request to officials of other schools or school systems in which the student intends to enroll or enrolls. [See FD(LEGAL), Required Documentation] The District may return an education record to the school identified as the source of the record.

**Records
Responsibility for
Students in Special
Education**

The director of special education shall be responsible for ensuring the confidentiality of any personally identifiable information in records of students in special education.

A current listing of names and positions of persons who have access to records of students in special education is maintained at the special education office.

**Procedure to Amend
Records**

Within 15 District business days of the record custodian's receipt of a request to amend records, the District shall notify the parents in writing of its decision on the request and, if the request is denied, of their right to a hearing. If a hearing is requested, it shall be held within ten District business days after the request is received.

Parents shall be notified in advance of the date, time, and place of the hearing. An administrator who is not responsible for the contested records and who does not have a direct interest in the outcome of the hearing shall conduct the hearing. The parents shall be given a full and fair opportunity to present evidence and, at their own expense, may be assisted or represented at the hearing.

The parents shall be notified of the decision in writing within ten District business days of the hearing. The decision shall be based solely on the evidence presented at the hearing and shall include a summary of the evidence and reasons for the decision. If the decision is to deny the request, the parents shall be informed that they have 30 District business days within which to exercise their right to place in the record a statement commenting on the contested information and/or stating any reason for disagreeing with the District's decision.

**Directory
Information**

Directory information for District students has been classified into two separate categories:

1. Items for use only for school-endorsed purposes; and
2. Items for all other purposes.

STUDENT RECORDS

FL
(LOCAL)

School- Endorsed
Purposes

For the following school-endorsed purposes, directory information shall include student name; address; telephone listing; electronic mail address; photograph; video and audio recorded for a school-endorsed purpose; ~~date and place of birth~~; age; major field of study; degrees, honors, and awards received; dates of attendance; grade level; most recent educational institution attended; participation in officially recognized activities and sports; and weight and height of members of athletic teams.

For purposes of this policy, "School-Endorsed Purposes" shall include the following: yearbook, school pictures, graduation-related services and products, campus directories, newsletters, campus and District websites and social media, awards, honors, student artwork or creative product that is not considered an educational record, displays, extra and cocurricular programs or events, campus and District photos, campus and District videos, news media, business of publicly elected officials in Texas that specifically relates to their offices, student alumni groups and reunion committees, and other circumstances that aid the District in accomplishing its mission.

All Other Purposes

For all other purposes, directory information shall not be released.

HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: September 26, 2022

Subject: Consideration and Possible Adoption of TASB Policy Update 119 Affecting Local Policies

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

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 – Update 119 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:

CPC(LOCAL): Office Management - Records Management

DMA(LOCAL): Add Policy - Professional Development: Required Staff Development

EHAA(LOCAL): Basic Instructional Program: Required Instruction (All Levels)

EHB(LOCAL): Add Policy - Curriculum Design: Special Programs

EHBA(LOCAL): Add Policy - Special Education: Identification, Evaluation and Eligibility

EHBB(LOCAL): Special Programs: Gifted and Talented Students

EIF(LOCAL): Academic Achievement: Graduation

FFBA(LOCAL): Crisis Intervention: Trauma-Informed Care

FFH(LOCAL): Student Welfare: Freedom from Discrimination, Harassment, and Retaliation

E. Comments Received:

☒ Cabinet

☐ DLT

☐ FBOC

☒ Teacher Org. Reps.

☐ Other

F. Suggested Motion:

I move that the Hays CISD Board of Trustees adopt TASB Policy Update 119, affecting local policies, as presented.



(LOCAL) Policy Comparisons

These documents are generated by an automated process that compares the updated policy to the 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; not shown in Word)

Annotations are shown as follows:

- Deletions are in a red strike-through font: ~~deleted text~~.
- Additions are in a blue, bold font: **new text**.
- Blocks of text that were moved without changes are shown in green, with double underline and double strike-through formatting to distinguish the text's new placement from its original location: ~~moved text~~ becomes moved text.
- Revision bars appear in the right margin to show sections with changes.

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.

Contact:	School Districts and Education Service Centers	Community Colleges
	policy.service@tasb.org	colleges@tasb.org
	800.580.7529 512.467.0222	800.580.1488 512.467.3689

The Superintendent shall oversee the performance of records management functions prescribed by state and federal law:

- Records ~~administrator~~ **Administrator**, as prescribed by Local Government Code 176.001 and 176.0065.007 [See BBFA and CHE]
- Officer for ~~public information~~ **Public Information**, as prescribed by Government Code 552.201–.205. [See GBAA]
- Public ~~information coordinator~~ **Information Coordinator**, as prescribed by Government Code 552.012. [See BBD]

**Local Government
Records Act**

The term “local government record” shall pertain to all items identified as such by the Local Government Records Act.

“Local Government
Record”

Records
Management
Officer

The ~~Superintendent~~ **Superintendent** shall serve as and perform the duties of the District’s records management officer as prescribed by Local Government Code 203.023, and shall administer the District’s records management program pertaining to local government records in compliance with the Local Government Records Act.

Notification

The records management officer shall file his or her name with the Texas State Library and Archives Commission (TSLAC) within 30 days of assuming the position.

Electronic Records

The records management officer shall develop procedures for the management of electronic records that comply with the District’s records control schedules and meet the minimum components required by law.

The procedures shall:

1. Specify the objectives of the electronic records management program;
2. Identify the responsibilities of employees who create, receive, or maintain electronic records;
3. Ensure the maintenance of electronic records until the expiration of the applicable retention period and final disposition; and
4. Ensure that electronic records that must be protected from unauthorized use or disclosure are appropriately protected as required by law, regulation, or other applicable requirements.

Records Control
Schedules

The records management officer shall file with the TSLAC a written declaration that the District has adopted records control schedules

that comply with records retention schedules issued by the TSLAC as provided by law.

Website Postings

The District's records management program shall address the length of time records will be posted on the District's website when the law does not specify a posting period.

Records Destruction Practices

All local government records shall be considered District property and any unauthorized destruction or removal shall be prohibited. The District shall follow its records control schedules, records management program, and all applicable laws regarding records destruction. However, the District shall preserve records, including electronically stored information, and suspend routine record destruction practices where appropriate and in accordance with procedures developed by the records management officer. Such procedures shall describe the circumstances under which local government records scheduled for destruction must be retained. Notification shall be given to appropriate staff when routine record destruction practices must be suspended and when they may be resumed.

Training

The records management officer shall receive appropriate training regarding the Local Government Records Act and shall ensure that custodians of records, as defined by law, and other applicable District staff are trained on the District's records management program, including this policy and corresponding procedures.

PROFESSIONAL DEVELOPMENT
REQUIRED STAFF DEVELOPMENT

DMA
(LOCAL)

The Superintendent shall recommend the District's professional development plan for all District employees. The Board shall annually review the professional development clearinghouse published by the State Board for Educator Certification (SBEC) and annually approve the District's professional development plan. The District's professional development plan must:

1. Be guided by the SBEC clearinghouse training recommendations;
2. Note any differences in the District's plan from the clearinghouse recommendations; and
3. Include a schedule of the required professional development for all District employees.

BASIC INSTRUCTIONAL PROGRAM
REQUIRED INSTRUCTION (ALL LEVELS)

EHAA
(LOCAL)

**Human Sexuality
Instruction**

The following process shall apply regarding the adoption of curriculum materials for the ~~District's~~ district's human sexuality instruction:

1. The Board shall adopt a resolution convening the District's school health advisory council (SHAC) to recommend curriculum materials for the instruction.
2. The SHAC shall hold at least two public meetings on the curriculum materials before adopting recommendations to present to the Board.
3. The SHAC recommendations must comply with the instructional content requirements in law, be suitable for the subject and grade level for which the materials are intended, and be reviewed by academic experts in the subject and grade level for which the materials are intended.
4. The SHAC shall present its recommendations to the Board at a public meeting.
5. After the Board ensures the recommendations from the SHAC meet the standards in law, the Board shall take action on the recommendations by a record vote at a public meeting.

**Instruction on
Prevention of Child
Abuse, Family
Violence, Dating
Violence, and Sex
Trafficking**

The following process shall apply regarding the adoption of curriculum materials for the District's instruction relating to the prevention of child abuse, family violence, dating violence, and sex trafficking:

1. The Board shall adopt a resolution convening the District's SHAC to recommend curriculum materials for the instruction.
2. The SHAC shall hold at least two public meetings on the curriculum materials before adopting recommendations to present to the Board.
3. The SHAC recommendations must comply with the instructional content requirements in law, be suitable for the subject and grade level for which the materials are intended, and be reviewed by academic experts in the subject and grade level for which the materials are intended.
4. The SHAC shall present its recommendations to the Board at a public meeting.
5. After the Board ensures the recommendations from the SHAC meet the standards in law, the Board shall take action on the recommendations by a record vote at a public meeting.

In accordance with administrative procedures, the District shall provide regular training opportunities for teachers of students with dyslexia that include new research and practices for educating students with dyslexia.

When a student transitions from early childhood intervention (ECI) to early childhood special education (ECSE) services, the District shall develop and implement an individualized education program (IEP) by the child's third birthday.

SPECIAL PROGRAMS
GIFTED AND TALENTED STUDENTS

EHBB
(LOCAL)

Referral	Students may be referred for the gifted and talented program at any time by teachers, school counselors, parents, or other interested persons.
Screening and Identification Process	The District shall provide assessment opportunities to complete the screening and identification process for referred students at least once per school year. The District shall schedule a gifted and talented program awareness session for parents that provides an overview of the assessment procedures and services for the program prior to beginning the screening and identification process.
Parental Consent	The District shall obtain written parental consent before any special testing or individual assessment is conducted as part of the screening and identification process. All student information collected during the screening and identification process shall be an educational record, subject to the protections set out in policies at FL.
Identification Criteria	The Board-approved program for the gifted and talented shall establish criteria to identify gifted and talented students. The criteria shall be specific to the state definition of gifted and talented and shall ensure the fair assessment of students with special needs, such as the culturally different, the economically disadvantaged, and students with disabilities.
Assessments	Data collected through both objective and subjective assessments shall be measured against the criteria approved by the Board to determine individual eligibility for the program. Assessment tools may include, but are not limited to, the following: achievement tests, intelligence tests, creativity tests, behavioral checklists completed by teachers and parents, student/parent conferences, and available student work products.
Selection	A selection committee shall evaluate each referred student according to the established criteria and shall identify those students for whom placement in the gifted and talented program is the most appropriate educational setting. The committee shall be composed of at least three professional educators who have received training in the nature and needs of gifted students, as required by law.
Notification	The District shall provide written notification to parents of students who qualify for services through the District's gifted and talented program. Participation in any program or services provided for gifted students shall be voluntary, and the District shall obtain written permission from the parents before placing a student in a gifted and talented program.

SPECIAL PROGRAMS
GIFTED AND TALENTED STUDENTS

EHBB
(LOCAL)

Reassessment	If the District reassesses students in the gifted and talented program, the reassessment shall be based on a student's performance in response to services and shall occur no more than once in elementary grades, once in middle school grades, and once in high school grades.
Transfer Students Interdistrict	When a student identified as gifted by a previous school district enrolls in the District, the selection committee shall review the student's records and conduct assessment procedures when necessary to determine if placement in the District's program for gifted and talented students is appropriate. [See FDD(LEGAL) for information regarding transfer students and the Interstate Compact on Educational Opportunities for Military Children]
Intradistrict	A student who transfers from one campus in the District to the same grade level at another District campus shall continue to receive services in the District's gifted and talented program.
Furloughs	The District may place on a furlough any student who is unable to maintain satisfactory performance or whose educational needs are not being met within the structure of the gifted and talented program. A furlough may be initiated by the District, the parent, or the student. In accordance with the Board-approved program, a furlough shall be granted for specified reasons and for a specified period of time. At the end of a furlough, the student may reenter the gifted and talented program, be placed on another furlough, or be exited from the program.
Exit Provisions	The District shall monitor student performance in response to gifted and talented program services. If at any time the selection committee or a parent determines it is in the best interest of the student to exit the program, the committee shall meet with the parent and student before finalizing an exit decision.
Appeals	A parent, student, or educator may appeal any final decision of the selection committee regarding selection for or exit from the gifted and talented program. Appeals shall be made first to the selection committee. Any subsequent appeals shall be made in accordance with FNG(LOCAL) beginning at Level Two.
Program Evaluation	The District shall annually evaluate the effectiveness of the District's gifted and talented program, and the results of the evaluation shall be used to modify and update the District and campus improvement plans. The District shall include parents in the evaluation process and shall share the information with Board members,

SPECIAL PROGRAMS
GIFTED AND TALENTED STUDENTS

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administrators, teachers, [school](#) counselors, students in the gifted and talented program, and the community.

Funding

The District's gifted and talented program shall address effective use of funds for programs and services consistent with the standards in the state plan for gifted and talented students.

~~The District shall annually report to the Texas Education Agency (TEA) regarding funding used to implement the District's gifted and talented program. The District shall annually certify to TEA:~~

- ~~1. The establishment of a gifted and talented program by the District; and~~
- ~~2. That the District's program is consistent with the state plan for gifted and talented students.~~

**Community
Awareness**

The District shall ensure that information about the District's gifted and talented program is available to parents and community members and that they have an opportunity to develop an understanding of and support for the program.

ACADEMIC ACHIEVEMENT
GRADUATION

EIF
(LOCAL)

Course Requirements	To graduate, a student must complete the courses required by the District in addition to those mandated by the state.
Foundation Program	The courses that satisfy District requirements under the foundation program, including courses for the distinguished level of achievement and courses for endorsements offered by the District, shall be listed in appropriate District publications.
Without an Endorsement	The District requires no additional credits beyond the number mandated by the state to graduate under the foundation program without an endorsement. Graduation under the foundation program without an endorsement shall be permitted only as authorized under state law and rules.
With an Endorsement	The District requires no additional credits beyond the number mandated by the state to graduate under the foundation program with an endorsement.
Distinguished Level of Achievement	The District requires no additional credits beyond the number mandated by the state to graduate under the foundation program with the distinguished level of achievement.
No Fine Arts Substitutions	The District shall not award state graduation credit in fine arts for participation in a community-based fine arts program.
Physical Education Substitutions	To the extent permitted by state rules, the District shall award state graduation credit in physical education for participation in approved activities and elective courses.
Activities and Courses	
Private or Commercial Programs	The District shall award state graduation credit in physical education for appropriate private or commercially sponsored physical activity programs conducted either on or off campus, upon approval by the commissioner of education. [See also EHAC]
Financial Aid Application Confirmation	As confirmation of a student's completion and submission of a free application for federal student aid (FAFSA) or a Texas application for state financial aid (TASFA), the District shall accept the following: 1. A screenshot that includes the processed date field in ApplyTexas Counselor Suite FAFSA data; 2. Notification, such as a copy of an email, from the United States Department of Education verifying completion of the FAFSA; 3. A copy or screenshot of the FAFSA acknowledgment page; 4. A screenshot of the TASFA submission acknowledgment page (from those institutions that offer an electronic form);

ACADEMIC ACHIEVEMENT
GRADUATION

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(LOCAL)

5. An acknowledgment receipt from an institution of higher education (IHE); or
6. A copy of a financial aid award letter from an IHE.

[For students who choose not to complete and submit a FAFSA or a TASFA, see EIF(LEGAL).]

The District shall maintain individual student documentation of the financial aid application requirement as an education record. [See FL]

**Trauma-Informed
Care Program**

The District's trauma-informed care program, as included in the District improvement plan, shall provide for the integration of trauma-informed care practices in the school environment, including increasing staff and parent awareness of trauma-informed care, implementation of trauma-informed practices and care by District and campus staff, and providing information about available counseling options for students affected by trauma or grief.

Training

The District shall provide training in trauma-informed care to District educators as required by law [and the Board-approved District professional development plan](#). The District improvement plan shall specify required training for any other District employees as applicable.

Annual Report

~~The District shall provide an annual report to the Texas Education Agency on the number of employees who have participated in trauma-informed care training.~~

STUDENT WELFARE
FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION

FFH
(LOCAL)

Note: This policy addresses discrimination, **including** harassment, and retaliation against District students. For provisions regarding discrimination, **including** harassment, and retaliation against District employees, see DIA. For reporting requirements related to child abuse and neglect, see FFG. Note that FFH shall be used in conjunction with FFI (bullying) for certain prohibited conduct.

**Statement of
Nondiscrimination**

~~The District prohibits discrimination, including harassment, against any student on the basis of race, color, religion, sex, gender, sexual orientation, national origin, age, disability, or any other basis prohibited by law. The District prohibits dating violence, as defined by this policy. Retaliation against anyone involved in the complaint process is a violation of District policy and is prohibited.~~

Discrimination

~~Discrimination against a student is defined as conduct directed at a student on the basis of race, color, religion, sex, gender, sexual orientation, national origin, age, disability, or any other basis prohibited by law, that adversely affects the student.~~

Prohibited Conduct

In this policy, the term “prohibited conduct” includes discrimination, harassment, dating violence, and retaliation as defined by this policy, even if the behavior does not rise to the level of unlawful conduct.

Prohibited conduct also includes sexual harassment as defined by Title IX. [See FFH(LEGAL)]

**Prohibited
Harassment**
**Prohibited
harassment**
**Statement of
Nondiscrimination**

The District prohibits discrimination, including harassment, against any student. Discrimination is defined as treating a student or group of students differently from similarly situated students on the basis of race, color, religion, sex, gender, sexual orientation, national origin, age, disability, or any other basis prohibited by law. One type of harassment this policy prohibits is dating violence, as defined below. Retaliation against anyone exercising their rights under this policy is a violation of District policy and is prohibited.

Harassment

Harassment of a student is defined as physical, verbal, or nonverbal conduct based on the student’s race, color, religion, sex, gender, sexual orientation, national origin, age, disability, or any other basis prohibited by law, when the conduct is so severe, persistent, or pervasive that the conduct:

1. Affects a student’s ability to participate in or benefit from an educational program or activity, or creates an intimidating, threatening, hostile, or offensive educational environment;

STUDENT WELFARE
FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION

FFH
(LOCAL)

2. Has the purpose or effect of substantially or unreasonably interfering with the student's academic performance; or
3. Otherwise adversely affects the student's educational opportunities.

~~Harassment~~~~Prohibited harassment~~ includes dating violence as defined by law and this policy.

Examples

Examples of prohibited harassment may include offensive or derogatory language directed at another person's religious beliefs or practices, accent, skin color, or need for accommodation; threatening, intimidating, or humiliating conduct; offensive jokes, name calling, slurs, or rumors; cyberharassment; physical aggression or assault; display of graffiti or printed material promoting racial, ethnic, or other negative stereotypes; or other kinds of aggressive conduct such as theft or damage to property.

**Title IX Sexual
Based Harassment**

As required by law, the District shall follow the procedures below at Response to **Title IX Sexual Harassment**—~~Title IX~~ upon a report of sex-based harassment, including sexual harassment, gender-based harassment, and dating violence, when such allegations, if proved, would meet the definition of sexual harassment **in an education program or activity and against a person in the United States** under Title IX. [See FFH(LEGAL)]

**Other Sexual
Harassment**

By an Employee

Sexual harassment of a student by a District employee includes both welcome and unwelcome sexual advances; requests for sexual favors; sexually motivated physical, verbal, or nonverbal conduct; or other conduct or communication of a sexual nature when:

1. A District employee causes the student to believe that the student must submit to the conduct in order to participate in a school program or activity, or that the employee will make an educational decision based on whether or not the student submits to the conduct; or
2. The conduct is so severe, persistent, or pervasive that it:
 - a. Affects the student's ability to participate in or benefit from an educational program or activity, or otherwise adversely affects the student's educational opportunities; or
 - b. Creates an intimidating, threatening, hostile, or abusive educational environment.

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FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION

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(LOCAL)

Romantic or other inappropriate social relationships between students and District employees are prohibited. Any sexual relationship between a student and a District employee is always prohibited, even if consensual. [See DH]

By Others

Sexual harassment of a student, including harassment committed by another student, includes unwelcome sexual advances; requests for sexual favors; or sexually motivated physical, verbal, or nonverbal conduct when the conduct is so severe, persistent, or pervasive that it:

1. Affects a student's ability to participate in or benefit from an educational program or activity, or creates an intimidating, threatening, hostile, or offensive educational environment;
2. Has the purpose or effect of substantially or unreasonably interfering with the student's academic performance; or
3. Otherwise adversely affects the student's educational opportunities.

Examples

Examples of sexual harassment of a student may include sexual advances; touching intimate body parts or coercing physical contact that is sexual in nature; jokes or conversations of a sexual nature; and other sexually motivated conduct, contact, or communications, including electronic communication.

Necessary or permissible physical contact such as assisting a child by taking the child's hand, comforting a child with a hug, or other physical contact not reasonably construed as sexual in nature is not sexual harassment.

Gender-Based Harassment

Gender-based harassment includes physical, verbal, or nonverbal conduct based on the student's gender, the student's expression of characteristics perceived as stereotypical for the student's gender, or the student's failure to conform to stereotypical notions of masculinity or femininity. For purposes of this policy, gender-based harassment is considered prohibited harassment if the conduct is so severe, persistent, or pervasive that the conduct:

1. Affects a student's ability to participate in or benefit from an educational program or activity, or creates an intimidating, threatening, hostile, or offensive educational environment;
2. Has the purpose or effect of substantially or unreasonably interfering with the student's academic performance; or
3. Otherwise adversely affects the student's educational opportunities.

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FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION

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(LOCAL)

Examples	Examples of gender-based harassment directed against a student, regardless of the student's or the harasser's actual or perceived sexual orientation or gender identity, may include offensive jokes, name-calling, slurs, or rumors; cyberharassment; physical aggression or assault; threatening or intimidating conduct; or other kinds of aggressive conduct such as theft or damage to property.
Dating Violence	Dating violence occurs when a person in a current or past dating relationship uses physical, sexual, verbal, or emotional abuse to harm, threaten, intimidate, or control the other person in the relationship. Dating violence also occurs when a person commits these acts against a person in a marriage or dating relationship with the individual who is or was once in a marriage or dating relationship with the person committing the offense. For purposes of this policy, dating violence is considered prohibited harassment if the conduct is so severe, persistent, or pervasive that the conduct: 1. Affects a student's ability to participate in or benefit from an educational program or activity, or creates an intimidating, threatening, hostile, or offensive educational environment; 2. Has the purpose or effect of substantially or unreasonably interfering with the student's academic performance; or 3. Otherwise adversely affects the student's educational opportunities.
Examples	Examples of dating violence against a student may include physical or sexual assaults; name-calling; put-downs; or threats directed at the student, the student's family members, or members of the student's household. Additional examples may include destroying property belonging to the student, threatening to commit suicide or homicide if the student ends the relationship, attempting to isolate the student from friends and family, stalking, threatening a student's spouse or current dating partner, or encouraging others to engage in these behaviors.
Reporting Procedures	Any student who believes that he or she has experienced prohibited conduct and any person who believes that a another student has experienced prohibited conduct should immediately report the alleged acts to a teacher, school counselor, principal, other District employee, or the appropriate District official listed in this policy.
Student Report	
Employee Report	Any District employee who suspects or receives direct or indirect notice that a student or group of students has or may have experienced prohibited conduct shall immediately notify the appropriate District official listed in this policy and take any other steps required by this policy.

STUDENT WELFARE
FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION

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(LOCAL)

Definition of District Officials	For the purposes of this policy, District officials are the Title IX coordinator, the ADA/Section 504 coordinator, and the Superintendent.
<i>Title IX Coordinator</i>	Reports of discrimination based on sex, including sexual harassment, gender-based harassment, or dating violence, may be directed to the designated Title IX coordinator for students. [See FFH(EXHIBIT)]
<i>ADA / Section 504 Coordinator</i>	Reports of discrimination based on disability may be directed to the designated ADA/Section 504 coordinator for students. [See FFH(EXHIBIT)]
<i>Superintendent</i>	The Superintendent shall serve as coordinator for purposes of District compliance with all other nondiscrimination laws.
Alternative Reporting Procedures	An individual shall not be required to report prohibited conduct to the person alleged to have committed the conduct. Reports concerning prohibited conduct, including reports against the Title IX coordinator or ADA/Section 504 coordinator, may be directed to the Superintendent. A report against the Superintendent may be made directly to the Board. If a report is made directly to the Board, the Board shall appoint an appropriate person to conduct an investigation.
Timely Reporting	To ensure the District's prompt investigation, reports of prohibited conduct shall be made as soon as possible after the alleged act or knowledge of the alleged act.
Notice to Parents	The District official or designee shall promptly notify the parents of any student alleged to have experienced prohibited conduct by a District employee or another adult. [For parental notification requirements regarding an allegation of educator misconduct with a student, see FFF.] When the District receives a report of prohibited conduct that includes dating violence, the appropriate District official shall immediately notify the parent or guardian of the student who has been identified in the report as the alleged victim or perpetrator.
Investigation of Reports Other Than Title IX	The following procedures apply to all allegations of prohibited conduct other than allegations of harassment prohibited by Title IX. [See FFH(LEGAL)] For allegations of sex-based harassment that, if proved, would meet the definition of sexual harassment under Title IX, including sexual harassment, gender-based harassment, and dating violence, see the procedures below at Response to Title IX Sexual Harassment— Title IX .

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	The District may request, but shall not require, a written report. If a report is made orally, the District official shall reduce the report to written form.
Initial Assessment	Upon receipt or notice of a report, the District official shall determine whether the allegations, if proved, would constitute prohibited conduct as defined by this policy. If so, the District shall immediately undertake an investigation, except as provided below at Criminal Investigation. If the District official determines that the allegations, if proved, would not constitute prohibited conduct as defined by this policy, the District official shall refer the complaint for consideration under FFI.
Interim Action	If appropriate and regardless of whether a criminal or regulatory investigation regarding the alleged conduct is pending, the District shall promptly take interim action calculated to address prohibited conduct or bullying prior to the completion of the District's investigation.
District Investigation	The investigation may be conducted by the District official or a designee, such as the principal, or by a third party designated by the District, such as an attorney. When appropriate, the principal shall be involved in or informed of the investigation. The investigation may consist of personal interviews with the person making the report, the person against whom the report is filed, and others with knowledge of the circumstances surrounding the allegations. The investigation may also include analysis of other information or documents related to the allegations.
Criminal Investigation	If a law enforcement or regulatory agency notifies the District that a criminal or regulatory investigation has been initiated, the District shall confer with the agency to determine if the District investigation would impede the criminal or regulatory investigation. The District shall proceed with its investigation only to the extent that it does not impede the ongoing criminal or regulatory investigation. After the law enforcement or regulatory agency has finished gathering its evidence, the District shall promptly resume its investigation.
Concluding the Investigation	Absent extenuating circumstances, such as a request by a law enforcement or regulatory agency for the District to delay its investigation, the investigation should be completed within ten District business days from the date of the report; however, the investigator shall take additional time if necessary to complete a thorough investigation.

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	The investigator shall prepare a written report of the investigation. The report shall include a determination of whether prohibited conduct or bullying occurred. The report shall be filed with the District official overseeing the investigation.
<i>Notification of Outcome</i>	Notification of the outcome of the investigation shall be provided to both parties in compliance with FERPA.
<i>District Action Prohibited Conduct</i>	If the results of an investigation indicate that prohibited conduct occurred, the District shall promptly respond by taking appropriate disciplinary action in accordance with the Student Code of Conduct and may take corrective action reasonably calculated to address the conduct.
<i>Corrective Action</i>	Examples of corrective action may include a training program for those involved in the report, a comprehensive education program for the school community, counseling to the victim and the student who engaged in prohibited conduct, follow-up inquiries to determine if any new incidents or any instances of retaliation have occurred, involving parents and students in efforts to identify problems and improve the school climate, increasing staff monitoring of areas where prohibited conduct has occurred, and reaffirming the District's policy against discrimination, and harassment, and retaliation.
<i>Bullying</i>	If the results of an investigation indicate that bullying occurred, as defined by FFI, the District official shall refer to FFI for appropriate notice to parents and District action. The District official shall refer to FDB for transfer provisions.
<i>Improper Conduct</i>	If the investigation reveals improper conduct that did not rise to the level of prohibited conduct or bullying, the District may take disciplinary action in accordance with the Student Code of Conduct or other corrective action reasonably calculated to address the conduct.
<i>Confidentiality</i>	To the greatest extent possible, the District shall respect the privacy of the complainant, persons against whom a report is filed, and witnesses. Limited disclosures may be necessary in order to conduct a thorough investigation and comply with applicable law.
<i>Appeal</i>	A student or parent who is dissatisfied with the outcome of the investigation may appeal through FNG(LOCAL), beginning at the appropriate level. A student or parent has the shall be informed of his or her right to file a complaint with the United States Department of Education Office for Civil Rights.

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(LOCAL)

**Response to Title IX
Sexual Harassment–
Title IX**

General Response

For purposes of the District's response to reports of harassment prohibited by Title IX, definitions can be found in FFH(LEGAL).

When the District receives notice or an allegation of conduct that, if proved, would meet the definition of sexual harassment under Title IX, the Title IX coordinator shall promptly contact the complainant to:

- Discuss the availability of supportive measures and inform the complainant that they are available, with or without the filing of a formal complaint;
- Consider the complainant's wishes with respect to supportive measures; and
- Explain to the complainant the option and process for filing a formal complaint.

The District's response to sexual harassment shall treat complainants and respondents equitably by offering supportive measures to both parties, as appropriate, and by following the Title IX formal complaint process before imposing disciplinary sanctions or other actions that are not supportive measures against a respondent.

If a formal complaint is not filed [or dismissed](#), the District reserves the right to investigate and respond to prohibited conduct in accordance with Board policies and the Student Code of Conduct. [The Title IX coordinator also reserves the right to sign a formal complaint, initiating the Title IX grievance process, if it would be deliberately indifferent not to investigate and respond to the prohibited conduct in accordance with Board policies and the Student Code of Conduct.](#)

Title IX Formal
Complaint Process

To distinguish the process described below from the District's general grievance policies [see DGBA, FNG, and GF], this policy refers to the grievance process required by Title IX regulations for responding to formal complaints of sexual harassment as the District's "Title IX formal complaint process."

The Superintendent shall ensure the development of a Title IX formal complaint process that complies with legal requirements. [See FFH(LEGAL)] The formal complaint process shall be posted on the District's website. In compliance with Title IX regulations, the District's Title IX formal complaint process shall address the following basic requirements:

1. Equitable treatment of complainants and respondents;
2. An objective evaluation of all relevant evidence;

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3. A requirement that the Title IX coordinator, investigator, decision-maker, or any person designated to facilitate an informal resolution process not have a conflict of interest or bias;
4. A presumption that the respondent is not responsible for the alleged sexual harassment until a determination is made at the conclusion of the Title IX formal complaint process;
5. Time frames that provide for a reasonably prompt conclusion of the Title IX formal complaint process, including time frames for appeals and any informal resolution process, and that allow for temporary delays or the limited extension of time frames with good cause and written notice as required by law;
6. A description of the possible disciplinary sanctions and remedies that may be implemented following a determination of responsibility for the alleged sexual harassment;
7. A statement of the standard of evidence to be used to determine responsibility for all Title IX formal complaints of sexual harassment;
8. Procedures and permissible bases for the complainant and respondent to appeal a determination of responsibility or a dismissal of a Title IX formal complaint or any allegations therein;
9. A description of the supportive measures available to the complainant and respondent;
10. A prohibition on using or seeking information protected under a legally recognized privilege unless the individual holding the privilege has waived the privilege;
11. Additional formal complaint procedures in 34 C.F.R. 106.45(b), including written notice of a formal complaint, consolidation of formal complaints, recordkeeping, and investigation procedures; and
12. Other local procedures as determined by the Superintendent.

Standard of
Evidence

The standard of evidence used to determine responsibility in a Title IX formal complaint of sexual harassment shall be the preponderance of the evidence.

Retaliation

The District prohibits retaliation by a student or District employee against a student alleged to have experienced discrimination or harassment, including dating violence, or another student who, in good faith, makes a report of harassment or discrimination, files a complaint of harassment or discrimination, serves as a witness, or participates in an investigation. The definition of prohibited retaliation under this policy also includes retaliation against a student

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who refuses to participate in any manner in an investigation under Title IX. [In the absence of a formal complaint, allegations of retaliation shall be investigated under Investigation of Reports Other Than Title IX, above.](#)

Examples

Examples of retaliation may include threats, intimidation, coercion, rumor spreading, ostracism, assault, destruction of property, unjustified punishments, or unwarranted grade reductions. Unlawful retaliation does not include petty slights or annoyances.

False Claim

A student who intentionally makes a false claim or offers false statements in a District investigation regarding discrimination or harassment, including dating violence, shall be subject to appropriate disciplinary action in accordance with law.

Records Retention

The District shall retain copies of allegations, investigation reports, and related records regarding any prohibited conduct in accordance with the District's records control schedules, but for no less than the minimum amount of time required by law. [See CPC]

[For Title IX recordkeeping and retention provisions, see FFH(LEGAL) and the District's Title IX formal complaint process.]

Access to Policy and Procedures

Information regarding this policy and any accompanying procedures shall be distributed annually in the employee and student handbooks. Copies of the policy and procedures shall be posted on the District's website, to the extent practicable, and readily available at each campus and the District's administrative offices.

HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: September 26, 2022

Subject: Hays CISD Energy Star Recognition

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:

Operate comfortable, efficient facilities.

D. Summary:

☐ Previous board action relating to this item -

☐ Future action anticipated –

☒ Background information –

Hays CISD has pursued resource efficiency for many years including efficient HVAC controls and equipment. In September 2019 Hays CISD partnered with Cenergistic to continue refining the process. Since partnering with Cenergistic, Hays CISD has reduced energy consumption by approximately 14%.

We believe the success of the program is rooted in the combination of the “boots on the ground” audits conducted by our dedicated Cenergistic Energy Specialist, the majority of which are conducted during unoccupied and setback periods, and their cadre of technical energy experts.

The District added approximately 500,000 square feet of new buildings during the program implementation period without increasing the utility spend. Utility spend per square foot decreased from \$1.09 in the base year to around \$0.85 in the last reporting period.

We are also pleased to announce that 25 campuses qualify for the Energy Star Designation.

The following information from the United States Environmental Protection Agency demonstrates why this is considered a standard worth recognition:

What is ENERGY STAR?

For more than 20 years, the US Environmental Protection Agency’s ENERGY STAR program has identified the most energy-efficient products, buildings, plants, and new homes – all based on the latest government-backed standards.

The program was created in 1992 to help businesses and individuals save energy and fight climate change. Today, every ENERGY STAR label is verified by a rigorous third-party certification process.

What does ENERGY STAR certification signify?

ENERGY STAR certified buildings and plants are verified to perform in the top 25 percent of buildings nationwide, based on weather-normalized source energy performance and many other metrics, including occupancy, hours of operation, and more.

ENERGY STAR is the only environmental program in the United States that certifies energy efficiency based on actual, verified energy performance and objective measures of performance, providing a guarantee of savings.

ENERGY STAR certified buildings and plants use an average 35 percent less energy, cause an average 35 percent fewer greenhouse gas emissions, and are less expensive to operate than their peers, and they also meet strict requirements regarding occupant comfort. ENERGY STAR is recognized by more than 90 percent of the American public and tied with the Good Housekeeping® seal as the most influential consumer emblem in the nation.

How prominent is the ENERGY STAR?

Since the first building earned the ENERGY STAR in 1999, tens of thousands of buildings and plants across America have earned ENERGY STAR certification.

ENERGY STAR certified buildings and plants are located in all 50 states and come in all shapes and sizes, from the Empire State Building to small, locally owned businesses.

Currently, there are more than 20 types of commercial and industrial facilities that can earn the ENERGY STAR, including office buildings, schools, supermarkets, retail stores, hospitals, medical office buildings, and more.

More than half of the Fortune100® are ENERGY STAR partners, committed to protecting the environment through benchmarking and certification.

In addition to celebrating the campus achievements, we commend Albert Flores, Director of Mechanical, Electric, and Plumbing (MEP) and his team of service technicians for their dedication and effort to make this program successful.

Operations staff thanks the Board for their continued support,

E. Suggested Motion:

No action needed - information only

HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: September 26, 2022

Subject: 2022 Bond Project – Academic Support Center Design Development (DD)

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:

Deliver timely, cost effective facilities.

D. Summary:

☒ Previous board action relating to this item

On August 29, 2022, the Board approved the Schematic Design (SD) for the project.

☐ Future action anticipated -

☒ Background information –

The 2022 Bond contains provisions for the construction of a new Academic Support Center (ASC) which will become the new home for the Board, Superintendent, Curriculum & Instruction, Special Education, Human Resources, Benefits, Finance, Payroll, Safety & Security, Communications, Technology, and Operations. The proximity of these workspaces will enhance productivity and increase customer satisfaction.

The programming for this building began in 2020 with the A&E Design Group.

The original schematic design (SD) was presented to the voters in a 2021 Bond proposition, which was not successful.

The A&E Design Group continued the design process and produced a revised layout which was approved by the voters in May 2022. Since that time, A&E Design Group has partnered with OCR to deliver the project.

The Project Team wishes to provide additional information and receive input from the Board regarding design elements for the project.

E. Comments Received:

☒ Cabinet

☐ DLT

☐ FBOC

☐ Teacher Org. Reps.

☒ Other: Campus Staff

F. Monitoring and Reporting Time Line:

Person responsible for evaluating this decision or action: Max Cleaver, Mike Garcia

Evaluation method and time line:

Next report to the board:

Date	Action
October 2022	Board consideration of Design Development (DD) for complete project & Construction Documents (CD) for GMP 1(Site work, foundation, early release & long lead items)
November 2022	Board review of initial pricing information for GMP 1 and CD for GMP 2 (Remainder of the work)
December 2022	Board Consideration of GMP 1 and CD for GMP 2
February 2023	Board Consideration of GMP 2
February 2024	Substantial Completion of Phase 1 (Main Building, Data Center, parking, fuel point)
June 2024	Substantial Completion of Phase 2 (Demolition of other structures and parking)

- G. Suggested Motion:**
No action needed - information only.

HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: September 26, 2022

Subject: First Reading – Proposed Revision to Policy FNCE(LOCAL)

Administrator Responsible/Position: Marivel Sedillo, Deputy Superintendent / Chief Academic Officer, Jesus Gomez, Deputy Academic Officer and Brian Dawson, Director of Student Services

A. Purpose of Agenda Item:

☐ Action needed

☒ Information only

☐ Receive input

B. Authority for This Action:

☒ Local Policy: CW (Local)

☐ Law or Rule

☐ N/A

C. Goal or Need Addressed:

Our goal is for the Board of Trustees to review the proposed revisions to policy FNCE(LOCAL)

D. Summary:

☐ Previous board action relating to this item - None

☐ Future action anticipated – Second Reading at the October 17th Board Agenda Workshop and consideration and possible approval of the proposed revisions to FNCE(LOCAL) at the October 24th Board Business Meeting.

☐ Background information – District administration is proposing revisions to policy FNCE(LOCAL). If a student's phone is confiscated during the instructional day, the administration would like for the student to obtain their cell phone after school for safety purposes.

E. Comments Received:

☒ Cabinet

☐ DLT

☐ FBOC

☐ Teacher Org. Reps.

☐ Other

F. Monitoring and Reporting TimeLine:

Person responsible for evaluating this decision or action— Marivel Sedillo, Deputy Superintendent / Chief Academic Officer

G. Attachment: DRAFT Policy FNCE(LOCAL) showing mark-up of proposed change.

H. Suggested Motion:

No action needed – Information only

PROPOSED REVISIONS 9.13.22

Note: For searches of personal telecommunications devices or other personal electronic devices, see FNF.

Personal Use

Tele- communications Devices

An authorized District employee may confiscate a personal telecommunications device, including a mobile telephone, used in violation of applicable campus rules.

A confiscated personal telecommunications device may be released for a fee not to exceed \$10.00. In accordance with the student handbook, the student may be able to pick up their device after school ~~or the student's parent may retrieve a device after paying the fee.~~

If a personal telecommunications device is not retrieved, the District shall dispose of the device after providing notice required by law.

Other Electronic Devices

Guidelines regarding other personal electronic devices shall be addressed in the student handbook.

Instructional Use

A student shall obtain prior approval before using personal telecommunications or other personal electronic devices for on-campus instructional purposes. The student shall also acknowledge receipt and understanding of applicable regulations and shall sign the appropriate user agreements. [See CQ]

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

Date: September 26, 2022

Subject: August 31, 2022 Financial Statements

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. Summary:

☒ Previous board action relating to this item - Monthly

☒ Background information – A separate summary is attached with the financials. The financials will be uploaded via board blog prior to the regular meeting.

D. Comments Received:

☒ Cabinet

☐ DLT

☐ FBOC

☐ Teacher Org. Reps.

☐ Other

E. Administrative Recommendation:

There is no board action necessary. The monthly financial statements are presented as an information item.

F. Fiscal Impact and Cost: Amount: N/A – Information only

☐ Budget

☐ Bond

☐ Grant/Special Funds

☐ Other

G. Suggested Motion:

No action needed – Information only

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

Date: September 19, 2022

Subject: Update on bond, construction, and renovation projects in the district

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 – CV(LOCAL)

☐ Law or Rule

☐ N/A

C. Summary:

☐ Previous board action relating to this item -

☒ Future action anticipated – As needed

☒ Background information - The board needs to monitor the progress of the bond projects and other construction projects to ensure the contract with the community is fulfilled.

D. Comments Received:

☒ Cabinet

☐ DLT

☐ FBOC

☐ Teacher Org. Reps.

☐ Other

All agenda items are reviewed by Superintendent's Cabinet.

E. Administrative Recommendation: N/A

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



H A Y S C I S D

BOARD OF TRUSTEES OPERATING PROCEDURES

2022–2023 School Year





BOARD OF TRUSTEES

OPERATING PROCEDURES

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Note: This document is intended to assist Board Members and administrators in carrying out their duties. It is not enforceable by third-parties. In the event of an apparent conflict between this document and Board policy, Board policy prevails.



OUR MISSION STATEMENT

The mission of Hays CISD is to educate, value, and nurture students through innovative and personalized educational experiences while celebrating our diversity.

OUR VISION STATEMENT

All Hays CISD learners will be:

- Highly sought-after for college, career, or military
- Prepared for life and responsible citizenship
- Effective communicators and collaborators
- Resourceful and creative problem solvers

ALL TRUSTEES TAKE THE OATH OF OFFICE



OUR BELIEFS

We believe:

- Decision-making is student-focused
- All students have the capacity to learn and be successful
- A safe and secure environment is essential
- Success is a shared investment that includes learners, educators, families, and the community
- In being an unrivaled employee-friendly organization
- The allocation of resources will support high-quality learning
- High expectations for all lead to high achievement
- Open communication, transparency, and accountability build trust
- Success is dependent upon a commitment to lifelong learning
- Diverse and differentiated opportunities further learning
- Student success includes a well-rounded education that goes beyond standardized testing



TRUSTEES INSPIRE STUDENTS TO PLAN FOR THE FUTURE

SOCIAL CONTRACT

THE BOARD WILL:

SERVE AS DISTRICT AMBASSADORS

ASSUME **POSITIVE** AND NOBLE INTENTIONS

COLLABORATE AS A **TEAM** AND RESPECT THE BODY CORPORATE

PROMOTE DISCUSSION AND **RESPECT** EACH OTHER'S PERSPECTIVES

BE **PROFESSIONAL**

ETHICAL STANDARDS

Equity in attitude

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

Trustworthiness in stewardship

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

Honor in conduct

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

Integrity of character

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



Commitment to service

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

Student-centered focus

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

BOARD MEETINGS AND BOARD MEMBER CONDUCT

- The board shall conduct meetings guided by the parliamentary procedures in the most current edition of Robert's Rules of Order for Small Boards.
- Anytime four (4) or more Board Members are gathered to discuss school district business, it is considered a meeting.

TRUSTEES HONOR TEACHERS FOR THEIR HARD WORK



- Failure to post such a meeting is considered a violation of the Texas Open Meetings Act.
- Board Members are expected to attend and participate in duly called meetings. Board Members should come to the board meetings prepared to discuss and take action on all items on the agenda.

At a minimum, each Board Member is expected to have done the following prior to arrival at every board meeting:

- Studied the material in the board packet sent to them prior to the meeting.
- When possible, resolve questions beforehand by contacting the Superintendent or administrative staff. Board Member inquiries of staff shall be limited to Superintendent's Cabinet and responses will be distributed to all Board Members.



DEVELOPING THE BOARD MEETING AGENDA

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.

TRUSTEES SUPPORT COLLABORATIVE INSTRUCTION



- 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 workdays 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 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. At, or close to the beginning of each school year, this agenda content calendar, including references to impacted policies and performance goals, will be presented to the Board at an agenda workshop meeting for Board review.
- 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. Questions regarding supporting documents should be directed to the Superintendent, or a member of the Superintendent's Cabinet, with a copy to the Executive Assistant 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 Thursday 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 by the Monday meeting with a copy of the questions and answers included in the dais folders.

Ref Policy BE

TRUSTEES ENCOURAGE STUDENTS TO CONTINUE THEIR EDUCATION



HOW TO PREPARE FOR BOARD MEETINGS

The Superintendent will ensure that supporting information required for informed decision- making is prepared in advance when possible and included in the board meeting agenda packet.

The Superintendent will ensure that agenda packets are distributed to Board Members at least three days before scheduled board meetings.

Board Members will prepare to address agenda items by doing the following:

1. Reading agenda packet materials before each board meeting.
2. Calling or emailing the Superintendent with questions about agenda items or background information before 12:00 PM on the scheduled board meeting day for Workshop meetings.
3. Reading responses to questions submitted to the Board.

Receiving answers to questions in advance does not preclude Board Members from asking relevant questions about agenda items during board meetings.

Ref policy BE (LEGAL)



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
- 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 may be acted upon by one vote without separate discussion. A Board Member may request that an item be withdrawn for individual consideration.

TRUSTEES ATTEND COMMUNITY EVENTS



TRANSACTING BUSINESS

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 vote of the Board Corporate, and individually respect that vote. Board Members are strongly encouraged to state the reason why they are abstaining or voting no on an item.

Ref Policy BBE



BOARD WORKSHOPS

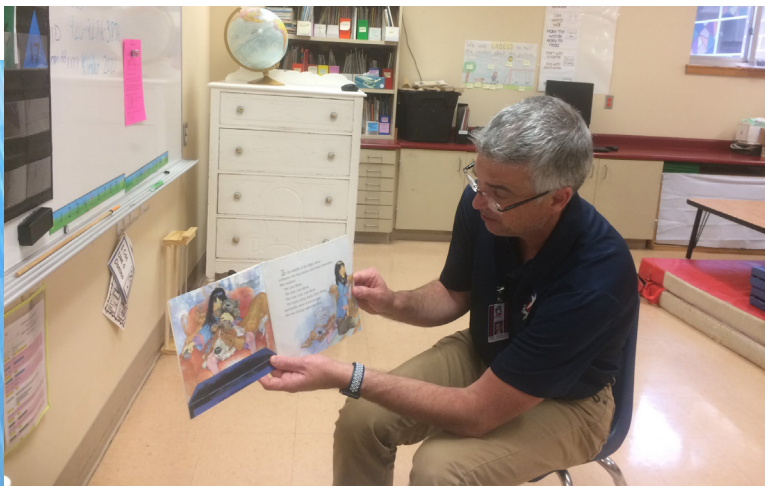
The Board will conduct Special Meetings/Board Workshops as needed. The workshop format is intended to allow the Administration to present information to the Board that is:

- 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 allow 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.



**HAYS CISD
PROMOTES
STUDENT
SUCCESS AT
ALL LEVELS**

CLOSED SESSION

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.



Topics that can be discussed in closed session include the following:

- Attorney Consultation Gov't Code 551.071
- Real Property Gov't Code 551.072
- Prospective Gift Gov't Code 551.073
- Personnel Matters. Gov't Code 551.074
 - Employee-Employee Complaints Gov't Code 551.082
 - Student Discipline Gov't Code 551.082
- Personally Identifiable Student Information Gov't Code 551.0821
- Medical or Psychiatric Records Gov't Code 551.0785
- Security-Personnel, infrastructure and devices Gov't Code 551.076, Government Code 2059.055(b); Gov't Code 551.089 Education Code 39.030(a)
- Emergency Management Government Code 418.175–418.182, Gov't Code 418.183(f)
- Economic Development Gov't Code 551.087

Given the legal and sensitive nature of closed sessions, the members of the Board understand that the law requires that all such sessions are strictly confidential.

No person other than Board Members and the Superintendent is entitled to attend or participate in executive sessions.

Board Members will comply with the confidentiality requirements of closed sessions and will respect the privacy right of individuals when dealing with confidential information gained through association with the district.

Others may be invited to participate by consent of the board president and Superintendent. For the purpose of discussing his or her employment or job performance, and/or consultation with the board attorney, the board may exclude the Superintendent from a closed session.

Members will not disclose or comment on the discussion in closed session other than to restate what is posted on the agenda.

If it is in the interests of the district for a statement to be made regarding a closed-session discussion, the board president will compose an official public statement that meets with the approval of a majority of the board. Any such statement must comply with the limitations of the law.

BOARD COMMITTEES

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 or attend such committees, except the Board and Superintendent Student Advisory Panel, unless otherwise provided by federal or state law, or approved by the Board.

Ref Policy BDB

HOW TO REQUEST INFORMATION ABOUT MEETING AGENDA ITEMS

Members are encouraged to ask for information related to meeting agenda items prior to the scheduled meeting.

Any questions about agenda items or requests for additional information about them will be directed to the Superintendent or Superintendent's Cabinet and responses will be distributed to all Board Members. Requests for information or questions about any agenda item will be made by noon on the scheduled board meeting day.



**TRUSTEES
SERVE AS
MENTORS FOR
STUDENTS**

If a written report is provided in response to the request, all Board Members will receive a copy of both the request and report prior to the opening of the meeting.

Board Members may discuss the information provided or ask additional questions about the agenda item in the meeting.

The Superintendent and his Cabinet will make every attempt to communicate the answers to the questions to Board Members prior to the meeting with a copy of the questions and answers included in the dais folders.



HOW TO REQUEST INFORMATION NOT RELATED TO AGENDA ITEMS

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

TRUSTEES HAVE INTEGRITY OF CHARACTER



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.

Ref Policy BBE



HOW TO VISIT CAMPUSES AS A BOARD MEMBER

- Board Members are encouraged to attend any and all school events as their time permits, and to show support for 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.
- When visiting with teachers of their own children, Board Members will make it clear that they are acting as parents rather than as Board Members.

Ref Policies GKA (LEGAL), BBF (LOCAL), and BBFA (LEGAL)

ORIENTATION OF NEW BOARD MEMBERS

- A new Board Member will have a meeting with staff for their name badge and other generic, logistical information by their first board meeting. The Board President will review a recent agenda packet prior to their first meeting.
- As a supplement to the information provided in relation to his/her candidacy, a district orientation for a new Board Member will be scheduled to begin by the first Board meeting of the date a new Board Member takes the Oath of Office.
- At a minimum, the Superintendent and Board President will participate in the orientation. Additional administrative staff will be included to provide specific information about the district.



**TRUSTEES
HAVE
COMMITMENT
TO SERVICE**



The orientation should include, but will not be limited to the following:

- Board Operating Procedures and Board Policies.
- Superintendent's overview of district administrative organization.
- Training to access district electronic communications.
- District budget overview.
- Board annual calendar and briefing of upcoming events.
- Expense reimbursement procedures.
- Media and communications training.
- Framework for School Board Development from SBOE.

The Board President will assign new Board Members an existing Board Member who will serve as a mentor.

TAXPAYER TUESDAY OFFERS A GLIMPSE INTO SCHOOL ACTIVITIES



BOARD DEVELOPMENT

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 not to exceed 5,000 annually or per year per Board Member. All costs for additional training will be the responsibility of the individual Board Member unless reviewed and approved by Board President and Secretary.

Board Memberships to any and all associations shall be brought to the Board for discussion and approval. Board Members should be familiar with district policies, especially their duties as defined in policies BAA (LEGAL) and BAA (LOCAL).

The board will annually review its Board Operating Procedures and Board Ethics Policy BBF (LOCAL). By October, the board will conduct a self-evaluation in closed session. Adherence to Board Operating Procedures will be considered as part of the evaluation instrument.



BOARD TRAINING REQUIREMENTS



New Board Members Only

- ☐ Local District Orientation
 - ☐ Texas Education Code
 - ☐ Open Meetings Act
 - ☐ Public Information Act
- Watch for required timelines*

New from the 87th Legislature

- ☐ School Safety

Every Year

- ☐ Cybersecurity
 - ☐ Team Building
- Additional Continuing Education
(10 or 5 hours)

Every Two Years

- ☐ Update to the TX Ed Code
- ☐ Evaluating and Improving Student Outcomes
- ☐ Sexual Abuse and Human Trafficking



TRUSTEES VALUE STUDENT VOICES

ELECTING BOARD OFFICERS

The Board shall elect a President, a Vice President, and a Secretary who shall be members of the Board. The Board may assign a District employee to provide clerical assistance to the Board. Officers shall be elected by a majority vote of the members present and voting.

The members of the Board shall organize by selecting:

1. A president, who shall be a member of the Board – Presides as chair over meetings.
 2. A vice president, who shall be a member of the Board – Fills in as chair if President is unable to attend or chair a meeting.
 3. A secretary, records requests for information from trustees.
 4. Such other officers and committees as the Board may deem necessary Education Code 11.061(c).
 5. A majority of the Board may call for officer elections at any time during the year if they deem it necessary.
 6. No officer can hold office without serving a minimum of one year on the Board.
 7. Discussions related to reorganization and election of officers may be discussed in closed session.
- A vacancy among officers of the Board shall be filled by majority action of the Board.



PUBLIC PARTICIPATION IN BOARD MEETINGS

The Board shall provide for public comment at each meeting, including all regular and special meetings. 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 may be complete and in sufficient detail, as to determine the appropriateness of the topic prior to addressing the Board. Comments on posted agenda items may be taken first. Comments on non-agenda items may 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.

**TRUSTEES
VALUE ALL
VOICES AND
COMMUNITY
INPUT**



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 board designates the president as its spokesperson if a response to the speaker is required. The president will limit responses to those allowed by law:

- Statements of fact
- References to board policy



The Presiding Officer shall determine the time limitation for each speaker, based on the number of individuals signed up to speak in the 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.

Ref Policy BED



**WE ARE
STRONGER
TOGETHER**

COMMUNICATION WITH TEAM MEMBERS BETWEEN MEETINGS

The Superintendent and/or Superintendent's office will continue to communicate with Board Members as information becomes available on the following:

- District events
- Progress reports on board goals and directives
- Follow-up reports in answer to Board Member questions
- Updates on administrative matters or district operations



The Superintendent will communicate requested information to all Board Members in as timely a manner as possible without interfering with the regular conduct of district business. The Superintendent is the liaison between the Board and district staff. The only employee the Board is responsible for directing is the Superintendent. The Superintendent will direct the activities of all district staff.

Board Members are encouraged to set up biweekly or monthly meetings to update, discuss or receive clarification on any district-wide or campus topics. Board Members should be mindful and respectful of the Superintendent's time and limit all nonemergency communication outside of these scheduled meetings. Board Members may communicate with other individual members for purposes of asking questions, clarifying information, or socializing under circumstances that do not conflict with or circumvent the Texas Open Meetings Act.

Board Members may not communicate with other individual members for purposes of soliciting votes in support of or opposition to items of business that may come before the board.

Board Members who wish to share information relevant to district business or issues scheduled to come before the board will relay the information to the board president for placement on a future agenda or to the Superintendent for distribution to all members in board blog.

Ref Policy BE (LEGAL)

COMMUNICATION WITH THE MEDIA

The board president or, in his or her absence, the vice president or the board's designee will serve as the board spokesperson to the media on issues regarding board actions.

The Superintendent or designee shall be the official district spokesperson to the media on district issues. A Board Member receiving a call from the media requesting information, comments, or an interview will inform the media representative that the Superintendent is the board's designated contact for official information about district business and that the board president is the board's designated contact for official positions on the board's actions or decisions as a body.

Board Members who do speak with media representatives will clarify at the beginning of the interview that they are speaking as individuals rather than as authorized representatives of the board of trustees. When speaking as an individual, the Board Member may remind media representatives of the official position or action already taken on the issue by the board of trustees and refer them to the board's designated spokesperson for further information about those actions.

When speaking to media representatives, Board Members will generally avoid stating opinions or speculating about possible board action on issues that are scheduled for discussion at a future board meeting and explain that decisions will be made after deliberation with members of the board at a meeting.



COMMUNICATION WITH THE COMMUNITY

Board Members are encouraged to participate in community activities as liaisons between the public and the school district. When doing so, Board Members are expected to:

- Relay information about district goals and objectives.
- Clarify a trustee's limitations, obligations, and responsibilities as a member of the board.
- Support board decisions.
- Interact in a positive manner.
- Listen politely and respectfully to comments.
- Make no commitment on behalf of the board or district.
- Avoid criticizing district personnel.
- Refer questions about specific district activities to the appropriate staff person who can best answer the questions.

The Board of Trustees encourages community input; however, it will not respond to or act on the basis of anonymous calls or letters. The board will communicate to the community collectively through district communication vehicles.

HOW TO RESPOND TO COMMUNITY OR EMPLOYEE COMPLAINTS

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 will:

- Listen briefly and respectfully. Remind the complainant of the board's responsibility to remain impartial and noncommittal because complaints may ultimately be brought to the board on appeal.
- Determine if the complainant wishes to express dissatisfaction or desires some action be taken to resolve an issue.
- Complainants who desire some action to be taken should be directed or referred to the appropriate policy outlining grievance procedures and informed that the steps listed in the policy are necessary to protect everyone's rights while following an orderly process.
- Ask if the complainant has followed the "Chain of Command" outlined in district policy.
- Board Members will inform the Superintendent of complaints from staff and the community but will not direct the Superintendent to take specific actions.
- On a case-by-case basis the Superintendent shall inform the board of the resolution of complaints referred by Board Members if the complaint requires Superintendent intervention.
- Adhere to the Board's policies (DGBA, FNG, FOD and GF) regarding complaints and grievances.



COMMUNICATING WITH CONSTITUENTS

Board Members are encouraged to respond to phone calls, and written correspondence, including, but not limited to, e-mail, text messages, or social media from constituents, but should bear in mind that any such responses may be subject to Public Information Act requests.

A member retains the right to respond as an individual but must understand that such communication may be interpreted by the reader as being an “official” statement of the Board.

The member should:

- Clarify that he/she is responding as an individual and not for the Board.
- Remind the reader of any position or action the Board has officially taken on the subject.

Board Members will not respond to anonymous e-mails unless the communication pertains to criminal, health, or safety issues. Any such e-mails will be forwarded to the Superintendent. If a Board Member receives an e-mail that they perceive to be of a threatening nature they will forward the e-mail to the Superintendent and Chief of Safety and Security.

SUPERINTENDENT EVALUATION

The Superintendent evaluation instrument will be updated and approved annually in conjunction with the adoption of the Board and Superintendent Goals.

Three formative evaluations may be conducted annually in closed sessions at the Board Agenda Workshops. The suggested dates of these evaluations are the Agenda Workshops in October, January and April or as close to those months as possible. 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 June. 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.

Ref Policies BJCD, BJCF, and BJA



RISING ABOVE

We appreciate our Hays CISD school board trustees for all their dedication and hard work every month!

School Board Recognition Month • January 2023



Vanessa Petrea
Trustee At-Large
President



Raul Vela, Jr.
District 1
Vice President



Esperanza Orosco
District 5
Secretary



Will McManus
Trustee-At-Large
Trustee



Esmeralda Pérez-González
District 2
Trustee



Courtney Runkle
District 3
Trustee



Byron Severance
District 4
Trustee

Thank You, board members!