

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 May 15, 2023 beginning at 5:00 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. CANVASS ELECTION RESULTS
  - 1. Canvassing and Certification of the May 6, 2023 Trustee Election Results for Hays CISD Single-Member District 1, and Single-Member District 2 6
  - 2. Consideration and possible adoption of the Order Canvassing Returns and Declaring Results of School Building Bond Election 7
- C. RECOGNITION
  - Recognition of Outgoing Board Member
- D. OATHS OF OFFICE FOR TRUSTEES ELECTED ON MAY 6, 2023
  - Raul Vela, Single-Member District 1
  - Johnny Flores, Single-Member District 2
  - Vanessa Petrea, At-Large
- E. CLOSED SESSION (*May 15, 2023*)
  - 1. Deliberate regarding Board reorganization, and matters related to the duties and responsibilities of Board officers and Trustees pursuant to Tx. Gov't Code 551.074
  - 2. Deliberation regarding safety and security, including safety personnel, systems, infrastructure, and/or devices, pursuant to Tx. Gov't Code Section 551.076
- F. CLOSED SESSION (*May 22, 2023*)
  - 1. Deliberation regarding safety and security, including safety personnel, systems, infrastructure, and/or devices, pursuant to Tx. Gov't Code Section 551.076
  - 2. Deliberation regarding the Superintendent's recommendations for employment, resignations, extended leave, and other personnel matters, pursuant to Tx. Gov't Code Section 551.071
- G. RECONVENE IN OPEN SESSION - immediately following Closed Session
- H. REORGANIZE BOARD 8
  - Discuss and take possible action to reorganize the Board and select officers
- I. 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.
- J. MISSION STATEMENT
  - The mission of Hays CISD is to educate, value, and nurture students through innovative and personalized educational experiences while celebrating our diversity.

K.	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	
L.	PUBLIC HEARING ( <i>May 15, 2023</i> )	9
	Application for Optional Flexible School Day at Live Oak Academy	
M.	SUPERINTENDENT REPORT	10
N.	PUBLIC FORUM	11
	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.	
	<i>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.</i>	
O.	CAMPUS RECOGNITION - Buda Elementary School ( <i>Presentation May 22, 2023</i> )	12
P.	STUDENT ACHIEVEMENT REPORT	
	1. Update on District Wide Positive Behavior Interventions & Support (PBIS)	13
Q.	CONSENT AGENDA	14
	1. Minutes of Board of Trustees Meetings	15
	2. Contracts, MOUs and Agreements	
	a. Consideration and possible approval of the renewal of the Memorandum of Understanding (MOU) between Hays CISD and Texas State University / Teacher Fellows	24
	b. Consideration and possible approval of the Region 16 Education Service Center Cooperative Interlocal Agreement	35
	c. Consideration and possible adoption of a Resolution to extend the Hays CISD Depository Contract	45
	3. Budget Amendment	47
	4. Consideration and possible approval of the Texas Education Agency Waiver application for Optional Flexible School Day at Live Oak Academy for the 2023-2024 School Year	52
R.	ACTION ITEMS	
	1. Consideration and possible action, if any, resulting from closed session ( <i>May 22, 2023</i> )	
	a. Consideration and possible approval of the Superintendent's Recommendation of contractual employment of Lehman High School Academic Dean and Hays High School Assistant Principal	54
	2. Consideration and possible nomination of a Hays CISD Board Trustee to Region 13, Position B on the TASB Board	55
	3. Consideration and possible approval of an amendment to the 2023-2024 School Calendar to restore the original Spring Break, and add additional build-in time for weather or buses	56
	4. Consideration and possible approval of the recommendations to name a part or parts of school facilities ( <i>Dahlstrom Middle School Fine Arts</i> )	60
	5. Consideration and possible approval of the Method of Compliance for Instructional Facilities	63
	6. Consideration and possible adoption of an Electrical Easement to Pederanales Electric Cooperative (PEC) at Wallace Middle School	66
	7. Consideration and possible approval of 2021 Bond Hand-Wash Stations for Fuentes Elementary and Hemphill Elementary	68
	8. Consideration and possible approval of an additional vendor selection for 2021 Bond Flooring Projects	70

S. INFORMATION ITEMS	
1. Update on Safety and Security Initiatives District Wide	72
2. Update on Bond, Construction, and Renovation Projects in the district	73
3. Update on 2023-2024 Budget Calendar	74
4. Financial Statements	77
T. REQUESTS FOR INFORMATION FROM THE BOARD OF TRUSTEES	
U. RECAP OF QUESTIONS	
V. BOARD REFERENCE DOCUMENTS	92
W. UPCOMING BOARD MEETINGS	113
May 22, 2023 @ Kunkel Room at Historic Buda Elementary Campus - 5:30 pm	
TUESDAY, June 20, 2023 @ Kunkel Room at Historic Buda Elementary Campus - 5:30 pm	
June 26, 2023 @ Kunkel Room at Historic Buda Elementary Campus - 5:30 pm	
<i>Official Board of Trustees information may be obtained at <a href="http://www.hayscisd.net">www.hayscisd.net</a></i>	
X. ADJOURN	

This notice was posted in compliance with the Texas Open Meetings act on: Friday, May 12, 2023 at 2:00 PM

EXCEPTIONS FOR CLOSED MEETINGS	The Board may conduct a closed meeting for the purpose described in the following provisions.
ATTORNEY CONSULTATION	1. The Board may conduct a private consultation with its attorney only when it seeks the attorney's advice about pending or contemplated litigation or a settlement offer or on a matter in which the duty of the attorney to the Board under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the requirement for open meetings. <i>Gov't Code 551.071</i> [See BE for permissible methods of communication for attorney consultations.]
REAL PROPERTY	2. The Board may conduct a closed meeting to deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the Board's position in negotiations with a third person. <i>Gov't Code 551.072</i>
PROSPECTIVE GIFT	3. The Board may conduct a closed meeting to deliberate a negotiated contract for a prospective gift or donation to the District if deliberation in an open meeting would have a detrimental effect on the Board's position in negotiations with a third person. <i>Gov't Code 551.073</i>
PERSONNEL MATTERS	4. The Board is not required to conduct an open meeting to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee or to hear a complaint or charge against an officer or employee. However, the Board may not conduct a closed meeting for these purposes if the officer or employee who is the subject of the deliberation or hearing requests a public hearing. <i>Gov't Code 551.074</i>  The closed meeting exception for personnel matters does not apply when the Board discusses an independent contractor who is not a school employee, such as an engineering, architectural, or consultant firm, or when the Board discusses a class or group of employees, not a particular employee. <i>Atty. Gen. Op. MW-129 (1980), Atty. Gen. Op. H-496 (1975)</i>
EMPLOYEE-EMPLOYEE COMPLAINTS	The Board is not required to conduct an open meeting to deliberate in a case in which a complaint or charge is brought against a District employee by another employee and the complaint or charge directly results in the need for a hearing. However, the Board may not conduct a closed meeting for this purpose if the employee against whom the complaint or charge is brought makes a written request for an open hearing. <i>Gov't Code 551.082</i>
STUDENT DISCIPLINE	5. The Board is not required to conduct an open meeting to deliberate in a case involving discipline of a public school child. However, the Board may not conduct a closed meeting for this purpose if the child's parent or guardian makes a written request for an open hearing. <i>Gov't Code 551.082</i>
PERSONALLY IDENTIFIABLE STUDENT INFORMATION	6. The Board is not required to conduct an open meeting to deliberate a matter regarding a student if personally identifiable information about the student will necessarily be revealed by the deliberation.  Directory information about a public school student is considered to be personally identifiable information about the student for this purpose only if a parent or guardian of the student, or the student if the student has attained 18 years of age, has informed the District that the directory information should not be released without prior consent. [See FL]  This exception does not apply if an open meeting about the matter is requested in writing by a parent or guardian of the student or by the student if the student has attained 18 years of age.  <i>Gov't Code 551.0821</i>
MEDICAL OR PSYCHIATRIC RECORDS	7. A board that administers a public insurance, health, or retirement plan is not required to conduct an open meeting to deliberate: <ul style="list-style-type: none"><li>a. The medical records or psychiatric records of an individual applicant for a benefit from the plan; or</li><li>b. A matter that includes a consideration of information in the medical or psychiatric records of an individual applicant for a benefit from the plan.</li></ul> <i>Gov't Code 551.0785</i>
SECURITY	8. The Board is not required to conduct an open meeting to deliberate: <ul style="list-style-type: none"><li>a. The deployment, or specific occasions for implementation, of security personnel or devices; or</li><li>b. A security audit.</li></ul> <i>Gov't Code 551.076</i>

ASSESSMENT INSTRUMENTS	9. The Board shall conduct a closed meeting to discuss or adopt individual assessment instruments or assessment instrument items. <i>Education Code 39.030(a)</i>
EMERGENCY MANAGEMENT	10. The Board is not required to conduct an open meeting to deliberate information confidential under Government Code 418.175–418.182, relating to Homeland Security. However, the Board must make a tape recording of the proceedings of a closed meeting held to deliberate the information. <i>Gov’t Code 418.183(f)</i>
ECONOMIC DEVELOPMENT NEGOTIATIONS	11. The Board is not required to conduct an open meeting: <ul style="list-style-type: none"> <li>a. To discuss or deliberate regarding commercial or financial information that the Board has received from a business prospect that the Board seeks to have locate, stay, or expand in or near the District and with which the Board is conducting economic development negotiations; or</li> <li>b. To deliberate the offer of a financial or other incentive to such a business prospect.</li> </ul> <i>Gov’t Code 551.087</i>
PROCEDURES FOR CLOSED MEETINGS	If a closed meeting is allowed, the Board shall not conduct the closed meeting unless a quorum of the Board first convenes in an open meeting for which proper notice has been given [see BE] and the presiding officer has publicly announced that a closed meeting will be held and has identified the section or sections of the Open Meetings Act or other applicable law under which the closed meeting is held. <i>Gov’t Code 551.101</i>
VOTE OR FINAL ACTION	A final action, decision, or vote on a matter deliberated in a closed meeting shall be made only in an open meeting for which proper notice has been given. <i>Gov’t Code 551.102</i> [See BE]
CERTIFIED AGENDA OR TAPE RECORDING	The Board shall either keep a certified agenda or make a recording of the proceedings of each closed meeting, except for private consultation with the District’s attorney. The certified agenda must include a statement of the subject matter of each deliberation, a record of any further action taken, and an announcement by the presiding officer at the beginning and end of the closed meeting indicating the date and time. A presiding officer shall certify that a certified agenda is a true and correct record of the proceedings. If a recording is made, it must include announcements by the presiding officer at the beginning and end of the meeting indicating the date and time. <i>Gov’t Code 551.103</i>  “Recording” means a tangible medium on which audio or a combination of audio and video is recorded, including a disc, tape, wire, film, electronic storage drive, or other medium now existing or later developed. <i>Gov’t Code 551.001(7)</i>  Closed meetings may not be recorded by an individual trustee against the wishes of a majority of the Board. <i>Zamora v. Edgewood ISD, 592 S.W.2d 649 (Tex. App.—San Antonio, 1979, writ ref’d n.r.e.)</i>
PRESERVATION	The Board shall preserve the certified agenda or recording of a closed meeting for at least two years after the date of the meeting. If a legal action involving the meeting is brought within that period, the Board shall preserve the certified agenda or recording while the action is pending. <i>Gov’t Code 551.104(a)</i>
PUBLIC ACCESS	A certified agenda or recording of a closed meeting is available for public inspection and copying only under a court order issued as a result of litigation involving an alleged violation of the Open Meetings Act. <i>Gov’t Code 551.104(b), (c)</i>
PROHIBITIONS	No Board member shall participate in a closed meeting knowing that neither a certified agenda nor a recording of the closed meeting is being made. <i>Gov’t Code 551.145</i>  No individual, corporation, or partnership shall without lawful authority disclose to a member of the public the certified agenda or recording of a meeting that was lawfully closed to the public. <i>Gov’t Code 551.146</i>  No Board member shall knowingly call or aid in calling or organizing a closed meeting that is not permitted under the Open Meetings Act, close or aid in closing a regular meeting to the public except as permitted under the Open Meetings Act, or participate in a closed meeting that is not permitted under the Open Meetings Act. <i>Gov’t Code 551.144(a)</i>
AFFIRMATIVE DEFENSE	It is an affirmative defense to prosecution under Government Code 551.144(a) that a Board member acted in reasonable reliance on a court order or a written interpretation of the open meetings law contained in an opinion of a court of record, the attorney general, or the Board’s attorney. <i>Gov’t Code 551.144(c)</i>

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

Date: May 15, 2023

Agenda Item: B.1

Board Goal: Board/Staff/Community Relations

Subject: Canvassing and Certification of the May 6, 2023 Trustee Election Results for Hays CISD Single-Member District 1 and Single-Member District 2

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

NA

**C. Goal or Need Addressed:**

The canvassing authority, made up of Hays CISD Board Members, will canvass the election returns of the May 6, 2023 election.

**D. Summary:**

Election Code law calls for each local canvassing authority to convene to conduct the canvass of election returns. After the completion of the canvass, the presiding officer of the canvassing authority shall prepare a certificate of election for each candidate who is elected to an office for which the official result is determined by that authority's canvass.

**E. Suggested Motion**

I move that the Hays CISD Board of Trustees accept the prepared tabulation showing the total number of early voting and election day votes received in each precinct, the sum of the precinct totals, and the total number of voters who cast a ballot for each candidate. I further direct the secretary to note in the minutes of this meeting that the board has completed the canvassing of the May 6, 2023 trustee election results for Hays CISD Single-Member District 1 and Single-Member District 2 and to enter the tabulation directly into the local election register maintained by the district.

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

**Date: May 15, 2023**

**Agenda Item: B.2**

**Board Goal: Board/Staff/Community Relations**

**Subject: Consideration and possible adoption of the Order Canvassing Returns and Declaring Results of School Building Bond Election**

**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**

**NA**

**C. Goal or Need Addressed:**

The canvassing authority, made up of Hays CISD Board Members, will canvass the election returns of the May 6, 2023 election.

**D. Summary:**

Election Code law calls for each local canvassing authority to convene to conduct the canvass of election returns. For a bond election, the attached order and its accompanying certificate are also prepared.

**E. Suggested Motion**

I move that the Hays CISD Board of Trustees adopt the Order Canvassing Returns and Declaring Results of the May 6, 2023 School Building Bond Election.

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

Date: May 15, 2023

Agenda Item: H

Board Goal: Board/Staff/Community Relations

Subject: Reorganization of the Board of Trustees

Administrator Responsible/Position: Board Matter

**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:**

Discuss and take possible action to reorganize the Board and select officers

**D. Summary:**

Previous board action relating to this item -

Future action anticipated -

**Background information** - Under Section 11.061(c) of the Texas Education Code (found at Hays CISD policy BDAA (Legal)), the Board of Trustees must reorganize "at the first meeting after each election and qualification of Board members." As used in that provision of the law, "reorganize" means to elect a president and secretary, as well as any "other officers and committees as the Board may deem necessary."

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

Date: May 15, 2023

Agenda Item: L

Board Goal: Student Achievement

Subject: PUBLIC HEARING - Optional Flexible School Day Program (OFSDP) at Live Oak Academy Public Hearing

Administrator Responsible/Position: Doug Agnew, Principal, Live Oak Academy

**A. Purpose of Agenda Item:**

- Action Needed                       Information Only                       Receive Input

**B. Authority for This Action**

- Local Policy                       Law or Rule TEC 29.081                       N/A

**C. Summary:**

- Previous board action relating to this item – This is an annual agenda item for the board per state requirements  
 Future action anticipated -  
 Background information –

The purpose of the Optional Flexible School Day Program (OFSDP) application to the Texas Education Agency (TEA) is to allow Hays CISD to provide flexible hours for fifth year students, ages 18-25, in the Phoenix Program at Live Oak Academy who are working to finish graduation requirements. The OFSDP program allows a school district to receive attendance funding if a student receives instruction for at least 45 minutes on a given school day. The Hays CISD school board must hold a public hearing on the proposed OFSCDP before submitting the application to TEA.

**D. Comments Received:**

- Cabinet                       DLT                       FBOC                       Teacher Org. Reps.                       Other

**E. Administrative Recommendation: N/A**

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

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

Prior Year Spending:

Future/Ongoing:

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

**Date:** May 15, 2023

**Agenda Item:** M

**Board Goal:** Board/Staff/Community Relations

**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: May 15, 2023

Agenda Item: N

Board Goal: Board/Staff/Community Relations

Subject: Public Forum

Administrator Responsible/Position: Dr. Eric Wright, Superintendent

**A. Purpose of Agenda Item**

Action needed

Information only

Receive input

**B. Authority for This Action:**

Local Policy BED

Law or Rule

N/A

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

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

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

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: May 22, 2023

Agenda Item: O

Board Goal: Board/Staff/Community Relations

Subject: Campus Recognition – Buda Elementary School

Administrator Responsible/Position: Marivel Sedillo, Deputy Superintendent / Chief Academic Officer  
Mary Noble, 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:**

Previous board action relating to this item –

Future action anticipated –

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. Comments Received:**

Cabinet     DLT                       FBOC                       Teacher Org. Reps.     Other:

**F. Administrative Recommendation:**

The administration is not making a recommendation on this item as it is only informational.

**G. Fiscal Impact and Cost: Total Amount: \$0.00**

Budget – General Operating Fund                       Bond 2021                       Grant/Special Funds                       Other

Prior Year Spending – n/a

Future/Ongoing –

**H. Monitoring and Reporting Timeline:**

Person responsible for evaluating this decision or action —Mary Noble, Deputy Academic Officer

Evaluation method and timeline -

Next report to the board – Upon request.

**I. Suggested Motion:**

No motion required.

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

Date: May 15, 2023

Agenda Item: P.1

Board Goal: Student Achievement

Subject: Student Achievement Report – Postive Behavior Intervention Support (PBIS) Update

Administrator Responsible/Position: Marivel Sedillo, Deputy Superintendent / Chief Academic Officer  
Debbie Borwn, Director of Academic Support  
LaShun Gaines, Early Intervention Coordinator  
Brian Dawson, Director of Student Services

**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:**

Report on our district-wide PBIS efforts to support social, emotional, behavioral and academic outcomes for all students.

**D. Summary:**

Previous board action relating to this item -  
 Future action anticipated -  
 Background information – Our district utilizes a multi-tiered framework to support our students with a continuum of evidence-based practices to support student needs. We create systems of support and use data to identify strengths, uncover needs, and monitor student progress. Data is also used to determine district and/or campus professional development.

**E. Comments Received:**

Cabinet       DLT       FBOC       Teacher Org. Reps.       Other – C&I Directors

**F. Administrative Recommendation:**

Expected results in terms of student benefit/achievement – Formally monitoring the district’s PBIS efforts will produce results that will yield greater student success.

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

Person responsible for evaluating this decision or action --Marivel Sedillo, DS/CAO  
Evaluation method and time line – C&I and campus administrators are monitoring the district’s PBIS efforts to yield greater results.  
Next report to the board – Yearly

**H. Suggested Motion:**

No Board action is required. This item is presented for information only.

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

Date: May 22, 2023

Agenda Item: Q

Board Goal: Board/Staff/Community Relations

Subject: Consideration and Possible Approval of Consent Agenda

Administrator Responsible/Position: Dr. Eric Wright, Superintendent

**A. Purpose of Agenda Item:**

Action needed                       Information only                       Receive input

**B. Authority for This Action:**

Local Policy BE                       Law or Rule                       N/A

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

**C. Goal or Need Addressed:**

As listed on attached pages

**D. Summary:**

- Previous board action relating to this item - Ongoing
- Future action anticipated - Monthly
- Background information – The following items are presented for approval
  1. Board Meeting Minutes
  2. Procurements
  3. Contracts/MOUs
  4. Budget Amendments

**E. Comments Received:**

Cabinet     DLT     FBOC     Teacher Org. Reps.     Other

**F. Administrative Recommendation:**

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

**G. Fiscal Impact and Cost:    Amount: Per individual items attached**

**H. Suggested Motion:**

I move that the Hays CISD Board of Trustees approve the consent agenda, as presented.

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

Date: May 22, 2023

Agenda Item: Q.1

Board Goal: Board/Staff/Community Relations

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 April 17, 2023 Board Agenda Workshop, and April 25, 2023 Board Business 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 April 17, 2023 Board Agenda Workshop, and April 25, 2023 Board Business 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 April 17, 2023 Board Agenda Workshop, and April 25, 2023 Board Business Meeting, as presented

# Minutes of Regular Meeting April 17, 2023

## Hays CISD Board of Trustees

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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.hayscisid.net](http://www.hayscisid.net) for those who wish to hear the specific details of the discussions on the agenda topics presented.

A Regular Meeting of the Board of Trustees of Hays CISD was held on Monday, April 17 2023 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 5:32 PM. All Board Members were present with the exception of Trustees Byron Severance.

### CLOSED SESSION

The Board adjourned to Closed Session at 5:33 PM to deliberate regarding safety and security, including safety personnel, systems, infrastructure, and/or devices, pursuant to Tx. Gov't Code Section 5510.76

### RECONVENE IN OPEN SESSION

The Board reconvened in open session at 6:46 PM.

### PLEDGE OF ALLEGIANCE TO THE UNITED STATES AND TEXAS FLAGS

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

Vanessa Petrea introduced this agenda item. Dr. Wright spoke on the topics of enrollment (22,439) and attendance (92.83%), upcoming legislative update meeting with information to be announced at the April 25, 2023 board meeting. Dr. Wright noted that early voting begins on Monday, April 24th. Dr. Wright also highlighted fine arts and athletics accomplishments in the district. Vanessa Petrea and Raul Vela commented on Dr. Wright's address.

### STUDENT ACHIEVEMENT REPORT

#### Hays CISD Special Education Update: Program Highlights

Deputy Superintendent / Chief Academic Officer Marivel Sedillo introduced this agenda item. Michelle Velasquez, Executive Officer of Special Education introduced department leads present at the meeting. Ms. Velasquez delivered a presentation with slides to the Board of Trustees, and responded to their feedback and questions.

### ACTION ITEMS

Discussion of the Consideration and possible approval of the selection of Construction Manager At-Risk (CMAR) for Future Bond Projects

Chief Operations Officer Max Cleaver introduced this agenda item and addressed the Board of Trustees. Mr. Cleaver responded to feedback and questions from the Board of Trustees.

Discussion of the Consideration and possible Assignment of Architects for Future Bond Projects  
Max Cleaver introduced this agenda item and addressed the Board of Trustees. Mr. Cleaver responded to feedback and questions from the Board of Trustees

#### INFORMATION ITEMS

Update on Hays CISD Smart Tag Systems – Transportation and Safety & Security  
Max Cleaver introduced this agenda item. Chief Safety and Security Officer Jeri Skoricki, Director of Transportation Filiberto Bonilla, Assistant Director of Transportation Cassandra Behr, and Smart Tag Specialist Veronica Garcia addressed the Board to present information on this agenda item. The group responded to feedback and questions from the Board of Trustees.

#### ACTION ITEMS

After a short break, the Board returned to the dais at 8:32 PM to discuss the Consideration and possible approval for Special Education Evaluation Services by Trinity Educational Services.  
Michelle Velasquez and DeAnn Hoscheck were present, and responded to feedback and questions from the Board of Trustees.

Discussion of the consideration and possible adoption of a Resolution Declaring Hazardous Traffic Conditions

Max Cleaver introduced this agenda item. Cassandra Behr presented information to the Board of Trustees, and responded to their feedback and questions.

#### CONSENT AGENDA

Vanessa Petrea introduced consent items asking if any trustee wished to pull an agenda item for discussion. Agenda Item L.3a was pulled for discussion by Trustee Will McManus.  
Tim Savoy, Chief Communication Officer, was present, and responded to feedback and questions from the Board of Trustees regarding this agenda item.

#### ACTION ITEMS

Discussion of the consideration and possible approval of the 2023-2024 Instructional Materials Allotment and Texas Essential Knowledge and Skills Form

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

Discussion of the consideration and possible approval of Hays CISD Expedited Waivers through School Year 2025

This item was pulled from the agenda.

Discussion of the consideration and possible approval of an Electrical Easement for Pedernales Electric Cooperative at Elementary School 16

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

Discussion of the consideration and possible adoption and abandonment of Electrical Easements for Pedernales Electric Cooperative at Hays CISD Academic Support Center

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

Discussion of the consideration and possible approval of a GMP Change Order for 2021 Bond Project Sunfield Elementary

Max Cleaver was present, and responded to feedback and questions from the Board of Trustees.

Discussion of the consideration and possible approval of HVAC Duct Replacement at Hays High School Bales Gym

Max Cleaver was present, and responded to feedback and questions from the Board of Trustees.

#### INFORMATION ITEM

Provide information regarding Texas College Bridge

Deputy Academic Officer Michael Watson addressed the Board of Trustees to provide information regarding this agenda item, and responded to feedback and questions.

Update on Safety and Security Initiatives District Wide

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

Update on Bond, Construction, and Renovation Projects in the District

Max Cleaver was present, and responded to feedback and questions from the Board of Trustees.

Update on the 2023-2024 Budget Calendar

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

Financial Statements

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

Report of Continuing Education Requirements for Board Members Under Senate Bill 1566

There were no questions 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

Board President Vanessa Petrea stated that the next meeting is scheduled for Tuesday, April 25, 2023 at 5:30pm in the Historic Buda Kunkel Room. No further business was conducted and the meeting was adjourned at 9:55 PM.

# Minutes of Regular Meeting April 25, 2023

## Hays CISD Board of Trustees

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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.hayscisid.net](http://www.hayscisid.net) for those who wish to hear the specific details of the discussions on the agenda topics presented.

A Regular Meeting of the Board of Trustees of Hays CISD was held on Tuesday, April 25 2023 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. All Board Members were present with the exception of Vice President Raul Vela.

### CLOSED SESSION

The Board adjourned to Closed Session at 5:31 PM to deliberate regarding safety and security including safety 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 6:52 PM.

### PLEDGE OF ALLEGIANCE TO THE UNITED STATES AND TEXAS FLAGS

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

### MISSION STATEMENT

Vanessa Petrea read the Hays CISD Board of Trustees Mission Statement.

### SOCIAL CONTRACT

Trustee Byron Severance read the Hays CISD Board of Trustees Social Contract.

### SUPERINTENDENT'S REPORT

Vanessa Petrea introduced this agenda item. Superintendent Dr. Eric wright provided an update on the current Legislative Session, reviewing bills relating to education, and engaged in conversation with the Board of Trustees regarding the predicted length of the legislative session. Dr. Wright also highlighted Athletics and Fine Arts successes as well as highlighting the recent Volunteer of the Year Luncheon event. Dr. Wright noted that the Education Foundation Golf Tournament was held the previous day, raising nearly \$50,000.00. There will likely be a second golf tournament in the fall. There were no additional questions or comments from the Board of Trustees.

### PUBLIC FORUM

Shelly O'Donnell of Teacher Reuse addressed the Board of Trustees regarding space needed for this program.

### CAMPUS RECOGNITION

Deputy Academic Officer, Dr. Michael Watson, on behalf of Mary Noble, introduced Principal Joanne Carlisle, Principal of Wallace Middle School. Ms. Carlisle addressed the Board of Trustees with an introduction of assistant principals; then provided a slideshow presentation. The Wallace Middle School Royals Dance Company performed for the Board of Trustees and posed for photos afterward. Ms. Carlisle responded to feedback and questions from the Board of Trustees after the presentations.

## STUDENT ACHIEVEMENT REPORT

Hays CISD Special Education Update: Program Highlights

This presentation was held on Monday, April 17, 2023. There were no additional questions regarding this agenda item.

## CONSENT AGENDA

Vanessa Petrea presented the Consent Agenda items, referencing the pull of the MOU for the Hays Education Foundation. Micah Petrea, President of the Education Foundation addressed the Board of Trustees in support of the renewal of the memorandum of understanding. Tim Savoy was also present to address the Board of Trustees regarding this agenda item, expressing the shared excitement. Mrs. Petrea read the suggested motion that the Hays CISD Board of Trustees approve the consent agenda, as presented. Esperanza Orosco moved, and Byron Severance seconded the motion. There was no further discussion regarding this agenda item, and the motion passed with a vote of 6-0.

## ACTION ITEMS

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

Consideration and possible approval of the Superintendent's recommendation to contractually employ the Chief Human Resources Officer and Deputy Human Resources Officer. Vanessa Petrea read the suggested motion that the Hays CISD Board of Trustees approve the Superintendent's recommendation to contractually employ the Chief Human Resources Officer and Deputy Human Resources Officer, as discussed. Esperanza Orosco moved and Trustee Courtney Runkle seconded the motion. There was no further discussion, and the motion passed with a vote of 6-0. Dr. Eric Wright introduced Christina Courson as the new Chief Human Resources Officer. Ms. Courson addressed the Board of Trustees to introduce her guests, and express gratitude and excitement. Dr. Wright then introduced Tim Robinson as the new Deputy Human Resources Officer. Mr. Robinson addressed the Board of Trustees to also express his gratitude and excitement.

Consideration and possible approval of the Instructional Materials Allotment and TEKS Certification Form for the 2023-2024 school year

There were no questions regarding this agenda item. Vanessa Petrea read the suggested motion that the Hays CISD Board of Trustees approve the TEKS Certification Form for the 2023-2024 school year, as presented. Esperanza Orosco moved and Dr. Esmeralda Perez-Gonzalez seconded the motion. There was no further discussion, and the motion passed with a vote of 6-0.

Consideration and possible approval for Special Education Evaluation Services – Trinity Educational Services

There were no questions regarding this agenda item. Vanessa Petrea read the suggested motion that the Hays CISD Board of Trustees approve Trinity Educational Services for contracted service for an amount not to exceed \$78,262.25, as presented. Esperanza Orosco moved and Dr. Esmeralda Perez-Gonzalez seconded the motion. There was no further discussion, and the motion passed with a vote of 6-0.

Consideration and possible adoption of a Resolution Declaring Hazardous Traffic Conditions.

There were no questions regarding this agenda item. Vanessa Petrea read the suggested motion that the Hays CISD Board of Trustees adopt the resolution regarding hazardous traffic conditions and the current list of specific hazard areas, as presented. Will McManus moved and Courtney Runkle seconded the motion. There was no further discussion, and the motion passed with a vote of 6-0.

Consideration and possible assignment of Architects for Future Bond Projects

There were no questions regarding this agenda item. Vanessa Petrea read the suggested motion that the Hays CISD Board of Trustees consider and approve the assignment of architects for major construction projects, pending successful passage of a May 6, 2023 bond election, and authorize the Superintendent to negotiate fees and execute a satisfactory contract, and to assign minor projects, as

presented. Esperanza Orosco moved and Byron Severance seconded the motion. There was no further discussion, and the motion passed with a vote of 6-0.

Consideration and possible approval of the Method of Procurement for 2023 Bond Major Projects

There were no initial questions regarding this agenda item. Vanessa Petrea read the suggested motion that the Hays CISD Board of Trustees consider and approve Construction Manager at Risk (CMAR) as the method of procurement for proposed major 2023 Bond projects, pending successful passage of a May 6, 2023 bond election, and authorize the Superintendent to select the delivery method that delivers the best value for minor projects, as presented. Ms. Petrea requested clarification of the motion language by Max Cleaver. Esperanza Orosco moved and Dr. Esmeralda Perez-Gonzalez seconded the motion. Max Cleaver responded to confirm Trustee Courtney Runkle's request that the Facilities Bond Oversight Committee (FBOC) received and accepted this information. There was no further discussion, and the motion passed with a vote of 6-0.

Consideration and possible approval of the Selection of Construction Manager at Risk (CMAR) for Future Bond Projects

Vanessa Petrea read the suggested motion that the Hay CISD Board of Trustees consider and approve the assignment of Construction Manager At-Risk as shown above, pending successful passage of a May 6, 2023 bond election, and authorize the Superintendent to negotiate and execute a satisfactory contract for services, and assign other minor 2023 Bond projects to any of these CMAR firms, as presented. Esperanza Orosco moved and Will McManus seconded the motion. There was no further discussion, and the motion passed with a vote of 6-0.

Consideration and possible adoption of an Easement Request from Pedernales Electrical Cooperative (PEC) at Elementary School 16

There were no questions from the Board of Trustees regarding this agenda item. Vanessa Petrea read the suggested motion that the Hays CISD Board of Trustees grant a utility easement and underground agreement to Pedernales Electric Cooperative at Elementary School 16, and authorize the Superintendent and Board President to negotiate and execute additional documents if required, as presented. Esperanza Orosco moved and Byron Severance seconded the motion. There was no further discussion, and the motion passed with a vote of 6-0.

Consideration and possible adoption and abandonment of Electrical Easements to Pedernales Electric Cooperative (PEC) at the Academic Support Center (ASC).

There were no questions from the Board of Trustees regarding this agenda item. Vanessa Petrea read the suggested motion that the Hays CISD Board of Trustees, for the 2023 Bond Academic Support Center project, abandon existing PEC utility easements, grand permanent utility easements and underground agreements to PEC, grant temporary utility easements to PEC, and authorize the Superintendent and Board President to negotiate and execute the necessary documents, as presented. Esperanza Orosco moved and Will McManus seconded the motion. There was no further discussion, and the motion passed with a vote of 6-0.

Consideration and possible approval of Guaranteed Maximum Price Change Order (GMPCO) #1 for 2021 Bond Sunfield Elementary

There were no questions from the Board of Trustees regarding this agenda item. Vanessa Petrea read the suggested motion that the Hays CISD Board of Trustees approve the Guaranteed Maximum Price Change Order (GMPCO) #1 in the amount of \$182,278.13 from Bartlett Cocke for the 2021 Bond Sunfield Elementary School, and authorize the Superintendent to execute all documents necessary and convenient, as presented. Esperanza Orosco moved and Byron Severance seconded the motion. There was no further discussion, and the motion passed with a vote of 6-0.

Consideration and possible approval of HVAC Duct Replacement at Hays High School Bales Gym – SI Mechanical

There were no initial questions from the Board of Trustees regarding this agenda item. Vanessa Petrea read the suggested motion that the Hays CISD Board of Trustees approve SI Mechanical for HVAC duct replacement at Hays High School Bales Gym for an amount not to exceed \$186,577, as presented. Esperanza Orosco moved and Dr. Esmeralda Perez-Gonzalez seconded the motion. Max Cleaver responded to questions from the Board of Trustees regarding the anticipated completion of the project – prior to the end of July. There was no further discussion, and the motion passed with a vote of 6-0.

INFORMATION ITEM

Provide information regarding Texas College Bridge

Information regarding this agenda item was provided to the Board of Trustees on Monday, April 17, 2023. There were no additional questions.

Update on Hays CISD Smart Tag Systems – Transportation and Safety & Security

Information regarding this agenda item was provided to the Board of Trustees on Monday, April 17, 2023. There were no additional questions.

Update on Safety and Security Initiatives in the District

There were no questions from the Board of Trustees regarding this agenda item. Dr. Wright reported that there have recently been four campus audits by the Texas School Safety Center resulting in no violations.

Update on Bond, Construction, and Renovation Projects in the District

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

Update on 2023-2024 Budget Calendar

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

Financial Statements

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

Report of Continuing Education Requirements for Board Members under Senate Bill 1566

Vanessa Petrea introduced and provided detailed information regarding this agenda item. All trustees are in compliance with required training. There were no questions from the Board of Trustees.

REQUESTS FOR INFORMATION FROM THE BOARD OF TRUSTEES

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

RECAP OF QUESTIONS

There were no questions posed during this Board Meeting.

CLOSED SESSION

The Board adjourned to Closed Session at 8:02 PM to conduct the Superintendent's Formative Evaluation – Quarterly Progress Report on the Board and Superintendent Goals, pursuant to Tx. Gov't Code Section 551.074.

RECONVENE IN OPEN SESSION

The Board reconvened in open session at 9:44 PM.

ADJOURN

Board President Vanessa Petrea stated that the next meeting is scheduled for Monday, May 15, 2023 at 5:30pm in the Historic Buda Kunkel Room. No further business was conducted and the meeting was adjourned at 9:45 PM.

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

Date: May 22, 2023

Agenda Item: Q.2a

Board Goal: Board/Staff/Community Relations

Subject: Consideration and Possible Renewal of Cooperative Agreement between Hays CISD and the Teacher Fellows Program of Texas State University

Administrator Responsible/Position: Marivel Sedillo, Deputy Superintendent / Chief Academic Officer

**A. Purpose of Agenda Item:**

Action needed                       Information only                       Receive input

**B. Authority for This Action:**

Local Policy                       Law or Rule                       N/A

**C. Goal or Need Addressed:**

The purpose of this agreement is to renew and specify the relationship among the Texas State Teacher Fellows Program, the Teacher Fellows (inductees), the Exchange Faculty teacher(s) and the school district.

**D. Summary:**

Previous board action relating to this item -  
 Future action anticipated -  
 Background information - To maintain the common interests of Texas State University and Hays CISD in providing appropriate ongoing professional development programs for Teacher Fellows and Exchange Faculty.

**E. Comments Received:**

Cabinet       DLT       FBOC       Teacher Org. Reps.       Other -

**F. Administrative Recommendation:**

Advantages/benefits of this proposal – Continuing this annual agreement benefits our students and teachers.  
 Consequences of not approving recommendation - Not having a partnership of this nature reduces our potential pool of high-quality teachers and may subsequently reduce our ability to fill vacancies by the first day of instruction.

**G. Fiscal Impact and Cost:    Amount: \$ 288,750 (includes 5 fellows)**

Budget                       Bond                       Grant/Special Funds                       Other  
Prior Year Spending - \$190,575

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

Person responsible for evaluating this decision or action—Ms. Marivel Sedillo, Dept. Superintendent/Chief Academic Officer  
Evaluation method and time line – Our Teacher Fellows undergo a rigorous program while teaching and are expected to present on their annual performance.  
Next report to the board -

**I. Suggested Motion:**

I move that the Hays CISD Board of Trustees approve the memorandum of understanding for the Teacher Fellows Program between Texas State University and Hays CISD, as presented.

# Teacher Fellows Funding Model Hays CISD 2023 – 2024

## Cost to staff 7 classrooms WITHOUT Teacher Fellows Program

1. **Experienced classroom teacher** already a district employee on pay scale set by district
2. **Experienced classroom teacher** already a district employee on pay scale set by district
3. **First-Year Teacher** = \$51,750 (22-23 salary) + \$6,000 benefits= \$57,750
4. **First-Year Teacher** = \$51,750 (22-23 salary) + \$6,000 benefits= \$57,750
5. **First-Year Teacher** = \$51,750 (22-23 salary) + \$6,000 benefits= \$57,750
6. **First-Year Teacher** = \$51,750 (22-23 salary) + \$6,000 benefits= \$57,750
7. **First-Year Teacher** = \$51,750 (22-23 salary) + \$6,000 benefits= \$57,750

5 First- Year Teacher Total Cost = \$57,750 x 5 = **\$288,750\***

## Cost to staff 7 classrooms WITH Teacher Fellows Program

1. **Experienced classroom teacher** already a district employee on pay scale set by district  
(Exchanged out with a Teacher Fellow)  
**Experienced classroom teacher** exchanges out of the classroom that theoretically is taught by a Teacher Fellow. This experienced teacher is the mentor/Exchange Teacher for the three Teacher Fellows. The Exchange Teacher remains a district employee on payroll of the school district at the pay scale set by the district based on their years of experience.
2. **Experienced classroom teacher** already a district employee on pay scale set by district  
(Exchanged out with a Teacher Fellow)  
**Experienced classroom teacher** exchanges out of the classroom that theoretically is taught by a Teacher Fellow. This experienced teacher is the mentor/Exchange Teacher for the three Teacher Fellows. The Exchange Teacher remains a district employee on payroll of the school district at the pay scale set by the district based on their years of experience.
3. **First-Year Teacher/Teacher Fellow** = \$57,750
4. **First-Year Teacher/Teacher Fellow** = \$57,750
5. **First-Year Teacher/Teacher Fellow** = \$57,750
6. **First-Year Teacher /Teacher Fellow**= \$57,750
7. **First-Year Teacher/Teacher Fellow** = \$57,750

7 Teach Fellows Total Cost = \$57,750 (0-year teacher salary) x 5 = **\$288,750\***

**\$288,750\*** = Amount district pays to Texas State University in two installments  
\$144,375 September 15  
\$144,375 February 15

This is a No Additional Cost model and could be a Cost Savings model if the 23-24 salary is increased.

Texas State University Teacher Fellows Program uses the district's financial contributions to fund:

- Teacher Fellows' stipend/scholarship is in lieu of salary (\$20,400 per Teacher Fellow paid out \$1,700 per month September 2023 – August 2024)  
 $\$20,400 \times 7 \text{ Teacher Fellows} = \$142,800$
- Full tuition and fees for Teacher Fellows (\$19,500 per Teacher Fellow)  
 $\$19,500 \times 7 \text{ Teacher Fellows} = \$136,500$
- Other program expenses: textbooks, university parking and mileage for Exchange Teachers, and other additional program costs as needed - \$1,350 per Teacher Fellow x 7 = \$9,450

**Texas State University**  
**Teacher Fellows Program Memorandum of Understanding**

This Memorandum of Understanding (MOU) is between Texas State University, on behalf of the Teacher Fellows Program and herein called "TxState," **Hays CISD herein called "school district,"** TxState Teacher Fellows, and the school district's Exchange Teacher. The purpose of this agreement is to specify the relationship among TxState, the Teacher Fellows (inductees), the Exchange Teacher(s), and the school district. This agreement reflects our common interests in providing appropriate on-going professional development programs for Teacher Fellows and Exchange Teachers.

In consideration of their participation in this cooperative professional development program, the benefits and responsibilities accruing to the parties from such an agreement, TxState, the Exchange Teacher(s), the Teacher Fellow(s), and the school district each, individually and jointly, agree as follows:

I

The terms of this MOU are conditioned upon full performance by **Hays CISD** of all obligations, including but not limited to the financial obligations, imposed upon it by the Teacher Fellows Program Responsibility Agreement entered into between TxState **Hays CISD**.

II

TxState agrees to:

1. Provide a TxState Teacher Fellows Program Director.
2. Provide administrative support to the TxState Teacher Fellows Program.
3. Together with school district, screen and select Teacher Fellows applicants to ensure that the applicants meet school district and university standards.
4. Together with school district, jointly screen and select Exchange Teacher applicants to ensure that the applicants meet district and university standards.
5. Provide on-going professional training to the Teacher Fellows through graduate courses. .
6. Meet with the Teacher Fellow, Exchange Teacher and school district principal to assist in the professional development of the Teacher Fellow.
7. Provide each Teacher Fellow a scholarship of **\$20,400**, provided the **Hays CISD** fully funds the total amount of this scholarship in accordance with the Texas Fellows Program Responsibility Agreement which is attached and incorporated herein for all purposes.
8. Provide tuition for Teacher Fellows for the year of fellowship plus Summer I and II sessions immediately preceding and following the teaching fellowship year.
9. Provide induction training for the Exchange Teacher.
10. Provide access to TxState Student Health Services for TxState Teacher Fellows.
11. Require that the Exchange Teacher engage in the following:
  - a. Regular visits to the Teacher Fellow's campus (no less than 1 visit per week) for the purpose of providing on-site assistance to the Teacher Fellow
  - b. Participates with Teacher Fellows at Saturday and after school seminars and graduate classes
  - c. Serves as liaison between the university and the school district.
  - d. Participates in supervision and/or induction training.

III

TEXAS STATE UNIVERSITY TEACHER FELLOWS PROGRAM  
MEMBER THE TEXAS STATE UNIVERSITY SYSTEM

The Teacher Fellow agrees to:

1. Meet all requirements for Texas Teacher Certification prior to beginning the program.
2. Meet all requirements for admission to The Graduate College at Texas State University.
3. Attend and satisfactorily complete all requirements for designated graduate courses.
4. Perform the duties assigned by the school district and to serve as the teacher-of-record as assigned.
5. Adhere to all guidelines, regulations, and policies of the school district, the State Board of Education, TxState, the Texas State University System, and all legal requirements for public school teachers in Texas.
6. Acknowledge that, because the Teacher Fellow is not employed by the school district, the Teacher Fellow will not be issued nor entitled to an employment contract of any kind with the school district, including but not limited to an employment contract pursuant to Texas Education Code Chapter 21, and accordingly, will not be afforded any such contract rights.
7. Acknowledge that no employment relationship exists between the Teacher Fellow and the school district, or between the Teacher Fellow and Texas State University, and therefore the Teacher Fellow will not be entitled to such rights as may exist in the event of an employment relationship, including but not limited to worker's compensation or unemployment insurance benefits, except as expressly provided herein.
8. Acknowledge that, because the Teacher Fellow is not employed by or paid by the school district, the Teacher Fellow does not qualify for Teacher Retirement System benefits, and the school district will make no contributions on his or her behalf.
9. Acknowledge that he/she is solely responsible for any tax implications resulting or arising from the Teacher Fellow's receipt of any and all stipends paid pursuant to this Agreement.

#### IV

The Exchange Teacher agrees to:

1. Meet and maintain all requirements for Texas Teacher Certification.
2. Adhere to all guidelines, regulations, and policies of the school district and the State Board of Education and all legal requirements for public school teachers in Texas.
3. Participate in the training program offered by TxState.
4. Schedule weekly observations and support meetings with assigned Teacher Fellows during the period of the Teacher Fellows' induction year.
5. Provide support to assigned Teacher Fellows as prescribed by the Teacher Fellows program.
6. Conduct a follow-up conference after each observation.
7. Be an integral part of the classroom for assigned Teacher Fellows for the purpose of providing professional support and mentoring.
8. Provide professional support, guidance, and mentoring to the Teacher Fellows in the areas of: instructional strategies, classroom management, curriculum development, district and building policies, learning resources, and other areas of concern to the Teacher Fellow.

#### V

The school district agrees to:

1. Together with TxState, screen and select Teacher Fellow applicants to ensure that the applicants meet school district and university standards.
2. Together with TxState, jointly screen and select Exchange Teacher applicants to ensure that the applicants meet school district and university standards.
3. Allow sick leave to the Teacher Fellow(s) commensurate with that allotted to other district first-year teachers.
4. Provide suitable elementary or middle school classroom placements for Teacher Fellows.
5. Release the Exchange Teacher from classroom duties to work full-time with the TxState Teacher Fellows Program.
6. Retain the Exchange Teacher on school district payroll at current salary and employee benefits, subject to the Exchange Teacher's successful fulfillment of the requirements established in Section IV above.
7. Credit the Teacher Fellow with a year of service for district pay purposes in the event that the Teacher Fellow is subsequently hired by the school district following the fellowship year.
8. The school district will:
  - a. Be in charge of overall supervision of the Teacher Fellow(s) performance at the school.
  - b. Conduct appraisals in accordance with district policies.
  - c. Meet, as needed, with assigned Teacher Fellow(s) and Exchange Teacher for the purpose of providing professional support and guidance to the Teacher Fellow.
  - d. Appoint a school-district employee to act as liaison between the school district and the TxState Teacher Fellows Director, and
  - e. Conduct an orientation with the Teacher Fellow(s) prior to placement in the classroom.

## VI

**Sovereign Immunity.** Notwithstanding any provision of this MOU, nothing herein shall be construed as a waiver by either party of its constitutional, statutory or common law rights, privileges, immunities or defenses. To the extent the terms of this paragraph conflicts with any other provision in this MOU, the terms of this paragraph shall control.

**Nondiscrimination.** In their execution of this MOU the parties and others acting by or through them shall comply with all federal and state laws prohibiting discrimination, harassment, and sexual misconduct. The parties agree not to discriminate on the basis of race, color, national origin, age, sex, religion, disability, veterans' status, sexual orientation, gender identity or gender expression. Any breach of this covenant may result in termination of this MOU.

## VII

1. If any portion of this MOU shall be deemed void or invalid, the remaining portions of the MOU shall continue in full force and effect.
2. This MOU represents the entire Agreement between the Parties, and it supersedes any prior understanding or written or oral agreement relating to the subject matter herein. This Agreement may not be modified, altered, changed, or amended, except by written agreement of the Parties.
3. This MOU and all claims arising from this MOU shall be interpreted and construed in accordance with the laws of the State of Texas, without regard to its conflict of laws principles. Any judicial action or proceeding between the parties relating to this MOU and all claims arising from this MOU shall be brought in the federal or state courts serving Hays County in the State of Texas.
4. No Party shall assign or otherwise transfer its interest in this MOU without the express written permission of the other Party.
5. This MOU may be simultaneously executed in several counterparts, each of which shall be an original and all of which shall be considered fully executed when all parties have executed an identical counterpart, notwithstanding that all signatures may not appear on the same counterpart.
6. By the execution and delivery of this MOU, the undersigned individuals warrant that they have been duly authorized by their governing body in order to enter into and perform the terms of this MOU.

**Signatures**

\_\_\_\_\_  
President, Board of Trustees

\_\_\_\_\_  
Date

\_\_\_\_\_  
Superintendent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Dean of College of Education, Texas State University

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chair, Curriculum & Instruction Department

\_\_\_\_\_  
Date

\_\_\_\_\_  
TxState Teacher Fellows Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Exchange Teacher

\_\_\_\_\_  
Date

\_\_\_\_\_  
Exchange Teacher

\_\_\_\_\_  
Date

\_\_\_\_\_  
TxState Teacher Fellow

\_\_\_\_\_  
Date

## Teacher Fellows Program Responsibility Agreement

This Agreement, dated the \_\_\_\_\_ day of \_\_\_\_\_, 2023, is between Texas State University (TxState) and **Hays CISD (also referred to herein as either the Party or Parties).**

### 1. Background

1.01. TxState operates a Teacher Fellows Program in its Department of Curriculum and Instruction as a part of its course of study for graduate level teacher development. The Teacher Fellows Program pairs experienced teachers with fully certified first year teachers. TxState believes the participation of experienced elementary school teachers in this program will enhance its teacher development curriculum and quality induction for new teachers. **Hays CISD** employs experienced elementary school teachers who are willing to participate as mentors in TxState's Teacher Fellows Program.

1.02. By participating in TxState Teacher Fellows Program, **Hays CISD's** Teacher Fellows and Exchange Teachers can benefit from intensive professional development activities.

### 2. Agreement

2.01. Sponsorship of Teacher Fellows. **Hays CISD** agrees to sponsor seven fully certified first-year teachers from TxState Teacher Fellows Program and to assign them duties under the terms of the Teacher Fellows Program Memorandum of Understanding between TxState and **Hays CISD**. The Terms of the Texas State University Teacher Fellows Program Memorandum of Understanding are incorporated by reference into this agreement. **Hays CISD** may assign these Teacher Fellows reasonable additional duties and may anticipate that they will perform their duties satisfactorily.

- a. Each Teacher Fellow will comply with state and federal laws and **Hays CISD's** district policies and administrative directives.
- b. The Teacher Fellows will not be employees of **Hays CISD**, but **Hays CISD** will allow Teacher Fellows to utilize the same sick leave and other leave allowed to other teachers **Hays CISD** employs. **Hays CISD** will treat absences in excess of normal leave according to its policies.
- c. After an academic year in this program, **Hays CISD** may credit each Teacher Fellow with a year of teaching experience for purposes of local district creditable service for placement on the salary schedule if **Hays CISD** subsequently employs the Teacher Fellow.
- d. The Teacher Fellow hereby agrees and understands that health insurance or worker's compensation is not afforded by the **Hays CISD**.

2.02 Exchange Teachers. **Hays CISD** will release one experienced teacher, to be known as a Exchange Teacher, from classroom duties with **Hays CISD**, and allow him/her to work full-time in TxState Teacher Fellows Program. The Parties will identify this teacher together. The Exchange Teacher will provide support services to TxState Teacher Fellows. TxState will assign duties to the Exchange Teacher, but the Exchange Teacher will remain an employee of **Hays CISD**, and will retain his/her current salary and be eligible for all employee benefits, including career ladder benefits. **Hays CISD** will pay these salaries and benefits.

2.03. TxState Support Services. TxState will provide professional support services to the Teacher Fellows and to **Hays CISD** as provided in this agreement and the Teacher Fellows Program.

### 3. Payment

3.01 **Hays CISD** will pay TxState TWO HUNDRED EIGHTY-EIGHT THOUSAND SEVEN HUNDRED FIFTY DOLLARS (**\$288,750**) in two installments of ONE HUNDRED FORTY-FOUR THOUSAND THREE HUNDRED SEVENTY-FIVE DOLLARS (\$144,375) each. The first installment is due on or before **September 15, 2023**. The second installment is due on or before **February 15, 2024**. This payment is for seven Teacher Fellows within **Hays CISD**.

Table for Teacher Fellows Program 2023-2024  
**Hays CISD**

7 Teacher Fellows	Total = <b>\$288,750</b>
-------------------	--------------------------

### 4. Term

4.01. This Agreement will begin on **July 31, 2023** and end on **July 31, 2024** unless sooner terminated as provided below.

4.02. Either Party may terminate this Agreement by giving the other 30 days written notice and reasonable opportunity to correct a perceived deficiency. If either Party terminates this Agreement under this section, the Parties will prorate the amount due to TxState according to the termination date.

### 5. General Provisions

5.01. Neither Party may assign its rights or obligations under this Agreement without the written consent of the other. This Agreement is binding on the Parties and their successors and their assigns where permitted by this Agreement.

5.02. This Agreement and all claims arising from this Agreement shall be interpreted and construed in accordance with the laws of the State of Texas, without regard to its conflict of laws principles. Any judicial action or proceeding between the parties relating to this Agreement and all claims arising from this Agreement shall be brought in the federal or state courts serving Hays County in the State of Texas.

5.03. In their execution of this Agreement the parties and others acting by or through them shall comply with all federal and state laws prohibiting discrimination, harassment, and sexual misconduct. -, The parties agree not to discriminate on the basis of race, color, national origin, age, sex, religion, disability, veterans' status, sexual orientation, gender identity or gender expression. Any breach of this covenant may result in termination of this Agreement.

5.04 This Agreement is the only agreement between the parties respecting this subject, and it supersedes all prior written or oral understandings between the parties respecting this subject.

5.05 Notwithstanding any provision of this Agreement, nothing herein shall be construed as a waiver by Texas State University of its constitutional, statutory or common law rights, privileges, immunities or defenses. To the extent the terms of this paragraph conflicts with any other provision in this Agreement, the terms of this paragraph shall control.

5.06. The Parties may not amend this agreement unless they do so in writing. Representatives of both parties must sign any amendment for it to be valid.

**Signatures**

\_\_\_\_\_  
President, Board of Trustees

\_\_\_\_\_  
Date

\_\_\_\_\_  
Superintendent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Dean of College of Education, Texas State University

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chair, Curriculum & Instruction Department

\_\_\_\_\_  
Date

\_\_\_\_\_  
TxState Teacher Fellows Representative

\_\_\_\_\_  
Date

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

Date: May 22, 2023

Agenda Item: Q.2b

Board Goal: Board/Staff/Community Relations

Subject: Consideration and possible approval of an Interlocal Agreement for Participation with Region 16 ESC  
Statewide Cooperative Purchasing Program

Administrator Responsible/Position: Randy Rau, Chief Financial Officer

**A. Purpose of Agenda Item:**

Action needed                       Information only                       Receive input

**B. Authority for This Action:**

Local Policy                       Law or Rule                       N/A

**C. Goal or Need Addressed:**

The purpose of this agenda item is to approve the interlocal agreement between Hays CISD and Region 16 Statewide Cooperative.

**D. Summary:**

**Previous board action relating to this item** – Hays CISD has utilized Region 16 ESC Statewide Cooperative for purchases of goods and services over \$3,499.

**Future action anticipated – N/A**

**Background information** – ESC 16, by this Agreement, agrees to serve as the sponsoring entity of a cooperative purchasing program (the “Program”) in conjunction with the above-named Entity and any other entity legally entitled to enter into the Program, which executes a similar agreement. The purpose of the Program shall be to obtain substantial savings for participating school districts and other governmental entities through executions of economies of scale and through seeking vendors on a regional, state, and nationwide basis.

**E. Scope of Options Reviewed:**

This is a one-time memo to the board of Hays CISD entering into an interlocal agreement with ESC 16

**F. Comments Received:**

Cabinet     DLT     FBOC     Teacher Org. Reps.     Other: Purchasing Department and campuses

**G. Administrative Recommendation:**

The administration recommends approval of the Interlocal agreement between Hays CISD and Region 16

**Advantages/benefits of this proposal** –

ESC 16 and the Entity have entered into this Agreement to provide cooperative purchasing opportunities to public schools and other governmental entities and the governing boards of such entities delegate to the superintendent or chief executive officer of the Entity the discretion to determine that making purchases through the program provides the best value to the Entity.

This Agreement was approved by the governing boards of the respective Parties at meetings that were posted and held in accordance with state law, including Chapter 551 of the Texas Government Code, commonly known as the Texas Open Meetings Act.

**Consequences of not approving recommendation** – The district will not be able to make purchases through Region 16 Cooperative

**H. Fiscal Impact and Cost: Total Amount: \$0**  
 Budget – General Operating Fund       Bond       Grant/Special Funds       Other  
Prior Year Spending – \$0  
Future/Ongoing – Ongoing – no cost to be a member of Region 16

**I. Monitoring and Reporting Timeline:**

**Person responsible for evaluating this decision or action** – Randy Rau, Nicole Turner, Purchasing Department Staff

**Evaluation method and timeline**

**Next report to the board** : As needed

**J. Suggested Motion:**

I move that the Hays CISD Board of Trustees approve the interlocal agreement between Hays CISD and Education Service Center Region 16, as presented.

**INTERLOCAL AGREEMENT**  
**for Participation in the**  
**Region 16 ESC Statewide Cooperative Purchasing Program**

**Contracting Parties:**

**HAYS CISD**

---

**School District/Governmental Entity**

**AND**

**Region 16 Education Service Center**

Texas Education Code §8.002 charges regional education service centers to provide services to enable school districts to operate more efficiently and economically. In order to increase the efficiency and effectiveness of purchasing operations, the Region 16 Education Service Center (“ESC 16”) and [*HAYS CISD*] School District/Governmental Entity (the “Entity”), collectively referred to as “the Parties,” enter into this Interlocal Agreement.

**I. Creation of the Cooperative Purchasing Program**

ESC 16, by this Agreement, agrees to serve as the sponsoring entity of a cooperative purchasing program (the “Program”) in conjunction with the above-named Entity and any other entity legally entitled to enter into the Program, which executes a similar agreement. The purpose of the Program shall be to obtain substantial savings for participating school districts and other governmental entities through executions of economies of scale and through seeking vendors on a regional, state, and nationwide basis.

**II. Authority**

Authority for the services provided under this Interlocal Agreement is granted under Government Code, Chapter 791, Subchapters A, B, and C; and Local Government Code, Chapter 271, Subchapter F, §§ 271.101 and 271.102.

**III. Termination**

This Interlocal Agreement (hereinafter the “Agreement”) is effective upon final execution by ESC 16 and shall automatically renew annually unless either party gives sixty (60) days prior written notice of non-renewal. This Agreement may be terminated without cause by either party upon (60) days prior written notice, or may also be terminated for cause at anytime upon written notice stating the reason for the termination and the effective date of such termination; however, the terminating party agrees to give the

affected party a thirty (30) day period to cure any identified breach. The terminating party further agrees to make any required payment to a vendor incurred during the time the party was a member of the Program.

#### **IV. Duties and Roles**

##### **A. Role of the ESC 16 as Program Sponsor:**

- (1) Provide for the organizational and administrative structure of the Program as Program Sponsor, by either using internal assets or through contracting with a third party to provide such matters.
- (2) Provide staff time necessary for efficient operation of the Program.
- (3) Provide for the initiation and implementation of activities related to the bidding and vendors selection process.
- (4) Provide members with procedures for ordering, delivery, and billing of goods and services available through the Program.

##### **B. Role of the Entity:**

- (1) Commit to participate in the Program by taking all action necessary to authorize the execution of this agreement in the appropriate space below.
- (2) Designate a contact person for the Program who will act under the direction of and on behalf of the Entity.
- (3) Commit to purchase products and services that become part of the official products and services list when it is in the best interest of the member Entity.
- (4) Prepare purchase orders issued to the appropriate vendor from the official award list provided by the Program.
- (5) Accept shipments of products ordered from vendors in accordance with standard purchasing procedures.
- (6) Pay vendors in a timely manner for all goods and services received.
- (7) Pursue any disputes regarding the quality or quantity of a vendor's goods and/or services directly with that vendor.

#### **V. General Provisions**

- A. The Parties agree to comply fully with all applicable federal, state, and local statutes, ordinances, rules, and regulations in connection with the Program contemplated under this Agreement. This Agreement is subject to all applicable present and future valid laws governing such Program.
- B. This Agreement shall be governed by the law of the State of Texas and the Parties agree that venue shall be in the county in which the central administrative offices of ESC 16 are located.

- C. This Agreement contains the entire agreement of the Parties hereto with respect to the matters covered by its terms, and it may not be modified in any manner without the express written consent of the Parties.
- D. If any term(s) or provision(s) of this Agreement are held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions of this Agreement shall remain in full force and effect.
- E. The Parties to this Agreement expressly acknowledge and agree that all monies paid pursuant to this Agreement shall be paid from budgeted available funds for the current fiscal year of each such Entity.
- F. The Parties agree that payments made through this Agreement fairly compensate the performing party for any services or functions performed.
- G. Before any party may resort to litigation, any claims, disputes or other matters in question between the Parties to this Agreement shall be submitted to nonbinding mediation.
- H. Nothing contained in this agreement prohibits a Party from either creating other purchasing cooperatives or participating as a member of other purchasing cooperatives.
- I. No Party to this Agreement waives or relinquishes any immunity or defense on behalf of themselves, their directors, officers, employees, and agents as a result of its execution of this Agreement and performance of the functions and obligations described herein.
- J. This Agreement may be negotiated and transmitted between the Parties by means of a facsimile machine or e-mail and the terms and conditions agreed to by such means are binding upon the Parties.

## **VI. Authorization**

ESC 16 and the Entity have entered into this Agreement to provide cooperative purchasing opportunities to public schools and other governmental entities and the governing boards of such entities delegate to the superintendent or chief executive officer of the Entity the discretion to determine that making purchases through the program provides the best value to the Entity.

This Agreement was approved by the governing boards of the respective Parties at meetings that were posted and held in accordance with state law, including Chapter 551 of the Texas Government Code, commonly known as the Texas Open Meetings Act.

## **VII. Non-Discrimination Clause**

It is the policy of ESC 16 and the Entity not to discriminate on the basis of age, race,

religion, color, national origin, sex, or handicap in its programs, services, or activities as required by Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Education Amendments of 1972; and Section 504 of the Rehabilitation Act of 1973, as amended.

The individuals signing below are authorized to do so by the respective parties to this Agreement.

Entity \_\_\_\_\_  
By: Randall Ray  
Authorized Signature

ESC 16  
By: \_\_\_\_\_  
Authorized Signature

CHIEF FINANCIAL OFFER  
Title

CHIEF FINANCIAL OFFICER  
Title

Date \_\_\_\_\_  
NICOLE TURNER Nicole Turner  
Entity Contact Person

Date \_\_\_\_\_  
ANDREW PICKENS  
ESC 16 Contact Person

DIRECTOR OF PURCHASING  
Title of Contact

DIRECTOR OF PURCHASING  
Title of Contact

21003 IH 35  
Street Address

5800 BELL STREET  
Street Address

KYLE, TX 78640  
City, State Zip

AMARILLO, TX 79109  
City, State Zip

512.268.2141  
Contact's Telephone Number

806-677-5040  
Contact's Telephone Number

PURCHASING@HAYSCISD.NET  
E-mail Address

andrew.pickens@esc16.net  
E-mail Address

Please send two signed original Interlocal Agreements to Region 16 ESC, Attn: Andrew Pickens, Director of Purchasing, 5800 Bell Street, Amarillo, TX 79109-6230. Upon execution, a signed original will be returned to the Entity Contact Person listed above.

**RESOLUTION OF THE BOARD OF TRUSTEES**

**OF**

**HAYS CISD SCHOOL DISTRICT**

In accordance with Chapters 791 of the Texas Government Code and 271 of the Texas Local Government Code, Board of Trustees of the HAYS CISD (“the School District”) does hereby make the following Resolution approving the Terms and Conditions of an Interlocal Agreement between the School District and the Region 16 Service Center, which serves as the sponsor of TexBuy, a cooperative purchasing program for goods and services (“the Agreement”) designating the School District Superintendent or the Superintendent’s designee, as official representative of the School District relating to the Program.

WHEREAS, the Board of Trustees of the School District finds it in the best interests of the School District to pool with other school districts and the Region 16 Service Center to increase its purchasing economy of scale;

WHEREAS, the Board of Trustees of the School District further finds it in the best interests of the School District to access low-cost goods and services advertized to potential vendors on a nationwide basis;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE SCHOOL DISTRICT:

Section I. The Terms and conditions of the agreement having been reviewed by the Board of Trustees of the School District is found to be acceptable and in the best interests of the School District and its citizens and is hereby for all things approved.

Section II. The Superintendent of the School District or the Superintendent’s designee is hereby designated and authorized to act for the School District in all matters relating to the Agreement, including executing the Agreement on behalf of the Board of Trustees of the School District.

Section III. The Board delegates to the School District Superintendent or the Superintendent’s designee, to the fullest extent allowed under Texas Education Code §44.0312, any and all authority to take any action to provide the School District with low-cost goods and services under the Agreement.

Section IV. There is not a management fee or any other fee to be paid to TexBuy or Region 16 Education Service Center by the School district; therefore, the provisions of Texas Education Code §44.0331 do not apply.

Section V. It is the policy of Region 16 ESC, TexBuy and the School District not to discriminate on the basis of age, race, religion, color, national origin, sex, or handicap in its programs, services, or activities as required by Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Education Amendments of 1972; and Section 504 of the Rehabilitation Act of 1973, as amended.

Section VI. This resolution shall become effective from and after its passage.

DULY PASSED AND APPROVED THIS THE 24<sup>TH</sup> DAY OF APRIL, 2023.

(Authorized Signature)

\_\_\_\_\_

Board President

In witness thereof, I have hereunto set my hand and affixed my official seal this

\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

ATTEST:

\_\_\_\_\_

Board Secretary

TEXAS OPEN MEETINGS ACT AGENDA POSTING  
TO CONSIDER ADOPTION OF TEXBUY MEMBERSHIP RESOLUTION

"Consideration and possible action to join Texbuy, a cooperative purchasing program for goods and services, through the adoption of a Board resolution authorizing the District to enter into an Interlocal agreement with Region 16 Education Service Center."



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

Date: May 22, 2023

Agenda Item: Q.2c

Board Goal: Board/Staff/Community Relations

Subject: Consideration and possible approval of the Hays CISD Depository Contract Extension

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

**Summary:**

Previous board action relating to this item: The district awarded a depository contract to Wells Fargo Bank at the June 2021 regular board meeting. The depository contract was for a two-year term (July 1, 2021 to June 30, 2023).

Future action anticipated:

Previous board action relating to this item: Texas Education Code, Chapter 45, Subchapter G, School District Depositories, Section 45.201 through 45.209, requires a school district to award a depository contract each biennium. The depository shall serve for a term of two years. A district and its depository bank may agree to extend the contract for three additional two-year terms. The contract may be modified for each two-year extension if both parties mutually agree to the terms. The contract term and any extension must coincide with the district's fiscal year. An extension is not subject to the requirements of Education Code 45.206 The District can extend the existing depository contract with Wells Fargo for an additional two-year period (July 1, 2023 to June 30, 2025). This would be the first of three possible extensions allowed for the District.

**C. Administrative Recommendation:**

The administration recommends approval of the depository contract extension between Hays CISD and Wells Fargo, as presented

**D. Fiscal Impact and Cost:**

Amount: N/A

Budget

Bond

Grant/Special Funds

Other

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

Person responsible for evaluating this decision or action – Randy Rau

**F. Suggested Motion:**

I move that the Hays CISD Board of Trustees approve the Depository Contract Extension with Wells Fargo, as presented.

**Board Resolution Extending Depository Contract for Funds  
Of Independent School Districts Under Texas Education Code,  
Chapter 45, Subchapter G, School District Depositories**

**Resolved by the** Hays Consolidated Independent School District Board of Trustees **that:**

*Board of Trustees*

Wells Fargo Bank, N.A. located at Hays  
*(Name of Depository Bank) (Name of County)*

County, State of Texas, being a bank as defined in section 45.201 of the Texas Education Code, and Hays Consolidated Independent School District (CDN: 105-906) agree to extend this depository  
*(Name of District)*

contract pursuant to Texas Education Code Section 45.205, for an additional two-year term from July 1, 2023, through June 30, 2025. Under Texas Education Code Section 45.205(b), a school district and the district's depository bank may agree to extend a depository contract for three additional two-year terms. The extension constitutes the parties' first two-year term.  
*(first, second, third)*

Furthermore, under Texas Education Code Section 45.205(c), the contract term and any extension must coincide with the school district's fiscal year.

AGREED AND ACCEPTED on behalf of Hays Consolidated Independent School District  
*Name of District*

this the 22nd day of May, 2023.

\_\_\_\_\_  
*Signature of President of School Board*

AGREED AND ACCEPTED on behalf of Depository this the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
*Typed Name of Depository*

\_\_\_\_\_  
*Signature of Authorized Bank Officer*

\_\_\_\_\_  
*Title of Authorized Bank Officer*

**Acknowledgement**

Acknowledged before me in \_\_\_\_\_ County, Texas, on \_\_\_\_\_, 20\_\_, by

\_\_\_\_\_, bank officer of the Depository named in the preceding document, for the Depository.

\_\_\_\_\_  
Signature of Notary

(SEAL)

Notary Public in and for \_\_\_\_\_  
County, Texas

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

Date: May 22, 2023

Agenda Item: Q.3

Board Goal: Board/Staff/Community Relations

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:**

The administration recommends approval of the budget amendment, as presented.

**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 9 – May 22, 2023

**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	\$ (85,172)
12 - Instructional Resources and Media Services	\$ 0
13 - Instructional Staff Development	\$ 44,417
21 - Instructional Administration	\$ 1,500
23 - Campus Administration	\$ 34
31 - Guidance and Counseling Services	\$ (5,422)
32 - Social Work Services	\$ 800
33 - Health Services	\$ (1,997)
34 - Transportation	\$ 0
36 - Co curricular / Extracurricular	\$ 4,860
41 - General Administration	\$ (800)
51 - Maintenance	\$ (220)
52 - Security	\$ 0
53 - Data Services	\$ 42,000
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
<b>Total Net Transfers</b>	<b>\$ \$0</b>

**REQUESTS for Re-APPROPRIATIONS:**

**General Operating Fund:**

No new appropriations requested:

Adjust allocation for TRS On-Behalf; costs associated with tax year 2017, 2019, and 2020 property values audits.

<b>General Operating Fund Re-Appropriations Summary</b>			
<b>Description</b>	<b>Official Budget</b>	<b>Increase/ (Decrease)</b>	<b>Amended Budget</b>
<b><u>Revenues:</u></b>			
199-00-5831-00-000-00-0	\$ 10,473,015	\$ 2,000,000	\$ 12,473,015
199-00-5812-PY-000-00-0	\$ 0	\$ 101,030	\$ 101,030
<b>Total</b>	<b>\$ 10,473,015</b>	<b>\$ 2,101,030</b>	<b>\$ 12,574,045</b>
<b><u>Expenditures:</u></b>			
199-11-6144-00-999-99-2-0	\$ 6,664,457	\$ 1,272,688	\$ 7,937,145
199-12-6144-00-999-99-2-0	\$ 150,398	\$ 28,722	\$ 179,120
199-13-6144-00-999-99-2-0	\$ 106,795	\$ 100,394	\$ 207,189
199-21-6144-00-999-99-2-0	\$ 290,312	\$ 55,440	\$ 345,752
199-23-6144-00-999-99-2-0	\$ 720,058	\$ 137,508	\$ 857,566
199-31-6144-00-999-99-2-0	\$ 365,211	\$ 69,744	\$ 434,955
199-32-6144-00-999-99-2-0	\$ 15,936	\$ 23,044	\$ 38,980
199-33-6144-00-999-99-2-0	\$ 129,676	\$ 24,764	\$ 154,440
199-34-6144-00-999-99-2-0	\$ 573,682	\$ 29,554	\$ 603,236
199-36-6144-00-999-99-2-0	\$ 184,048	\$ 35,148	\$ 219,196
199-41-6144-00-999-99-2-0	\$ 254,833	\$ 48,664	\$ 303,497
199-51-6144-00-999-99-2-0	\$ 664,991	\$ 36,992	\$ 701,983
199-52-6144-00-999-99-2-0	\$ 105,363	\$ 20,120	\$ 125,483
199-53-6144-00-999-99-2-0	\$ 233,075	\$ 24,510	\$ 257,585
199-61-6144-00-999-99-2-0	\$ 14,180	\$ 92,708	\$ 106,888
199-41-6212-00-726-99-0-0	\$ 67,500	\$ 101,030	\$ 168,530
<b>Total</b>	<b>\$ 10,540,515</b>	<b>\$ 2,101,030</b>	<b>\$ 12,641,545</b>
<b>Total Net Appropriations (Revenues minus Expenditures)</b>		<b>\$ 0</b>	

**ACTION REQUIRED**

Board Approval

**SUPPORT INFORMATION**

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

**Hays Consolidated Independent School District**  
**Budget Amendment 9 Support Information**  
**for the Fiscal Year Ending June 30, 2023**

**Budget Amendment #9 Support:**

<u>Account</u>	<u>Function</u>	<u>Location</u>	<u>Amount</u>	<u>User ID</u>	<u>Status</u>	<u>Original Period</u>	<u>New Period</u>	<u>JE #</u>	<u>JE #</u>	<u>Reason</u>
182-13-6411-33-043-99-1-0	13	043	\$ (1,800.00)	mendezt	Pending	10		285		unable to go to conference, move to supplies
182-11-6399-33-043-11-1-0	11	043	\$ 1,800.00	mendezt	Pending	10		285		unable to go to conference, move to supplies
182-13-6411-35-043-99-1-0	13	043	\$ (1,086.00)	mendezt	Pending	10		285		move to supplies
182-11-6399-35-043-11-1-0	11	043	\$ 1,086.00	mendezt	Pending	10		285		move to supplies
199-11-6122-00-111-11-1-0	11	111	\$ (1,164.00)	bradyt	Pending	10		352		xfer for teacher travel
199-51-6319-00-111-99-1-0	51	111	\$ (110.00)	bradyt	Pending	10		352		xfer for teacher travel
199-31-6399-00-111-99-1-0	31	111	\$ (180.00)	bradyt	Pending	10		352		xfer for teacher travel
199-23-6399-00-111-99-1-0	23	111	\$ (138.00)	bradyt	Pending	10		352		xfer for teacher travel
199-13-6411-00-111-99-1-0	13	111	\$ 1,592.00	bradyt	Pending	10		352		xfer for teacher travel
199-13-6411-00-108-99-1-0	13	108	\$ (672.00)	padierj	Pending	10		441		AP computer
199-23-6394-TE-108-99-1-0	23	108	\$ 672.00	padierj	Pending	10		441		AP computer
199-13-6399-00-108-99-1-0	13	108	\$ (500.00)	padierj	Pending	10		453		EOY transfer to cover account deficit
199-23-6399-00-108-99-1-0	23	108	\$ 500.00	padierj	Pending	10		453		EOY transfer to cover account deficit
199-11-6397-TE-943-24-3-0	11	943	\$ (8,000.00)	logniond	Pending	10		535		cover conference and supplies expenses
199-13-6411-RT-943-24-3-0	13	943	\$ 3,500.00	logniond	Pending	10		535		cover conference and supplies expenses
199-13-6295-RT-943-24-3-0	13	943	\$ 4,000.00	logniond	Pending	10		535		cover conference and supplies expenses
199-13-6417-RT-943-24-3-0	13	943	\$ 500.00	logniond	Pending	10		535		cover conference and supplies expenses
183-11-6295-10-005-11-1-0	11	005	\$ 931.00	reyesamy	Pending	10		723		cover anticipated expenses
183-11-6412-10-005-11-1-0	11	005	\$ 487.00	reyesamy	Pending	10		723		cover anticipated expenses
183-11-6494-10-005-11-1-0	11	005	\$ 641.00	reyesamy	Pending	10		723		cover anticipated expenses
183-13-6411-10-005-11-1-0	13	005	\$ 641.00	reyesamy	Pending	10		723		cover anticipated expenses
183-13-6399-10-005-11-1-0	13	005	\$ (200.00)	reyesamy	Pending	10		723		cover anticipated expenses
183-36-6399-10-005-11-1-0	36	005	\$ (2,500.00)	reyesamy	Pending	10		723		cover anticipated expenses
199-31-6329-00-945-99-3-0	31	945	\$ (1,347.00)	montielk	Pending	10		1036		TSI TESTING UNITS
199-31-6394-TE-945-99-3-0	31	945	\$ (2,885.00)	montielk	Pending	10		1036		TSI TESTING UNITS
199-31-6397-TE-945-99-3-0	31	945	\$ (830.00)	montielk	Pending	10		1036		TSI TESTING UNITS
199-11-6339-HS-945-11-3-0	11	945	\$ 5,062.00	montielk	Pending	10		1036		TSI TESTING UNITS
199-36-6412-00-006-22-1-0	36	006	\$ 4,000.00	mitchellsuzi	Posted	10		1038		Cover student travel CTE state competition
199-11-6399-00-331-22-3-0	11	331	\$ (4,000.00)	mitchellsuzi	Posted	10		1038		Cover student travel CTE state competition
199-11-6112-CC-001-24-3-0	11	001	\$ (500.00)	whitejacksong	Pending	10		1168		Cover travel
199-13-6411-CC-001-24-3-0	13	001	\$ 500.00	whitejacksong	Pending	10		1168		Cover travel
199-33-6112-00-108-99-1-0	33	108	\$ (1,600.00)	padierj	Pending	10		1256		EOY transfer to cover expenses
199-33-6399-00-108-99-1-0	33	108	\$ (100.00)	padierj	Pending	10		1256		EOY transfer to cover expenses
199-11-6399-00-108-11-1-0	11	108	\$ 1,700.00	padierj	Pending	10		1256		EOY transfer to cover expenses
199-13-6399-00-108-99-1-0	13	108	\$ (500.00)	padierj	Pending	10		1257		EOY transfer to cover account deficit
199-13-6411-00-108-99-1-0	13	108	\$ (672.00)	padierj	Pending	10		1257		EOY transfer to cover account deficit
199-11-6399-00-108-11-1-0	11	108	\$ 1,172.00	padierj	Pending	10		1257		EOY transfer to cover account deficit
199-13-6295-81-108-99-1-0	13	108	\$ (3,850.00)	padierj	Pending	10		1258		EOY transfer to cover account deficit
199-11-6399-81-108-11-1-0	11	108	\$ 3,850.00	padierj	Pending	10		1258		EOY transfer to cover account deficit
199-11-6329-00-114-11-1-0	11	114	\$ (1,200.00)	ramireza	Pending	10		1267		transfer to supplies
199-23-6399-00-114-99-1-0	23	114	\$ 1,200.00	ramireza	Pending	10		1267		transfer to supplies
199-11-6397-TE-943-24-3-0	11	943	\$ (2,000.00)	logniond	Pending	10		1291		cover teacher training supplies
199-13-6399-RT-943-24-3-0	13	943	\$ 1,500.00	logniond	Pending	10		1291		cover teacher training supplies
199-13-6498-RT-943-24-3-0	13	943	\$ 500.00	logniond	Pending	10		1291		cover teacher training supplies
199-11-6397-TE-943-24-3-0	11	943	\$ (10,000.00)	logniond	Pending	11		73		cover anticipated expenses
199-13-6295-RT-943-24-3-0	13	943	\$ 2,000.00	logniond	Pending	11		73		cover anticipated expenses
199-13-6399-RT-943-24-3-0	13	943	\$ 2,000.00	logniond	Pending	11		73		cover anticipated expenses
199-13-6411-RT-943-24-3-0	13	943	\$ 6,000.00	logniond	Pending	11		73		cover anticipated expenses
199-33-6399-00-043-99-1-0	33	043	\$ (250.00)	silvam	50 Pending	11		81		EOY transfer to cover contract service
199-36-6495-00-043-99-1-0	36	043	\$ (750.00)	silvam	Pending	11		81		EOY transfer to cover contract service

**Hays Consolidated Independent School District**  
**Budget Amendment 9 Support Information**  
**for the Fiscal Year Ending June 30, 2023**

**Budget Amendment #9 Support:**

<u>Account</u>	<u>Function</u>	<u>Location</u>	<u>Amount</u>	<u>User ID</u>	<u>Status</u>	<u>Original Period</u>	<u>New Period</u>	<u>JE # JE #</u>	<u>Reason</u>
199 -11-6295-00-043-11-1-0	11	043	\$ 1,000.00	silvam	Pending	11		81	EOY transfer to cover contract service
199 -11-6397-TE-943-37-3-0	11	943	\$ (8,000.00)	logniond	Pending	11		86	cover anticipated expenses
199 -13-6295-00-943-37-3-0	13	943	\$ 8,000.00	logniond	Pending	11		86	cover anticipated expenses
199 -31-6399-00-111-99-1-0	31	111	\$ (180.00)	bradyt	Pending	11		142	transfer to supplies
199 -33-6399-00-111-99-1-0	33	111	\$ (47.00)	bradyt	Pending	11		142	transfer to supplies
199 -51-6319-00-111-99-1-0	51	111	\$ (110.00)	bradyt	Pending	11		142	transfer to supplies
199 -11-6399-NK-111-11-1-0	11	111	\$ 337.00	bradyt	Pending	11		142	transfer to supplies
199 -11-6241-00-925-99-4-0	11	925	\$ (42,000.00)	chapar	Posted	11		155	intercom replacement for SHES
199 -53-6295-TE-925-99-4-0	53	925	\$ 42,000.00	chapar	Posted	11		155	intercom replacement for SHES
199 -11-6397-TE-921-25-3-0	11	921	\$ (13,000.00)	logniond	Pending	11		190	cover anticipated expenses
199 -13-6417-00-921-25-3-0	13	921	\$ 5,000.00	logniond	Pending	11		190	cover anticipated expenses
199 -13-6411-00-921-25-3-0	13	921	\$ 2,500.00	logniond	Pending	11		190	cover anticipated expenses
199 -13-6499-00-921-25-3-0	13	921	\$ 250.00	logniond	Pending	11		190	cover anticipated expenses
199 -13-6394-TE-921-25-3-0	13	921	\$ 1,500.00	logniond	Pending	11		190	cover anticipated expenses
199 -13-6397-TE-921-25-3-0	13	921	\$ 250.00	logniond	Pending	11		190	cover anticipated expenses
199 -13-6399-00-921-25-3-0	13	921	\$ 2,000.00	logniond	Pending	11		190	cover anticipated expenses
199 -21-6411-00-921-25-3-0	21	921	\$ 800.00	logniond	Pending	11		190	cover anticipated expenses
199 -21-6417-00-921-25-3-0	21	921	\$ 700.00	logniond	Pending	11		190	cover anticipated expenses
199 -11-6399-00-116-11-1-0	11	116	\$ (4,110.00)	chavezro	Pending	11		201	cover stipends
199 -36-6118-28-116-99-1-0	36	116	\$ 4,110.00	chavezro	Pending	11		201	cover stipends
199 -23-6394-TE-112-99-1-0	23	112	\$ (2,200.00)	penab	Pending	11		269	transfer to supplies
199 -11-6399-00-112-11-1-0	11	112	\$ 2,200.00	penab	Pending	11		269	transfer to supplies
199 -41-6295-00-731-99-3-0	41	731	\$ (800.00)	bracamontese	Pending	11		286	AIS local travel
199 -32-6417-00-917-99-3-0	32	917	\$ 800.00	bracamontese	Pending	11		286	AIS local travel
199 -11-6397-TE-943-24-3-0	11	943	\$ (8,000.00)	logniond	Pending	11		302	cover anticipated expenses
199 -13-6399-RT-943-24-3-0	13	943	\$ 8,000.00	logniond	Pending	11		302	cover anticipated expenses
199 -11-6112-11-942-11-3-0	11	942	\$ (2,700.00)	lopezo	Pending	11		304	transfer to training supplies
199 -13-6399-00-942-99-3-0	13	942	\$ 2,700.00	lopezo	Pending	11		304	transfer to training supplies
199 -11-6399-00-949-11-3-0	11	949	\$ (314.00)	montielk	Pending	11		396	EOY transfer to cover account deficit
199 -11-6117-00-949-11-3-0	11	949	\$ (450.00)	montielk	Pending	11		396	EOY transfer to cover account deficit
199 -13-6117-00-949-99-3-0	13	949	\$ 764.00	montielk	Pending	11		396	EOY transfer to cover account deficit

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

Date: May 22, 2023

Agenda Item: Q.4

Board Goal: Student Achievement

Subject: Consideration and possible approval of Application for Optional Flexible School Day Program at Live Oak Academy for the 2023-2024 School Year

Administrator Responsible/Position: Doug Agnew, Principal, Live Oak Academy

**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:**

- We wish to provide flexible school hours with additional support and interventions to students who are at risk of dropping out of a traditional school or have decided they want to continue past their 4th year of high school. Many of these students are unable to attend school in a traditional setting due to work and family commitments.
- We want to improve student performance by increasing the number of students successfully completing courses thus reducing the dropout rate at all high schools.
- We want to increase student attendance by offering students the opportunity to participate in a flexible school day.
- We want to increase the number of students re-enrolling to complete their high school education by offering flexible school hours.
- We will provide effective transition services to post-secondary education and/or career of choice through continued monitoring of course progress, attendance, and assessment performance.

It is our hope that the flexible schedule increases opportunities for students to complete required core academic coursework; graduate from high school; and realize a future of college and/or career options.

**D. Summary:**

- Previous board action relating to this item** – The Board approved the Application for the Optional Flexible School Day Program for the 2022-2023 school year in May 2022.
- Future action anticipated -**
- Background information -**

**E. Comments Received:**

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

**G. Administrative Recommendation:**

The administration recommends the board approve the Optional Flexible School Day Program Application, as presented.

**H. Fiscal Impact and Cost:                      Amount N/A**

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

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

**Person responsible for evaluating this decision or action: Mary Noble, Deputy Academic Officer**

**Evaluation method and time line -**

**Next report to the board - Yearly**

**J. Suggested Motion**

I move that the Hays CISD Board of Trustees approve the Optional Flexible School Day Program Application for the 2023-2024 school year, as presented

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

Date: May 22, 2023

Agenda Item: R.1a

Board Goal: Board/Staff/Community Relations

Subject: Consideration and possible approval of the Superintendent's recommendation to contractually employ administrative personnel

Administrator Responsible/Position: Marivel Sedillo, Deputy Superintendent / Chief Academic Officer

**A. Purpose of Agenda Item:**

Action needed                       Information only                       Receive input

**B. Authority for This Action:**

Local Policy                       Law or Rule                       N/A  
DP and DC (Legal & Local)

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

- Lehman High School Academic Dean
- Hays High School Assistant Principal

**D. Summary:**

Previous board action relating to this item  
 Future action anticipated -  
 Background information - In accordance with policy DC (Local), the Superintendent has sole authority to recommend the employment of contractual personnel who serve as administrators and the Board of Trustees retains final authority to approve such personnel.

**E. Comments Received:**

Cabinet     DLT     FBOC     Teacher Org. Reps.     Other -Campus-Level Interview Committee and District-Level Committee

**F. Administrative Recommendation:**

Administration recommends the Board of Trustees approve the Superintendent's recommendations regarding the employment of administrative professional personnel.

**G. Fiscal Impact and Cost:    Amount: Approx. \$180,170**

Budget                       Bond                       Grant/Special Funds                       Other

**H. Monitoring and Reporting Timeline:**

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

Evaluation method and timeline – The contractual personnel who serve as administrators undergo an annual performance appraisal.

**I. Suggested Motion:**

I move that the Hays CISD Board of Trustees approve the Superintendent's recommendation to contractually employ the Academic Dean at Lehman High School and an Assistant Principal at Hays High School, as presented.

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

Date: May 22, 2023

Agenda Item: R.2

Board Goal: Board/Staff/Community Relations

Subject: Consideration and possible nomination of an individual to serve on the TASB Board of Directors – Region 13, Position B

Administrator Responsible/Position: Board Matter

**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:**

Consideration and possible endorsement of an individual to serve on the TASB Board of Directors –Region 13, Position B

**D. Summary:**

Previous board action relating to this item -

Future action anticipated -

**Background information** - The Board of Trustees has been invited to nominate a trustee from the Hays CISD Board for the Region 13, Position B, seat on the TASB Board. The position is currently held by Mary Jane Hetrick (Dripping Springs ISD). Ms. Hetrick has indicated that she will be seeking reelection. The term of this position is for three years beginning at the close of the 2023 Annual TASA/TASB Convention and expiring after Convention 2026.

A TASB Director represents his or her region on the Board, guiding the organization to ensure that the Association fulfills its mission to provide advocacy, visionary leadership, and high-quality services to its members.

Nominations must be received in the TASB Headquarters no later than Thursday, June 30, 2023.

**E. Suggested Motion**

No motion required – Board Matter

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

Date: May 22, 2023

Agenda Item: R.3

Board Goal: Board/Staff/Community Relations

Subject: Consideration and possible approval of an amendment to the 2023-2024 School Calendar to restore the original spring break, and add additional build-in time for weather or buses

Administrator Responsible/Position: Tim Savoy, Chief Communication Officer

**A. Purpose of Agenda Item:**

Action needed

Information only

Receive input

**B. Authority for This Action:**

Local Policy: EB (Local)

Law or Rule

N/A

**C. Goal or Need Addressed:**

The goal is to restore the originally planned 2024 spring break to the week of March 11, 2024; to add additional minutes for inclement weather, and to allow additional time for busses to reach campuses.

**D. Summary:**

Previous board action relating to this item – Original adoption of the Hays CISD 2023 – 2024 calendar occurred in January 2022 with the contingency that the 2024 spring break would match that of the University of Texas at Austin. The original Hays CSID 2024 Spring Break was adopted as March 11 – 15. The University of Texas at Austin has published its calendar with its 2024 Spring Break scheduled for March 18 – 22.

We anticipated other entities to move to match UT's spring break in 2024, and so pre-emptively recommended the Board move the Hays CISD 2024 spring break to the week of March 18, 2024, which it did earlier in the year. No other entities have yet moved to match UT's 2024 spring break – as has generally happened in past year. ACC remains the week of March 11, 2024. Texas State has not yet formally published, but has the week of March 11, 2024, as its planned date for spring break. Most Austin area school districts – in matching with ACC – have the week of March 11, 2024, as spring break. Additionally, the bulk of the SXSW festival will fall during the week of March 11, 2024.

**E. Administrative Recommendation:**

The recommendation is to restore the Hays CISD 2024 Spring Break to the week of March 11, 2024, and to adjust the bell schedules as depicted.

If is further recommended that, to allow parents, staff, and the community to plan for next year, the district lock in spring break 2024 during the week of March 11, 2024, with no further changes regardless of what other entities may do prior to spring break in 2024.

**F. Fiscal Impact and Cost:**

Amount: N/A

Budget

Bond

Grant/Special Funds

Other

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

Person responsible for evaluating this decision or action - Tim Savoy

**H. Suggested Motion:**

I move that the Hays CISD Board of Trustees adopt the revised 2023-2024 Hays CISD Academic Calendar, as presented.



# HAYS CISD 2023 – 2024 CALENDAR

4 Student/ Staff Holiday

JULY 2023						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

0 Days / 0 Minutes

JANUARY 2024						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

1 Student/ Staff Holiday  
 2 Staff Exchange Day/  
 Student Holiday  
 3 Staff Workday/  
 Student Holiday  
 4 Third 9-Week Grading  
 Period Begins  
 15 Student/ Staff Holiday

19 Days / 8,455 Minutes

2-14 Staff Workday/  
 Student Holiday  
 15 First Day of School/ First  
 9-Weeks Grading Period

AUGUST 2023						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

13 Days / 5,785 Minutes

FEBRUARY 2024						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16*	17
18	19	20	21	22	23	24
25	26	27	28	29		

16 Staff Workday/  
 Student Holiday  
 16\* Weather Make Up Day  
 (Check district notices.  
 May not be necessary.)  
 19 Student/ Staff Holiday

19 Days / 8,455 Minutes

4 Student/ Staff Holiday  
 22 6-Week UIL Eligibility  
 Cut-Off Date

SEPTEMBER 2023						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

20 Days / 8,900 Minutes

MARCH 2024						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

8 Grading Period/ UIL  
 Eligibility Cut-Off Date  
 18 Fourth 9-Week Grading  
 Period Begins  
 11-15 Student/ Staff Holidays  
 Student/ Staff Holiday  
 29 Reflects the Restored  
 Spring Break back to the  
 Original Week

15 Days / 6,675 Minutes

6 Staff Workday/  
 Student Holiday  
 6 Grading Period/ UIL  
 Eligibility Cut-Off Date  
 9 Student/ Staff Holiday  
 10 Second 9-Weeks Grading  
 Period Begins  
 30 Staff Exchange Day/  
 Student Holiday  
 31 Staff Workday/  
 Student Holiday

OCTOBER 2023						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

18 Days / 8,010 Minutes

APRIL 2024						
S	M	T	W	Th	F	S
	1*	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

1 Staff Workday/  
 Student Holiday  
 1\* Weather Make Up Day  
 (Check district notices.  
 May not be necessary.)

21 Days / 9,345 Minutes

1 Staff Workday/  
 Student Holiday  
 20-24 Student/ Staff Holidays

NOVEMBER 2023						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

16 Days / 7,120 Minutes

MAY 2024						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

21-22 Early Release High  
 School Only/ Finals  
 23 Early Release 6<sup>th</sup> – 12<sup>th</sup>  
 Grades/ Finals  
 23 Grading Period/UIL  
 Eligibility Cut-Off Date  
 23 Last Day of School  
 24 Staff Work Day  
 27 Student/ Staff Holiday

17 Days / Minutes:  
 7,565 E / 7,470 M / 6,995 H

13-14 Early Release High  
 School Only/ Finals  
 15 Early Release 6<sup>th</sup> – 12<sup>th</sup>  
 Grades/ Finals  
 15 Grading Period/UIL  
 Eligibility Cut-Off Date  
 18-29 Student/ Staff Holidays

DECEMBER 2023						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

11 Days / Minutes:  
 4,895 E / 4,800 M / 4,325 H

JUNE 2024						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

19 Student/ Staff Holiday

0 D / 0 E / 0 M / 0 H



## 2023 – 2024 UIL ELIGIBILITY CHART (FOR GRADES 6 – 12 ONLY)

Report	Grading Period Ends	Grades Online by Midnight	Report Issued	Eligibility Affected
Progress Report				<h3 style="margin: 0;">Chart to Be Updated Upon Calculation of UIL Dates</h3>
Eligibility Report				
Report Card				
Eligibility/Progress Report				
Eligibility/Progress Report				
Report Card				
Eligibility/Progress Report				
Eligibility/Progress Report				
Report Card				
Eligibility/Progress Report				
Eligibility/Progress Report				
Report Card				

\* Students who did not earn the appropriate amount of credits may regain  
 \*\* Failure to earn enough high school credits may affect UIL eligibility for next school year  
 This chart is subject to change if inclement weather days cause school to be closed.

Reflects Added 10 minutes to end of MS day (+1,670 total added instructional minutes for the year.

Reflects a moved HS start time forward 10 minutes and end time forward time by 15 minutes (+775 total added instructional minutes for the year.

### BELL SCHEDULE

Elementary Schools	Middle Schools	High Schools
7:30 a.m. – 2:55 p.m. <i>no early release days</i>	8:10 a.m. – 3:45 p.m. (regular days) 8:10 a.m. – 2:00 p.m. (early release days)	8:55 a.m. – 4:25 p.m. (regular days) 8:55 a.m. – 1:00 p.m. (early release days)
7:25/day (445 minutes) [-No early releases]	7:35/day (455 minutes) [-105 minutes each early release]	7:30/day (450 minutes) [-205 minutes each early release]
<b>75,205</b> Minutes of Instruction*	<b>76,685</b> Minutes of Instruction*	<b>74,820</b> Minutes of Instruction*
*Hays CISD requires 73,500 minutes of instruction this school year, which includes the state mandated 75,600 minutes, less 2,100 minutes that has been waived for staff development. Additional minutes denoted in this chart will be applied to cover inclement weather or COVID-related school closures or delays.		

### CONNECT WITH US



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

Date: May 22, 2023

Agenda Item: R.4

Board Goal: Board/Staff/Community Relations

Subject: Consideration and possible approval of the recommendation to name part of parts of school facilities – Dahlstrom Middle School Fine Arts

Administrator Responsible/Position: Tim Savoy, Chief Communication Officer

**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:**

If adopted, signage would be installed by the campus or district to denote the newly adopted name.

**D. Summary:**

- Previous board action relating to this item –
- Future action anticipated –
- Background information – Board policy CW (Local) allows for the Board to consider naming parts of existing facilities without necessitating a full naming process that is required for new buildings. Policy states: “A recommendation or request for dedicating an area of an existing facility may be made to the Superintendent. If appropriate, the Superintendent shall present the recommendation to Board members for their consideration.”

The superintendent has received a naming request from Gerald Babbitt to name the fine arts addition at Dahlstrom Middle School in honor of Leroy Gerdes. See attached background submission.

**E. Comments Received:**

Cabinet       DLT       FBOC       Teacher Org. Reps.       Other:

**F. Administrative Recommendation:**

Administration recommends the Board approve the naming of the DMS Fine Arts area as recommended.

**G. 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:

**H. Suggested Motion:**

I move that the Hays CISD Board of Trustees name the fine arts addition, specifically the hallway and accompanying band program rooms, at Dahlstrom Middle School, the “Leroy Gerdes Band Hall”, as presented.

April 14, 2022



Hays CISD Board of Trustees  
Dr. Eric Wright, Superintendent of Schools

Dear Dr. Wright and Members of the HCISD Board of Trustees,

You are probably aware that Mr. Leroy Gerdes retired (for the second time), following a very successful 32-year tenure with the Hays CISD. Leroy served the district as Director of Bands at Kyle MS, Dahlstrom MS, Barton MS, and Dahlstrom MS (again). He was the first band director at Dahlstrom when it opened in the fall of 1985. His career spanned a period of 45 years as a Texas band director. Throughout these many successful years of band directing, Leroy's bands have been consistently superior, as well as perennial UIL Sweepstakes winners.

In 1985, I joined the Hays CISD as Director of Bands for the district. When I arrived at Hays, Leroy had already been with the district for two years, as the band director at Hays MS (now the Live Oak Academy campus). He and I immediately became great friends and colleagues. As a dedicated team, we worked together for almost 20 years, to develop the best band program we possibly could for the Hays CISD.

Leroy works hard for all of the right reasons. He has never been a "trophy hunter", seeking personal praise and glory. Rather, he is a very humble man who strives for success in order for his students to become life-long lovers of music, and to feel good about themselves and their accomplishments.

Leroy is a true "kid-magnet". Kids love him, want to play in his band, and work hard for him. They strive to please and to do well for Mr. Gerdes. He is kind and gentle, yet expects nothing but excellence from his students. He is highly respected by his students and their parents, his professional peers, and community members, alike. I can honestly say that, in the 37 years that I have known and worked with Leroy Gerdes, I have never heard a negative statement or unkind word about him from anybody. I have never worked with a teacher who is more loyal, dedicated, and passionate about his students and teaching as is Leroy Gerdes.

His love for his students is the reason that Leroy returned to teaching, following his first retirement, in 2008. At that time, he told me that he missed "his kids" too much to not be working with them every day. In 2010, he immediately seized the opportunity to return to Dahlstrom MS, as head band director.

I have now been actively involved in Music Education for 58 years. I served the Hays CISD from 1985 through 2004, as Director of Bands, Music, and as the first Director of the Hays Performing Arts Center. I am still a proud patron of the Hays community, and a very dedicated advocate of the Hays CISD, and the Hays Fine Arts programs.

One of the greatest honors of my career was the naming of the "Gerald A. Babbitt Auditorium" at the Hays Performing Arts Center. I am requesting that the new Fine Arts addition at Dahlstrom Middle School be named in honor of Leroy Gerdes.

I can think of no one more deserving than Leroy Gerdes to be honored in such a way. This would be a well-deserved honor to commemorate his 32 years of dedication to the Hays CISD. I have spoken with many friends, community members, and former band students and parents who are very excited about the possibility of honoring Leroy Gerdes in this way. This, of course, has been done in a very discreet manner. Leroy knows absolutely nothing about this.

I am more than willing, and excited, to provide additional information and to answer any questions regarding Leroy Gerdes, and my request to honor Mr. Gerdes in this wonderful way. However, I would be reluctant to make a public appearance before the Board of Trustees, with this request. The only reason being that I would not want to make Mr. Gerdes feel badly if it did not come to fruition.

I urge you to consider and accept this request for a most deserved honor for Mr. Leroy Gerdes.

Most Respectfully,

Gerald A. Babbitt  
222 Maple Dr.  
Mountain City, TX 78610  
(512) 268-1504 (Home)  
(512) 656-3798 (Mobile)

# HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: May 22, 2023

Agenda Item: R.5

Board Goal: Board/Staff/Community Relations

Subject: Consideration and possible approval of the Method of Compliance for Instructional Facilities

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 and clean facilities.

**D. Summary:**

Previous board action relating to this item –

Future action anticipated –

Background information –

Effective November 1, 2021, TEA has updated space requirements for instructional facilities outlining two methods of compliance for educational facility design and construction: quantitative and qualitative. A school district board of trustees shall approve compliance with the quantitative or qualitative method of compliance before the commencement of design development for a capital improvement project for an instructional facility.

A school district must comply with the quantitative method of compliance unless the district's board of trustees has approved a documented policy implementing innovative instructional or operational practices that utilize instructional space in a non-traditional manner.

The quantitative method is how Hays CISD currently operates, and it is what we recommend we continue with on new projects.

### Quantitative Method of Compliance

- "Maximum student enrollment" must equal the "maximum instructional capacity"
- Must meet minimum aggregate square footage
- Stipulated space types are eligible to be used
  - Mathematics, English/language arts, and history/social studies classrooms
  - Combination science classrooms/laboratories;
  - Science classrooms, if separate science classroom and laboratory layout is used;
  - Special education classrooms;
  - Collaboration areas; and
  - Elective classrooms or laboratories
- Libraries, cafeterias, and gymnasias are not eligible
- Increase in minimum space for middle school science laboratories

### Qualitative Method of Compliance

- “Maximum student enrollment” may exceed the “maximum instructional capacity”
- Must meet minimum aggregate square footage
- Stipulated space types are eligible to be used
  - Mathematics, English/language arts, and history/social studies classrooms
  - Combination science classrooms/laboratories;
  - Science classrooms, if the separate science classroom and laboratory layout is used
  - Special education classrooms;
  - Collaboration areas; and
  - Elective classrooms or laboratories
- Gymnasias are not eligible
- Allows campus-based aggregate for square footage
- Gymnasias are not eligible
- Cafeterias and library space may be used to satisfy this method of compliance and shall be treated like an elective space

### Level of Flexibility

Level of flexibility must be selected by a school district to calculate minimum aggregate SF.

Flexibility Level 3 (L3) is the current desired level of flexibility at Hays CISD.

- **Flexibility Level 1 (L1).** Single, fixed teacher presentation space; compact organization of spaces makes access to outdoor space limited and challenging; furniture is exclusively attached student desk/chair with expectation of very infrequent rearrangement; minimal multipurpose functionality for walls with no capability of reconfiguration; teacher-centric digital instruction with partial access to mobile devices.
- **Flexibility Level 2 (L2).** Single, fixed teacher presentation space; compact organization of spaces makes access to outdoor space limited and challenging, but outdoor spaces may be visible from classrooms; furniture includes detached student desk/chair with expectation of very infrequent rearrangement; moderate multipurpose functionality for walls with no capability of reconfiguration; teacher-centric digital instruction with moderate access to mobile devices.
- **Flexibility Level 3 (L3).** Multiple student/teacher presentation spaces; organization of spaces allows for proximal outdoor access that is visible from classrooms; flexible and mobile furniture that is easily rearranged; high use of multipurpose walls, including digital touchscreen and other functionalities; learner-centric digital instruction with high levels of access to a range of mobile devices.
- **Flexibility Level 4 (L4).** Multiple student/teacher presentation spaces that are likely mobile; organization of spaces allows for direct outdoor access that is visible from classrooms; highly flexible and mobile furniture that is easily rearranged by students independently or collectively; maximized inclusion of multipurpose walls, and digital capabilities and reconfiguration; learnercentric digital instruction with ease of access to a range of mobile devices incorporating "anytime/anywhere" instruction philosophy.

The minimum aggregate square footage shall be determined based on the minimum square footage per student by campus type and the selected flexibility level approved.

#### **Elementary schools (prekindergarten-Grade 5):**

- L1 36 SF per pupil (pp);
- L2 36 SF pp;
- L3 42 SF pp; and
- L4 42 SF pp.

#### **Middle schools (Grades 6-8):**

- L1 32 SF pp;
- L2 32 SF pp;
- L3 36 SF pp; and
- L4 36 SF pp.

#### **High schools (Grades 9-12):**

- L1 32 SF pp;
- L2 32 SF pp;
- L3 36 SF pp; and
- L4 36 SF pp

**E. Scope of Options Reviewed:  
Reasons for rejecting alternative**

**F. Comments Received:**  
 Cabinet     DLT     FBOC     Teacher Org. Reps.     Other:

**G. Administrative Recommendation:**  
Administration recommends the Board approve the quantitative method of compliance for future projects.

**H. Fiscal Impact and Cost:    Amount: N/A**  
 Budget     Bond 2021     Grant/Special Funds     Other  
Prior Year Spending – Not applicable  
Future/Ongoing -

**I. Monitoring and Reporting Time Line:**  
Person responsible for evaluating this decision or action: Marivel Sedillo, Max Cleaver, Nate Wensowitch  
Evaluation method and time line:  
Next report to the board:

**J. Suggested Motion:**  
I move that the Hays CISD Board of Trustees approve the quantitative method of compliance for future capital projects, as presented.

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

Date: May 22, 2023

Agenda Item: R.6

Board Goal: Board/Staff/Community Relations

Subject: Consideration and possible adoption of an Easement Request for Pedernales Electrical Cooperative at Wallace Middle School

Administrator Responsible/Position: Max Cleaver, Chief Operations Officer

**A. Purpose of Agenda Item:**

Action needed                       Information only                       Receive input

**B. Authority for This Action:**

Local Policy                       Law or Rule                       N/A

**C. Goal or Need Addressed:**

Work with local entities and developers to produce safe, desirable communities.

**D. Summary:**

Previous board action relating to this item –

Future action anticipated –

Background information –

PEC is requesting a utility easement and underground agreement for the purpose of providing electrical power to the school per the documents included with this agenda item.

**E. Comments Received:**

Cabinet       DLT       FBOC       Teacher Org. Reps.       Other:

**F. Administrative Recommendation:**

Administration recommends the Board grant PEC a utility easement and underground agreement.

**G. Fiscal Impact and Cost: Amount:** To be determined for attorney's fees.

Budget       Bond 2021       Grant/Special Funds       Other

Prior Year Spending – Not applicable

Future/Ongoing -

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

Person responsible for evaluating this decision or action: Max Cleaver, Nate Wensowitch

Evaluation method and time line:

Next report to the board: As needed

**I. Suggested Motion:**

I move that the Hays CISD Board of Trustees grant a utility easement and underground agreement to PEC, and authorize the Superintendent and Board President to negotiate and execute additional documents if required, as presented.

# PEC LEGEND

- 3-4IN ABC PHASE 600A
- 3-3IN ABC PHASE
- 1-3IN A PHASE
- 1-3IN B PHASE
- 1-3IN C PHASE
- MEMBER SECONDARY
- 1-2IN STREET LIGHT
-  SECONDARY ENCLOSURE
-  METER PEDESTAL
-  TAP CAN
-  ENCLOSURE 200A
-  ENCLOSURE COMBO
-  TRANSFORMER 1-PH
-  TRANSFORMER 3-PH
-  S/G VAULT
-  ENCLOSURE 600A

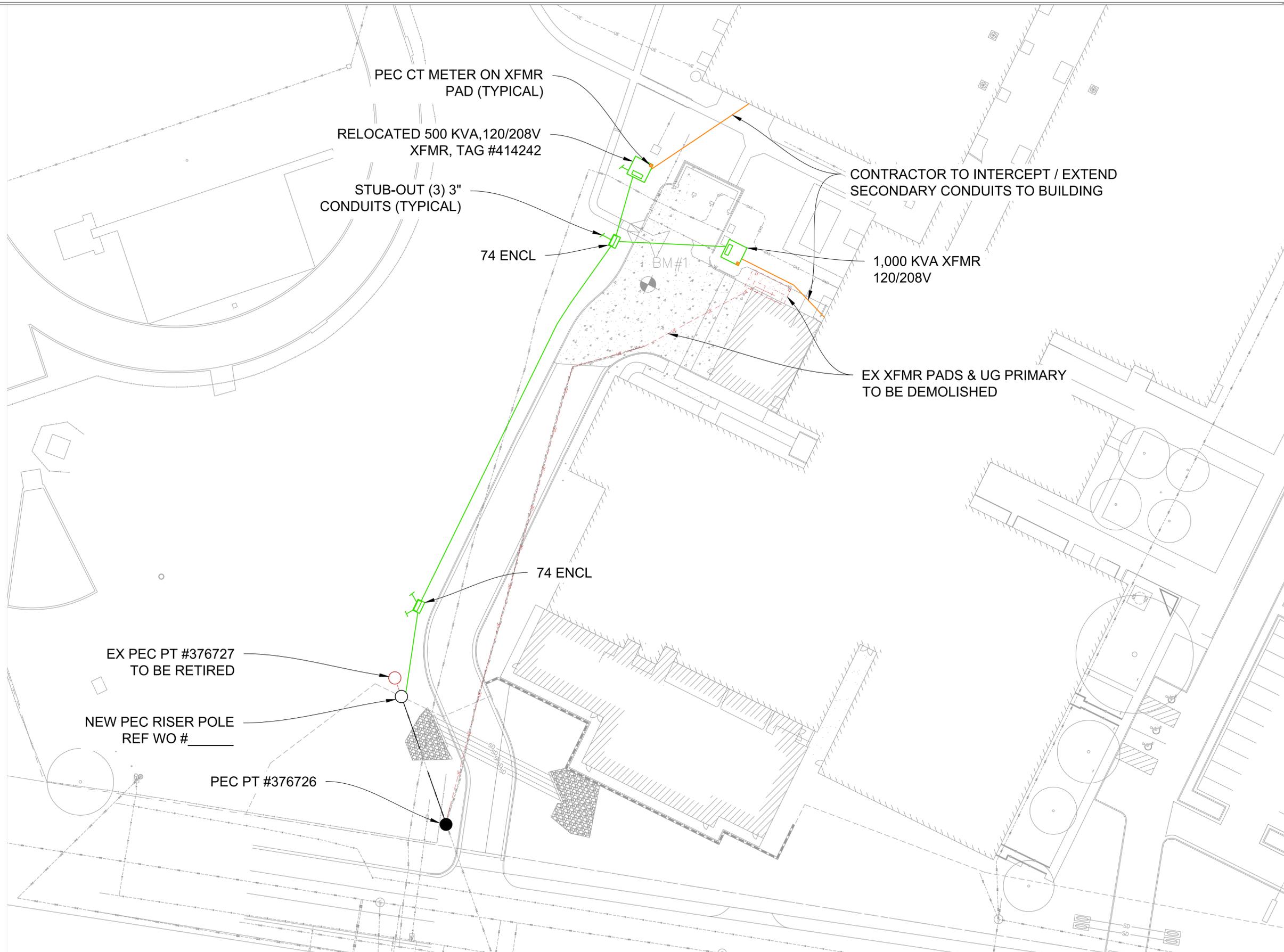


## DRAWING SPECIFICATION REFERENCE

EQUIPMENT	DRAWING NO.
1-PH PRIMARY RISER	#560-015
3-PH PRIMARY RISER	#560-025
1-PH XFMR PAD: 52" OPTION	#520-020
1-PH XFMR PAD: 72" OPTION	#520-030
3-PH XFMR PAD: 45-300 KVA	#530-030
3-PH XFMR PAD: 500-1,500 KVA	#530-032
36 ENCL	#530-010
56 ENCL	#530-020
74 ENCL	#530-022
36 COMBO	#530-023
56 COMBO	#530-024
74 COMBO	#530-026
METER PEDESTAL	#520-010
SECONDARY ENCL	#550-020
TAP CAN	#550-021, 550-022

PRIOR TO CONSTRUCTION CIVIL CONTRACTOR SHALL CONTACT PEC REPRESENTATIVE TO SCHEDULE PRE-CONSTRUCTION MEETING & INSPECTIONS  
 - BRIAN CISNEROS PH: (512) 738-1616  
 - RORY JACKSON PH: (830) 225-8018

Note: For construction details reference PEC specifications at: <https://www.pec.coop/construction-development/>



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

Date: May 22, 2023

Agenda Item: R.7

Board Goal: Board/Staff/Community Relations

Subject: Consideration and possible approval of 2021 Bond Installation of Hand Wash Stations at Fuentes Elementary School and Hemphill Elementary School – Jamail Smith Construction

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, clean facilities.

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

The May 2021 Bond contained provisions for the replacement of all the classroom handwash stations at FES & HES in the amount of \$386,808

The scope of work is to replace the damaged plastic laminate counter tops with solid surface counter tops and new backsplash material. The solid surface countertops are highly durable and not as subject to damage by water. They are also easy to clean, and scratches can be sanded or buffed out.

Staff recommends Jamail-Smith Construction, LLC to replace the hand wash stations based on the plans and specifications issued by A&E Design Group, Inc. at a cost of \$504,750.

Vaughn Construction also submitted an estimate for this work in the amount of \$846,771.

E. Scope of Options Reviewed:

F. Comments Received:  
 Cabinet     DLT     FBOC     Teacher Org. Reps.     Other:

G. Administrative Recommendation:  
Administration requests that the Board approve the project as presented.

- H. **Fiscal Impact and Cost: Total Amount:**  
 Budget – General Operating Fund     Bond 2021     Grant/Special Funds     Other:  
**Prior Year Spending –**  
**Future/Ongoing –** This is a onetime cost  
 The project budget is estimated as follows:

Item	FES	HES
Construction	\$252,375	\$252,375
Architect	\$9,864	\$9,864
FFE	\$0	\$0
Infrastructure and Fees	\$7,571	\$7,571
Project Contingency	-\$76,406	-\$76,406
Totals	\$193,404	\$193,404

- I. **Monitoring and Reporting Time Line:**  
**Person responsible for evaluating this decision or action –** Max Cleaver, COO; Albert Flores, Director of Mechanical, Electrical, Plumbing, Energy Management & Life Safety Compliance  
**Evaluation method and time line -**  
**Next report to the board -**
- J. **Suggested Motion:**  
 I move that the Hays CISD Board of Trustees approve a contract with Jamail-Smith Construction in the amount of \$504,750 for the installation of hand wash sinks at Fuentes and Hemphill Elementary Schools, as designed by the A+E Design Group, as presented.

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

Date: May 22, 2023

Agenda Item: R.8

Board Goal: Board/Staff/Community Relations

Subject: Consideration and possible approval of the selection of an additional vendor for 2021 Bond Flooring Project at Hemphill Elementary School

Administrator Responsible/Position: Max Cleaver, Chief Operations Officer

**A. Purpose of Agenda Item:**

Action needed                       Information only                       Receive input

**B. Authority for This Action:**

Local Policy                       Law or Rule                       N/A

**C. Goal or Need Addressed:**

Provide safe and clean facilities.

**D. Summary:**

Previous board action relating to this item – In June 2021, the BOT approved Gomez Flooring for flooring at seven campuses in the amount of \$798,716

Future action anticipated –

Background information –

The 2021 Bond contains provisions for flooring renovations at seven campuses in the amount of \$2.1 million.

The work began in the Summer of 2021 with Gomez Flooring, and will continue this summer and next summer unless we utilize additional manpower.

In order to complete the balance of the work this summer, staff recommends hiring an additional contractor, JC Commercial, to complete the work at Hemphill ES in the amount of approximately \$197,250 which will net to an additional cost of approximately \$82,250 after applying the credit from Gomez Flooring.

Staff reviewed this project with the FBOC on April 19, 2023.

**E. Comments Received:**

Cabinet       DLT       FBOC       Teacher Org. Reps.       Other:

**F. Administrative Recommendation:**

Administration recommends approval of JC Commercial.

- G. Fiscal Impact and Cost:** Amount: Net approximately \$82,250 after credit from Gomez Flooring.  
 Budget       Bond 2021       Grant/Special Funds       Other

BP 4: Flooring @ 7 Campuses	BVES	CHES	CRES	HES	PES	SHES	TES	Totals
Construction (+5% Cont)	\$50,105	\$43,058	\$39,773	\$378,353	\$40,638	\$144,635	\$92,699	\$789,262
Tint & Markings Allowance	\$5,996	\$6,151	\$5,682	\$42,300	\$5,805	\$20,662	\$13,243	\$99,840
Architect 7.0%	\$2,798	\$2,871	\$2,652	\$19,740	\$2,709	\$9,642	\$6,180	\$46,592
FFE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Infrastructure and Fees	\$2,293	\$2,293	\$2,293	\$37,952	\$2,293	\$11,580	\$5,090	\$63,795
Project Contingency	\$15,253	\$22,071	\$26,045	\$786,706	\$24,999	\$199,484	\$52,465	\$1,127,023
Totals	\$76,445	\$76,445	\$76,445	\$1,265,051	\$76,445	\$386,004	\$169,677	\$2,126,512

Prior Year Spending – Not applicable

Future/Ongoing -

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

Person responsible for evaluating this decision or action: Max Cleaver, Nate Wensowitch

**I. Suggested Motion:**

I move the Hays CISD Board of Trustees approve a construction contract with JC Commercial in the amount of \$197,250 for 2021 Bond flooring project at Hemphill Elementary School, as designed by O’Connell Robertson, as presented.

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

Date: May 22, 2023

Agenda Item: S.1

Board Goal: Safety & Security

Subject: Update on Safety and Security Initiatives in the District

Administrator Responsible/Position: Jeri Skrocki, Chief Safety and Security 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 -

Future action anticipated – As needed

Background information – Provide the Hays CISD Board of Trustees routine updates regarding an overview of general safety and security initiatives.

**D. Comments Received:**

Cabinet

DLT

FBOC

Teacher Org. Reps.

Other

All agenda items are reviewed by Superintendent's Cabinet.

**E. Suggested Motion**

No action needed. This item is presented as information only.

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

Date: May 22, 2023

Agenda Item: S.2

Board Goal: Board/Staff/Community Relations

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. Suggested Motion**

No action needed. This item is presented as information only.

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

Date: May 22, 2023

Agenda Item: S.3

Board Goal: Board/Staff/Community Relations

Subject: Update on 2023-2024 Budget Calendar

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 -  
 Future action anticipated – As needed  
 Background information -
- D. Comments Received:  
 Cabinet     DLT     FBOC     Teacher Org. Reps.     Other
- E. Suggested Motion  
No action needed. This item is presented as information only.

# Hays Consolidated Independent School District

## 2023-2024 Budget Calendar

### December

- Develop budget calendar (approve by cabinet).
- Update payroll budget template and meet with departments to discuss staffing.
- Review Demographer results; Update TEA attendance module.
- Human Resources engages with TASB for Pay Structure review.
- "Staff Request" form presented to cabinet.

### January

- 10th - 88th Legislature Session begins
- Review State Comptroller property value study
- Update State value template; Update State funding template; Update MUNIS system for budget entry; Update payroll budget template.
- Begin meeting with departments to discuss staffing
- 23rd - Present Budget Calendar to Board. Discuss board priorities. HR requests early hiring from Board of Trustees
- Ongoing - Human Resources begins campus allocation process with demographer projections. Campus program changes identified (e.g. Changes in SpEd Program locations, PK relocations, etc. )

### February

- HR Board Education Session - One on One
- Preliminary calculations on federal entitlements
- Update payroll budget template.
- Complete staff meetings with departments
- 3rd - Cabinet presents staffing requests to Human Resources
- 6th - Distribute campus and department budget allocations+
- 21st - Board considers approval of Early Release positions
- 24th - Human Resources distributes preliminary staffing allocations to campuses.

### March

- HR Board Education Session - One on One.
- Update payroll budget template. Assist campuses and departments with budget input.
- 6th - Present revenue projections to superintendent and cabinet.
- 6th - 10th - HR holds staffing discussions with departments.
- 6th - Special Board Meeting to discuss board priorities
- 20th - Cabinet identifies department priorities.
- 27th - Present budget summary report and assumptions to board.
- 27th - Board to approve preliminary cost of living adjustment and set teacher starting salary.

### April

- HR Board Education Session - One on One.
- HR to present results of TASB study to Superintendent and Cabinet.
- Update payroll budget template
- 7th - ALL BUDGET WORKSHEETS DUE TO FINANCE.
- 30th - Certified Estimates from appraisal districts (Hays; Travis; Caldwell); Estimated preliminary taxable values and local revenue projection.

## May

- HR Board Education Session - One on One
- Present first draft of budget to Superintendent and Cabinet; Budget Workshop with board (TBD first week of May)
- 2nd - Analysis Debt Service revenue estimate to determine if a defeasance resolution is needed.
- 8th - Draft Compensation plan to the Superintendent and Cabinet.
- 15th - TASB study presented to the Board of Trustees
- Finalize payroll budget template.
- 29th - 88th Legislature adjourns "sine die"
- 30th - Truth in Taxation Notice due to paper

## June

- Board Education Session - One on One.
- Budget Workshops with board (TBD June 5th and 12th)
- 8th - publication of District's truth in taxation notice
- 26th - Conduct Public Hearing on proposed 2024 budget; Adopt Compensation Plan; Adopt 2024 budget

## July

- 25th - Receive certified values from appraisal districts (Hays; Travis; Caldwell)
- Revise the Truth in Taxation notice via the state template

## August

- 1st - 4th Hays Co Tax Assessor Collector revised Truth in Taxation Notice for website
- 28th Board action - acceptance of certified values; approve ordinance for setting tax rate

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

Date: May 22, 2023

Agenda Item: S.4

Board Goal: Board/Staff/Community Relations

Subject: March 31, 2023 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.

**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. This item is presented as information only.

# Hays Consolidated Independent School District

## Division of Financial Services

21003 Interstate 35 Frontage Road

Kyle, Texas 78640

Ph: (512) 268-2141

Fx: (512) 268-2147



Date: May 22, 2023

### Monthly Financial Highlights

- The monthly Financial Reports represent financial data through April 30, 2023.
- The cash and investment balances of all funds at month end totals \$325,159,667.81. The Capital Projects Fund makes up the largest portion of the total with \$194,414,093.99 or approximately 59.79%.
- Through the end of the month (10/12 or 83.33% of the budget year):
  - The General Fund has collected \$189,373,434.26 (88.57% of its budgeted revenue) and has spent \$183,397,887.88 (80.99% of its budgeted expenditures). The *estimated* ending fund balance through the month of April 2023 is \$70,792,742.58. There are currently \$2,731,408.27 outstanding purchase orders.
  - The Child Nutrition fund has collected \$8,917,853.93 (85.37% of its budgeted revenue) and has spent \$7,727,231.15 (73.97% of its budgeted expenditures).
  - The Debt Service fund collected \$76,191,922.18 (106.61% of its budgeted revenue) and spent \$70,901,529.16 (99.21% of its budgeted expenditures). Debt service payments are made two times a year, February 15<sup>th</sup> and August 15<sup>th</sup>.
  - The Capital Project funds have expenditures of \$42,846,936 in the current fiscal year through the month of April 2023 and have collected \$5,836,225.58 in interest revenue. The second portion of the 2021 bonds and the 2022 bonds were sold during September 2022 in the amount of \$66,585,092 and \$115,649,800 respectively and are categorized as “other sources”.
- Special Revenue funds consist of Federal, State, and local grants received by the District. Some of these grants such as Title I and IDEA are non-competitive federal grants which the District receives based on certain types of student populations reported through PEIMS. Other local grants are “competitive grants” and are awarded based on demonstrated needs. This group of funds also includes the Textbook (IMA) and awarded Education Foundation funds. Total revenue is \$15,562,738.54 and total expenditures are \$15,581,491.59.
- Current Tax collections for the month of April 2023 totaled \$686,842.18 representing .24% of the levy collected during the month. Approximately 97.90% of the total levy has been collected through the end of April 2023. In comparison, 98.38% of the total levy was collected through the end of April 2022.

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

*Randall Rau*, CPA

Chief Financial Officer  
Hays Consolidated Independent School District

# **Hays Consolidated Independent School District**

## **Financial Reports**



**April 30, 2023**

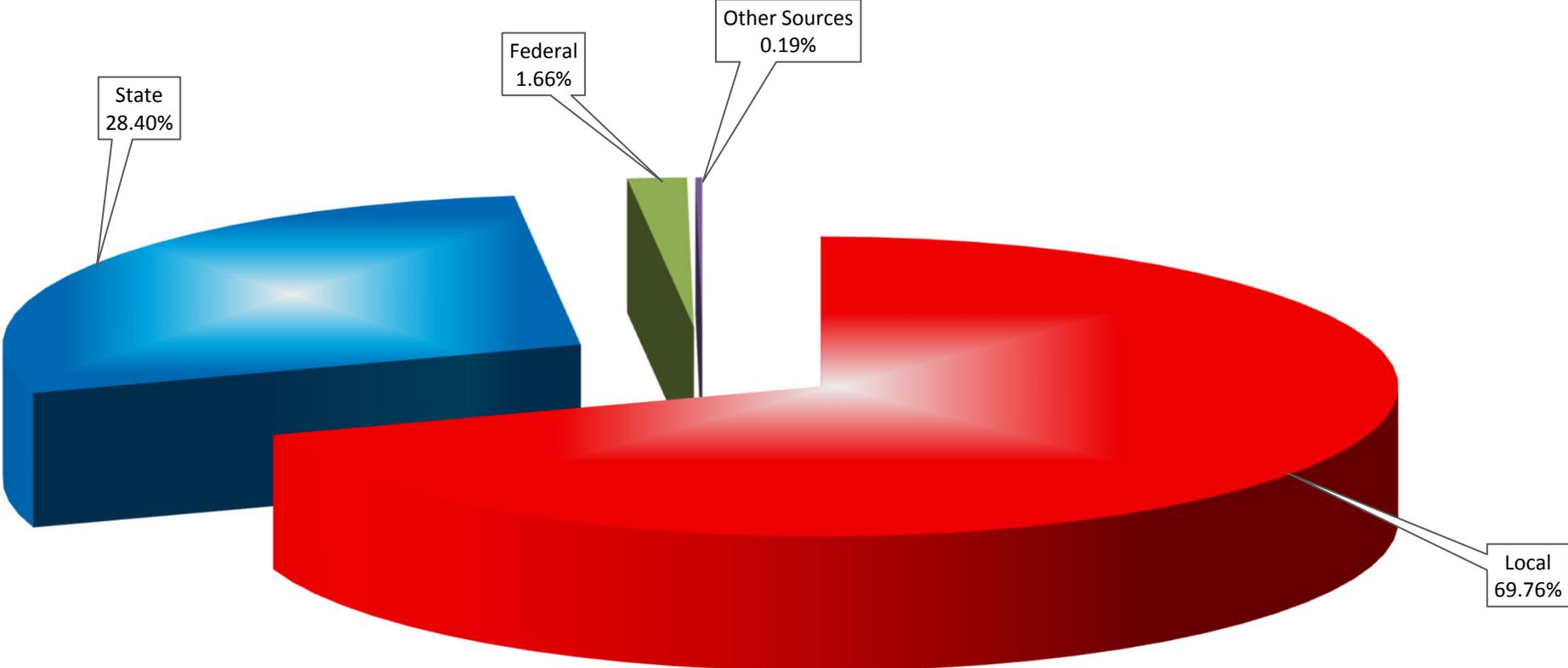
**Hays Consolidated Independent School District**  
**Combined Balance Sheet**  
**for the Month Ending April 30, 2023**  
**(Un-Audited)**

	<u>General</u> <u>Fund</u>	<u>Child Nutrition</u> <u>Fund</u>	<u>Debt Service</u> <u>Fund</u>	<u>Capital</u> <u>Projects Funds</u>	<u>Special Revenue</u> <u>Funds</u>	<u>Total</u>
<b>Assets:</b>						
Cash and Cash Equivalents	\$ 9,080,521.48	\$ 8,834.04	\$ 4,256.68	\$ 3,382,115.32	\$ (3,548,805.13)	\$ 8,926,922.39
Current Investments	81,018,318.82	6,697,611.53	37,484,836.40	191,031,978.67	-	316,232,745.42
<b>Total Cash and Investments</b>	<b>\$ 90,098,840.30</b>	<b>\$ 6,706,445.57</b>	<b>\$ 37,489,093.08</b>	<b>\$ 194,414,093.99</b>	<b>\$ (3,548,805.13)</b>	<b>\$ 325,159,667.81</b>
Property Taxes - Delinquent	2,483,554.48	-	1,251,743.45	-	-	3,735,297.93
Allowance for Uncollectible Taxes	(691,413.53)	-	(314,622.42)	-	-	(1,006,035.95)
Due from State Agencies	844,287.73	-	-	-	3,101,146.58	3,945,434.31
Due from other Governments	244,243.43	-	-	-	1,035,064.04	1,279,307.47
Accrued Interest	-	-	-	-	-	-
Due from Other Funds	745,530.87	1,618,058.23	-	-	-	2,363,589.10
Other Receivables	90,530.68	700.04	-	-	-	91,230.72
<b>Total Receivables</b>	<b>\$ 3,716,733.66</b>	<b>\$ 1,618,758.27</b>	<b>\$ 937,121.03</b>	<b>\$ -</b>	<b>\$ 4,136,210.62</b>	<b>\$ 10,408,823.58</b>
Inventories	-	186,202.57	-	-	-	186,202.57
Prepaid Items	5,378,130.40	500.00	-	-	-	5,378,630.40
<b>Other Current Assets</b>	<b>\$ 5,378,130.40</b>	<b>\$ 186,702.57</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,564,832.97</b>
<b>Total Current Assets</b>	<b>\$ 99,193,704.36</b>	<b>\$ 8,511,906.41</b>	<b>\$ 38,426,214.11</b>	<b>\$ 194,414,093.99</b>	<b>\$ 587,405.49</b>	<b>\$ 341,133,324.36</b>
<b>Liabilities and Fund Balance:</b>						
<b>Current Liabilities</b>						
Accounts Payable	\$ 555,560.34	\$ -	\$ -	\$ -	\$ 2,017.54	\$ 557,577.88
Other Liabilities	-	-	-	-	-	-
Payroll Deductions and Withholdings	3,329,620.83	-	-	-	-	3,329,620.83
Accrued Wages Payable	16,402,123.03	385,381.68	-	-	-	16,787,504.71
Due to Other Funds	2,800,898.50	205,433.43	-	38,731.05	-	3,045,062.98
Due to State Agencies	-	-	61,509.00	-	0.86	61,509.86
Due to other Governments	47,608.00	-	20,726.72	-	-	68,334.72
Due to Student Groups	253,104.06	-	-	-	-	253,104.06
Deferred Revenues	3,219,906.07	299,423.23	-	-	604,140.14	4,123,469.44
Deferred Inflows	1,792,140.95	-	937,121.03	-	-	2,729,261.98
<b>Total Liabilities</b>	<b>\$ 28,400,961.78</b>	<b>\$ 890,238.34</b>	<b>\$ 1,019,356.75</b>	<b>\$ 38,731.05</b>	<b>\$ 606,158.54</b>	<b>\$ 30,955,446.46</b>
<b>Fund Balance/Equity</b>						
Reserved/Designated Fund Balance	-	5,740,692.68	32,116,464.34	49,151,181.36	-	87,008,338.38
Current Year Revenues less	-	-	-	-	-	-
Expenditures/Expenses	5,975,546.38	1,190,622.78	5,290,393.02	(8,150,596.99)	(18,753.05)	4,287,212.14
Reserved Fund Balance for Current Year	-	-	-	-	-	-
Encumbrances (POs)	2,731,408.27	690,352.61	-	153,374,778.57	-	156,796,539.45
Unreserved Fund Balance/Fund Equity	<b>\$ 62,085,787.93</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 62,085,787.93</b>
<b>Total Fund Balance/Equity</b>	<b>\$ 70,792,742.58</b>	<b>\$ 7,621,668.07</b>	<b>\$ 37,406,857.36</b>	<b>\$ 194,375,362.94</b>	<b>\$ (18,753.05)</b>	<b>\$ 310,177,877.90</b>
<b>Total Liabilities and Fund Equity</b>	<b>\$ 99,193,704.36</b>	<b>\$ 8,511,906.41</b>	<b>\$ 38,426,214.11</b>	<b>\$ 194,414,093.99</b>	<b>\$ 587,405.49</b>	<b>\$ 341,133,324.36</b>

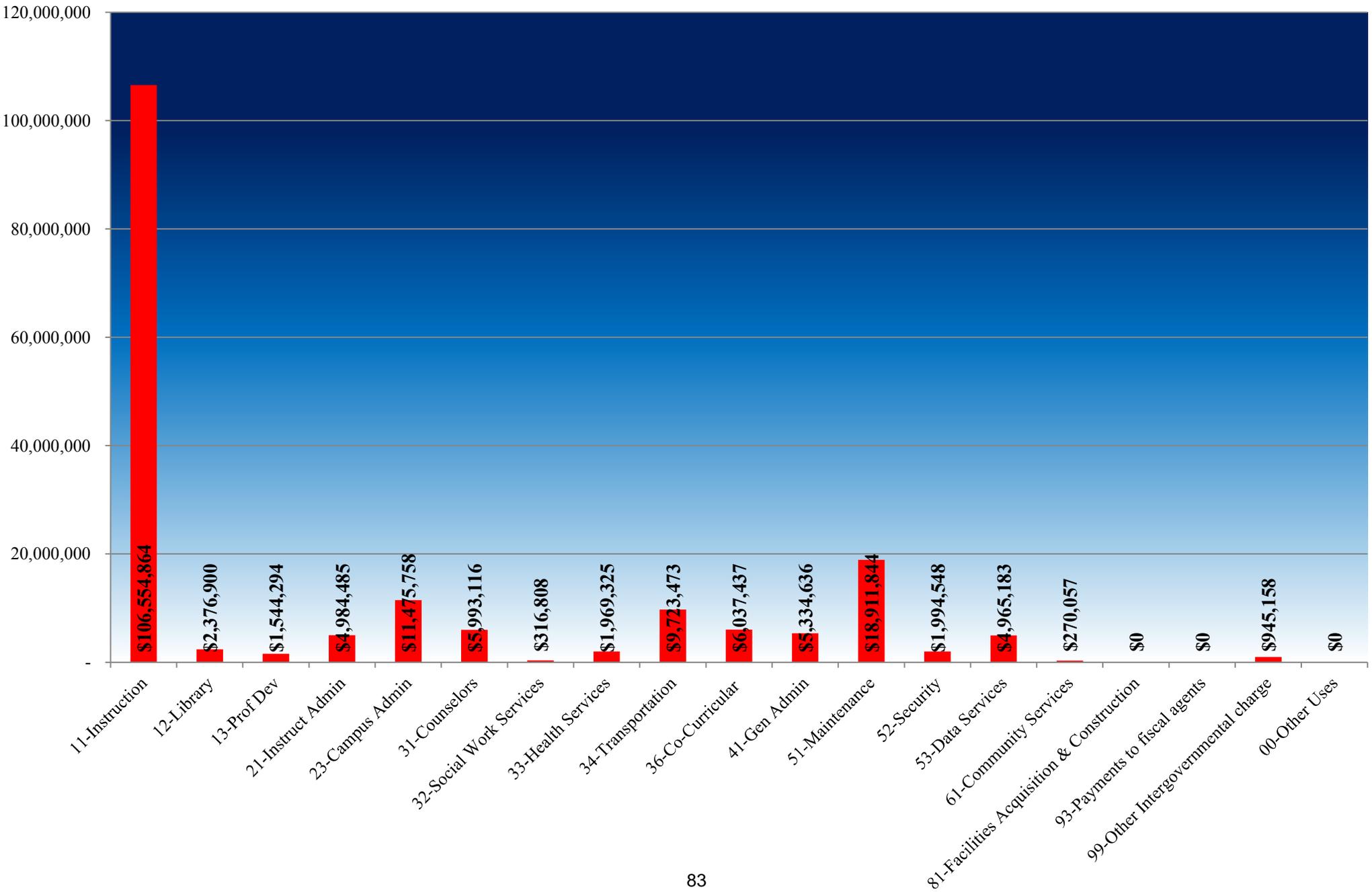
**Hays Consolidated Independent School District**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance - General Fund**  
**for the Month Ending April 30, 2023**  
**(Un-Audited)**

	GENERAL FUND					
	<u>Prior Year</u>			<u>Current Year</u>	<u>Unrealized/</u>	
	<u>Actual Revenues/ Expenditures</u>	<u>Original Budget</u>	<u>Official Budget</u>	<u>Actual Revenues/ Expenditures</u>	<u>Unexpended Budget</u>	<u>Percentage Y-T-D</u>
<b>Revenues:</b>						
Local	\$ 100,072,854.56	\$ 128,672,959	\$ 128,687,763	\$ 132,102,715.72	3,414,952.72	102.65%
State	52,663,412.68	79,803,990	79,803,990	53,773,611.73	(26,030,378.27)	67.38%
Federal	3,073,043.20	3,550,000	3,746,233	3,135,167.01	(611,065.99)	83.69%
Other Sources	175,878.01	1,500,000	1,569,860	361,939.80	(1,207,920.20)	23.06%
<b>Total Revenues</b>	<b>\$ 155,985,188.45</b>	<b>\$ 213,526,949</b>	<b>\$ 213,807,846</b>	<b>\$ 189,373,434.26</b>	<b>\$ (24,434,411.74)</b>	<b>88.57%</b>
<b>Expenditures and Other Uses:</b>						
11-Instruction	99,152,977.89	129,612,271	129,352,785	106,554,863.75	22,797,921.25	82.38%
12-Library	2,229,525.54	2,949,781	2,971,844	2,376,900.40	594,943.60	79.98%
13-Prof Dev	1,547,754.97	2,951,273	2,927,811	1,544,294.39	1,383,516.61	52.75%
21-Instruct Admin	4,315,935.50	5,620,602	5,807,165	4,984,485.43	822,679.57	85.83%
23-Campus Admin	10,151,464.67	13,205,996	13,222,382	11,475,758.33	1,746,623.67	86.79%
31-Counselors	5,197,437.69	6,856,165	6,857,075	5,993,116.17	863,958.83	87.40%
32-Social Work Services	229,434.37	295,072	551,391	316,807.83	234,583.17	57.46%
33-Health Services	1,811,803.90	2,476,372	2,476,621	1,969,325.30	507,295.70	79.52%
34-Transportation	9,108,997.38	13,187,557	13,204,735	9,723,473.40	3,481,261.60	73.64%
36-Co-Curricular	5,960,458.20	6,844,359	7,436,385	6,037,436.61	1,398,948.39	81.19%
41-Gen Admin	4,425,520.61	6,421,193	6,443,867	5,334,635.80	1,109,231.20	82.79%
51-Maintenance	18,115,854.43	22,842,526	23,526,976	18,911,843.96	4,615,132.04	80.38%
52-Security	1,966,836.66	3,426,730	3,436,645	1,994,548.42	1,442,096.58	58.04%
53-Data Services	4,291,250.36	6,184,321	6,437,611	4,965,182.69	1,472,428.31	77.13%
61-Community Services	298,200.22	263,229	263,048	270,057.09	(7,009.09)	102.66%
81-Facilities Acquisition & Construction	3,228.50	-	4,560	-	4,560.00	0.00%
93-Payments to fiscal agents	227,172.00	350,000	350,000	-	350,000.00	0.00%
99-Other Intergovernmental charge	779,631.37	1,175,000	1,175,000	945,158.31	229,841.69	80.44%
00-Other Uses	-	-	-	-	-	NA
<b>Total Expenditures and Other Uses</b>	<b>\$ 169,813,484.26</b>	<b>\$ 224,662,447</b>	<b>\$ 226,445,901</b>	<b>\$ 183,397,887.88</b>	<b>\$ 43,048,013.12</b>	<b>80.99%</b>
<b>Excess of Revenues and Other Resources Over (Under) Expenditures and Other Uses</b>	<b>\$ (13,828,295.81)</b>	<b>\$ (11,135,498)</b>	<b>\$ (12,638,055)</b>	<b>\$ 5,975,546.38</b>		
<b>Fund Balance July 1, 2022 - (Un-Audited)</b>		<b>\$ 64,817,196.20</b>	<b>\$ 64,817,196.20</b>	<b>\$ 64,817,196.20</b>		
<b>Fund Balance Ending - Monthly Reporting Period</b>		<b>\$ 53,681,698.20</b>	<b>\$ 52,179,141.20</b>	<b>\$ 70,792,742.58</b>	<b>\$ 18,613,601.38</b>	

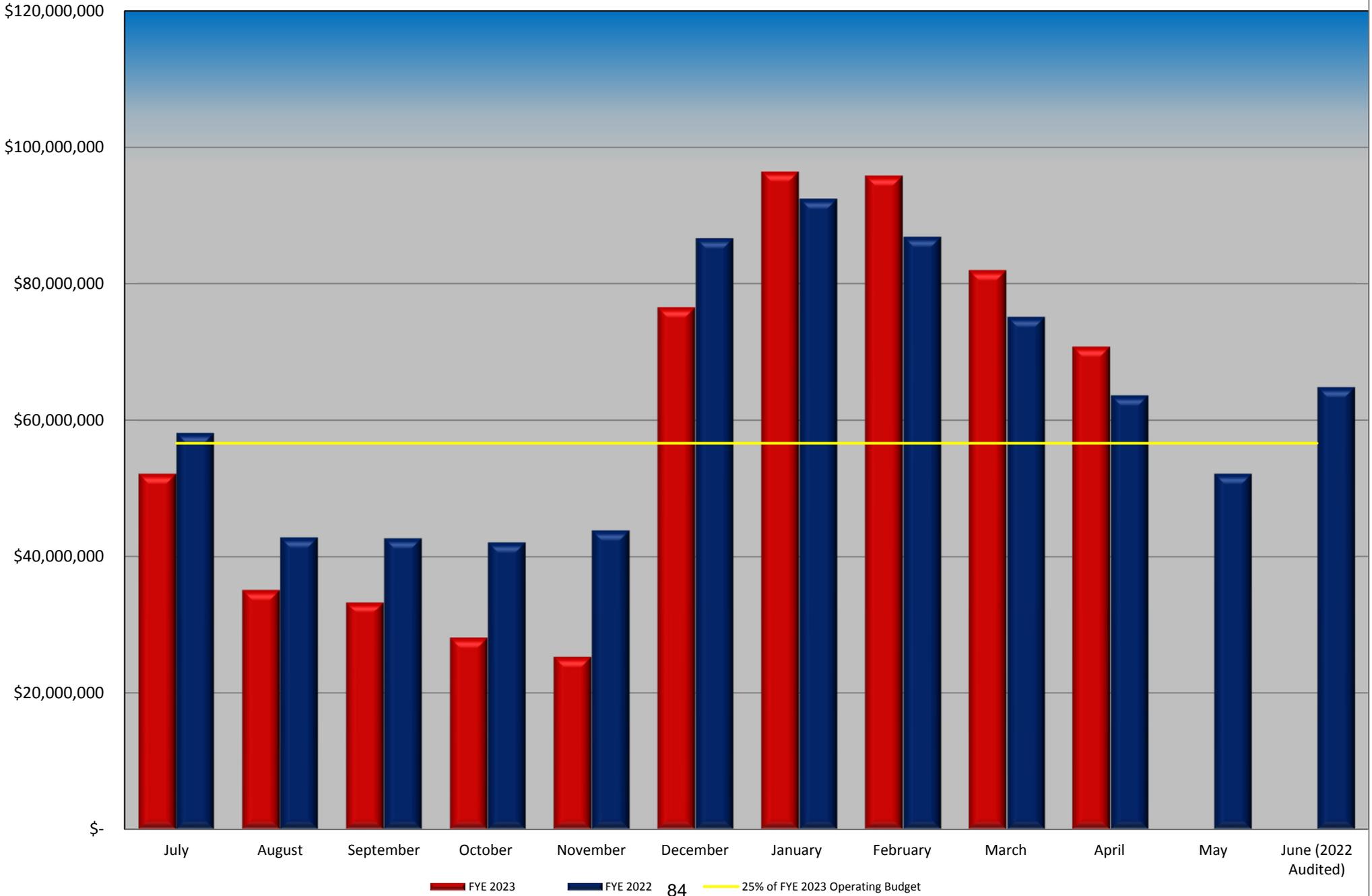
# General Fund Revenues Collected to Date



# General Fund Expenditures to Date



# General Fund Balance by Reporting Month



84  
FYE 2023    FYE 2022    25% of FYE 2023 Operating Budget

**Hays Consolidated Independent School District**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance - Child Nutrition Fund**  
**for the Month Ending April 30, 2023**  
**(Un-Audited)**

	<b>CHILD NUTRITION FUND</b>					
	<u>Prior Year</u>			<u>Current Year</u>	<u>Unrealized/</u>	<u>Percentage</u>
	<u>Actual Revenues/ Expenditures</u>	<u>Original Budget</u>	<u>Official Budget</u>	<u>Actual Revenues/ Expenditures</u>	<u>Unexpended Budget</u>	<u>Y-T-D</u>
<b>Revenues and Other Resources:</b>						
Local	\$ 997,162.64	\$ 3,932,722	\$ 3,932,722	\$ 3,119,762.01	\$ (812,959.99)	79.33%
State	20,781.42	-	-	-	-	NA
Federal	11,278,161.69	6,513,119	6,513,119	5,796,091.92	(717,027.08)	88.99%
Other sources	-	-	-	2,000.00	2,000.00	NA
<b>Total Revenues and Other Resources</b>	<b>\$ 12,296,105.75</b>	<b>\$ 10,445,841</b>	<b>\$ 10,445,841</b>	<b>\$ 8,917,853.93</b>	<b>\$ (1,527,987.07)</b>	<b>85.37%</b>
<b>Expenditures and Other Uses:</b>						
35-6100 Payroll	3,449,100.02	5,412,624	4,582,624	3,770,023.67	812,600.33	82.27%
35-6200 Professional and Contracted Services	764,877.54	4,580,717	4,580,717	3,031,446.26	1,549,270.74	66.18%
35-6341 Food Supplies	3,506,715.24	-	1,500	1,388.08	111.92	92.54%
35-6342 Non-Food Supplies	291,350.57	240,000	238,500	200.28	238,299.72	0.08%
35-6344 USDA Commodities	-	-	-	-	-	NA
35-6349 Miscellaneous Supplies	23,299.76	125,000	125,000	23,083.82	101,916.18	18.47%
35-6300 Supplies & Materials	74,897.10	62,500	62,500	62,481.91	18.09	99.97%
35-6400 Food Service Other Operating Expenses	45,758.90	25,000	25,000	11,209.04	13,790.96	44.84%
35-6600 Food Service Capital Expenses	-	-	830,000	827,398.09	2,601.91	99.69%
<b>Total Expenditures</b>	<b>\$ 8,155,999.13</b>	<b>\$ 10,445,841</b>	<b>\$ 10,445,841</b>	<b>\$ 7,727,231.15</b>	<b>\$ 2,718,609.85</b>	<b>73.97%</b>
<b>Excess of Revenues and Other Resources Over (Under) Expenditures and Other Uses</b>	<b>\$ 4,140,106.62</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,190,622.78</b>		
<b>Fund Balance July 1, 2022 - (Un-Audited)</b>		<b>6,431,045.29</b>	<b>6,431,045.29</b>	<b>6,431,045.29</b>		
<b>Fund Balance Ending - Monthly Reporting Period</b>		<b>\$ 6,431,045.29</b>	<b>\$ 6,431,045.29</b>	<b>\$ 7,621,668.07</b>	<b>\$ 1,190,622.78</b>	

**Hays Consolidated Independent School District**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance - Debt Service Fund**  
**for the Month Ending April 30, 2023**  
**(Un-Audited)**

<b>DEBT SERVICE FUND</b>						
	<u>Prior Year</u> <u>Actual Revenues/</u> <u>Expenditures</u>	<u>Original</u> <u>Budget</u>	<u>Official</u> <u>Budget</u>	<u>Current Year</u> <u>Actual Revenues/</u> <u>Expenditures</u>	<u>Unrealized/</u> <u>Unexpended</u> <u>Budget</u>	<u>Percentage</u> <u>Y-T-D</u>
<b>Revenues:</b>						
<b>Local Revenue</b>						
Taxes, Current Year Levy	54,391,504.80	\$ 71,467,486	\$ 71,467,486	73,071,767.15	\$ 1,604,281.15	102.24%
Taxes, Prior Year	428,576.96	-	-	227,776.34	227,776.34	NA
Penalties, Interest and Other Tax Revenues	211,994.66	-	-	244,338.42	244,338.42	NA
Earnings from Investments	18,190.99	-	-	849,171.18	849,171.18	NA
Miscellaneous Revenue	6,970.25	-	-	5,094.09	5,094.09	NA
<b>Local Revenue</b>	<b>\$ 55,057,237.66</b>	<b>\$ 71,467,486</b>	<b>\$ 71,467,486</b>	<b>\$ 74,398,147.18</b>	<b>\$ 2,930,661.18</b>	<b>104.10%</b>
<b>State Revenue</b>						
Additional State Aid for Homestead Exemption	601,710.00	-	-	1,793,775.00	1,793,775.00	NA
<b>State Revenue</b>	<b>\$ 601,710.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,793,775.00</b>	<b>\$ 1,793,775.00</b>	<b>NA</b>
<b>Other Sources</b>						
Operating Transfer In	-	-	-	-	-	NA
<b>Other Sources</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>NA</b>
<b>Total Revenue</b>	<b>\$ 55,658,947.66</b>	<b>\$ 71,467,486.00</b>	<b>\$ 71,467,486.00</b>	<b>\$ 76,191,922.18</b>	<b>\$ 4,724,436.18</b>	<b>106.61%</b>
<b>Expenditures:</b>						
71-6511 Bond Principal	34,875,000.00	52,264,413	48,264,413	47,820,000.00	444,413.00	99.08%
71-6521 Interest on Bonds	18,942,149.74	19,168,073	23,168,073	23,058,319.16	109,753.84	99.53%
71-6599 Other Debt Service Fees	20,469.00	35,000	35,000	23,210.00	11,790.00	66.31%
<b>Total Expenditures</b>	<b>\$ 53,837,618.74</b>	<b>\$ 71,467,486</b>	<b>\$ 71,467,486</b>	<b>\$ 70,901,529.16</b>	<b>\$ 565,956.84</b>	<b>99.21%</b>
<b>Excess of Revenues</b>						
<b>Over (Under) Expenditures</b>	<b>\$ 1,821,328.92</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,290,393.02</b>		
<b>Fund Balance July 1, 2022 - (Un-Audited)</b>		<b>\$ 32,116,464.34</b>	<b>\$ 32,116,464.34</b>	<b>\$ 32,116,464.34</b>		
<b>Fund Balance Ending - Monthly Reporting Period</b>		<b>\$ 32,116,464.34</b>	<b>\$ 32,116,464.34</b>	<b>\$ 37,406,857.36</b>	<b>\$ 5,290,393.02</b>	

**Hays Consolidated Independent School District**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance - Capital Project Funds**  
**for the Month Ending April 30, 2023**  
**(Un-Audited)**

	<u>2008</u> <u>Capital Projects</u> <u>Program</u>	<u>2017</u> <u>Capital Projects</u> <u>Program</u>	<u>2021</u> <u>Capital Projects</u> <u>Program</u>	<u>2022</u> <u>Capital Projects</u> <u>Program</u>	<u>2022 - 2023</u> <u>Capital Projects</u> <u>Total Revenues/</u> <u>Expenses</u>
<b><i>Revenues and Other Resources:</i></b>					
Local	\$ 6,356.17	\$ 317,964.44	\$ 2,353,691.18	\$ 3,158,213.79	\$ 5,836,225.58
State	-	-	-	-	-
Other sources	-	-	66,585,092.00	115,649,800.00	182,234,892.00
<b>Total Revenues and Other Resources</b>	<b>\$ 6,356.17</b>	<b>\$ 317,964.44</b>	<b>\$ 68,938,783.18</b>	<b>\$ 118,808,013.79</b>	<b>\$ 188,071,117.58</b>
<b><i>Expenditures and Other Uses:</i></b>					
6100 Payroll	-	-	-	-	-
6200 Professional and Contracted Services	-	446,294.88	29,159.99	-	475,454.87
6300 Supplies and Materials	-	198,622.95	3,267,551.62	9,123.05	3,475,297.62
6400 Other Operating Expenses	-	-	5,089.00	-	5,089.00
6600 Capital Outlay	-	197,485.71	34,611,599.67	4,082,009.13	38,891,094.51
8000-Other Uses	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 842,403.54</b>	<b>\$ 37,913,400.28</b>	<b>\$ 4,091,132.18</b>	<b>\$ 42,846,936.00</b>
<b>Excess of Revenues and Other Resources</b> <b>Over (Under) Expenditures and Other Uses</b>	<b>\$ 6,356.17</b>	<b>\$ (524,439.10)</b>	<b>\$ 31,025,382.90</b>	<b>\$ 114,716,881.61</b>	<b>\$ 145,224,181.58</b>
<b>Fund Balance July 1, 2022 - (Un-Audited)</b>	<b>\$ 200,646.26</b>	<b>\$ 10,523,701.43</b>	<b>\$ 38,426,833.67</b>	<b>\$ -</b>	<b>\$ 49,151,181.36</b>
<b>Fund Balance Ending - Monthly Reporting Period</b>	<b>\$ 207,002.43</b>	<b>\$ 9,999,262.33</b>	<b>\$ 69,452,216.57</b>	<b>\$ 114,716,881.61</b>	<b>\$ 194,375,362.94</b>

**Hays Consolidated Independent School District**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance - Special Revenue Funds (Grants)**  
**for the Month Ending April 30, 2023**  
**(Un-Audited)**

	<b>SPECIAL REVENUE FUNDS</b>					
	<u>Prior Year</u> <u>Actual Revenues/</u> <u>Expenditures</u>	<u>Original</u> <u>Budget</u>	<u>Official</u> <u>Budget</u>	<u>Current Year</u> <u>Actual Revenues/</u> <u>Expenditures</u>	<u>Unrealized/</u> <u>Unexpended</u> <u>Budget</u>	<u>Percentage</u> <u>Y-T-D</u>
<b>Revenues:</b>						
Local	\$ 93,272.05	\$ 94,052	\$ 94,052	\$ 162,565.51	\$ 68,513.51	172.85%
State	3,419,649.42	2,605,829	2,605,829	2,560,301.10	(45,527.90)	98.25%
Federal	11,218,161.09	15,701,904	15,701,904	12,839,871.93	(2,862,032.07)	81.77%
<b>Total Revenues</b>	<b>\$ 14,731,082.56</b>	<b>\$ 18,401,785</b>	<b>\$ 18,401,785</b>	<b>\$ 15,562,738.54</b>	<b>\$ (2,839,046.46)</b>	<b>84.57%</b>
<b>Expenditures:</b>						
6100 Payroll	7,312,332.31	12,623,650	12,623,650	12,101,182.90	522,467.10	95.86%
6200 Professional and Contracted Services	736,142.76	2,061,732	2,061,732	950,098.34	1,111,633.66	46.08%
6300 Supplies and Materials	6,360,920.57	2,397,094	2,397,094	2,156,324.15	240,769.85	89.96%
6400 Other Operating Expenses	224,256.87	1,319,309	1,319,309	373,886.20	945,422.80	28.34%
6600 Capital Outlay	756,383.52	-	-	-	-	NA
<b>Total Expenditures</b>	<b>\$ 15,390,036.03</b>	<b>\$ 18,401,785</b>	<b>\$ 18,401,785</b>	<b>\$ 15,581,491.59</b>	<b>\$ 2,820,293.41</b>	<b>84.67%</b>
<b>Excess of Revenues</b>						
<b>Over (Under) Expenditures</b>	<b>\$ (658,953.47)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (18,753.05)</b>		
<b>Fund Balance July 1, 2022 - (Un-Audited)</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>Fund Balance Ending - Monthly Reporting Period</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ (18,753.05)</b>	<b>\$ (18,753.05)</b>	

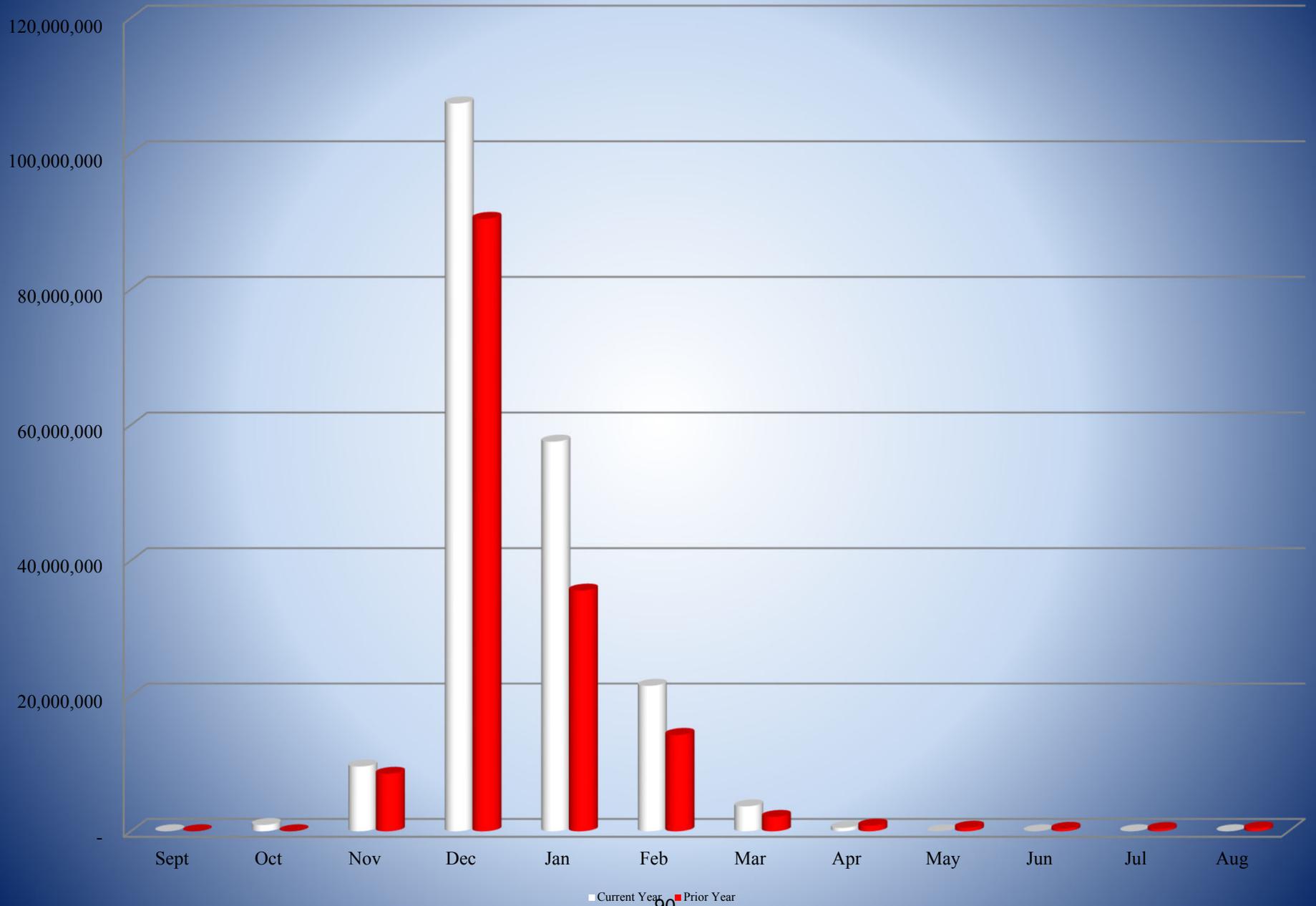
**Hays Consolidated Independent School District**  
**Monthly Tax Collection Report**  
**for the Month Ending April 30, 2023**

**Prior Year 2021 - 2022**

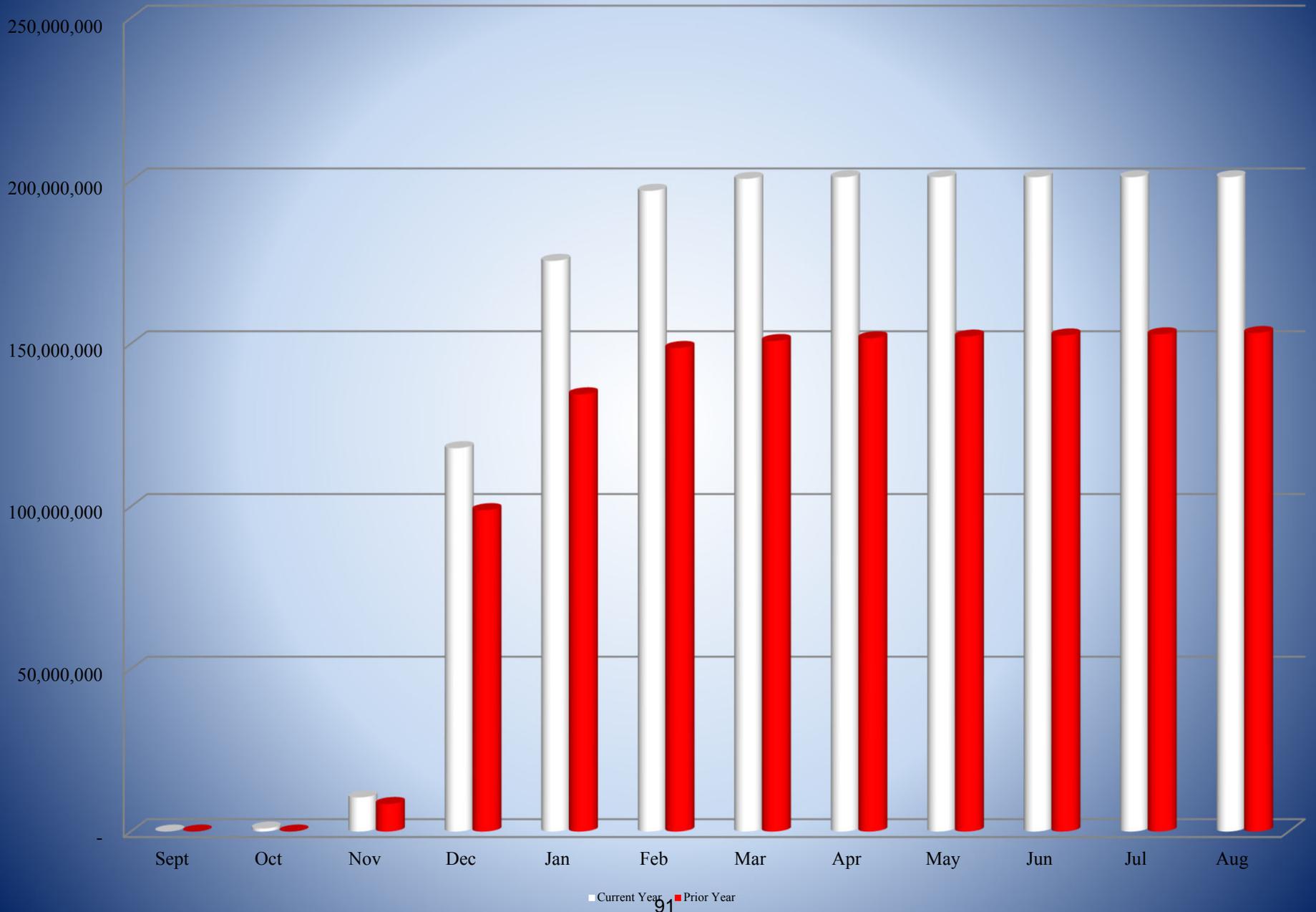
**Current Year 2022 - 2023**

	<b>Prior Year 2021 - 2022</b>				<b>Current Year 2022 - 2023</b>			
	<b>General Fund</b>	<b>Debt Service Fund</b>	<b>Total</b>	<b>% of Levy</b>	<b>General Fund</b>	<b>Debt Service Fund</b>	<b>Total</b>	<b>% of Levy</b>
<b>Current Month Tax Collections:</b>								
5711 Taxes-Current Year Tax Levy	\$ 538,247.41	\$ 300,360.37	\$ 838,607.78	0.54%	\$ 319,755.95	\$ 182,380.46	\$ 502,136.41	0.24%
5712 Taxes-Delinquent Collections	\$ 107,172.47	\$ 54,526.30	\$ 161,698.77		\$ 63,532.92	\$ 33,532.69	\$ 97,065.61	
5719 Penalties and Interest	\$ 66,300.63	\$ 34,069.45	\$ 100,370.08		\$ 56,165.45	\$ 31,474.71	\$ 87,640.16	
<b>Total Current Month Collections</b>	<b>\$ 711,720.51</b>	<b>\$ 388,956.12</b>	<b>\$ 1,100,676.63</b>		<b>\$ 439,454.32</b>	<b>\$ 247,387.86</b>	<b>\$ 686,842.18</b>	
<b>Fiscal Year to Date Collections:</b>								
5711 Taxes-Current Year Tax Levy	\$ 97,270,188.53	\$ 54,391,504.80	\$ 151,661,693.33	98.38%	\$ 128,064,260.62	\$ 73,071,767.15	\$ 201,136,027.77	97.90%
5712 Taxes-Delinquent Collections	\$ 833,319.44	\$ 428,576.96	\$ 1,261,896.40		\$ 443,011.03	\$ 227,776.34	\$ 670,787.37	
5719 Penalties and Interest	\$ 399,290.69	\$ 211,994.66	\$ 611,285.35		\$ 441,025.32	\$ 244,338.42	\$ 685,363.74	
<b>Total Revenue Collected</b>	<b>\$ 98,502,798.66</b>	<b>\$ 55,032,076.42</b>	<b>\$ 153,534,875.08</b>		<b>128,948,296.97</b>	<b>73,543,881.91</b>	<b>202,492,178.88</b>	
<b>Total Budgeted Tax Revenue (Current, Delinquent, Penalty &amp; Interest)</b>	<b>\$ 100,750,161.00</b>	<b>\$ 57,357,902.00</b>	<b>\$ 158,108,063.00</b>		<b>\$ 126,032,959.00</b>	<b>\$ 71,444,986.00</b>	<b>\$ 197,477,945.00</b>	
<b>Percentage of Budget Collected</b>	<b>97.77%</b>	<b>95.95%</b>	<b>97.11%</b>		<b>102.31%</b>	<b>102.94%</b>	<b>102.54%</b>	

# Month to Date Tax Collections Current Levy



# Year to Date Tax Collections Current Levy





H A Y S C I S D

# BOARD OF TRUSTEES OPERATING PROCEDURES

2022–2023 School Year





# BOARD OF TRUSTEES

## OPERATING PROCEDURES

### TABLE OF CONTENTS

Our Mission Statement	3
Our Vision Statement	3
Our Beliefs	3
Social Contract	4
Ethical Standards	4
Board Meetings and Board Member Conduct	5
Developing the Board Meeting Agenda	6
How to Prepare For Board Meetings	7
Consent Agenda	8
Transacting Business	8
Board Workshops	9
Closed Session	9
Board Committees	10
How to Request Information About Meeting Agenda Items	11
How to Request Information Not Related to Agenda Items	12
How to Visit Campuses as a Board Member	13
Orientation of New Board Members	13
Board Development	14
Board Training Requirements	15
Electing Board Officers	15
Public Participation in Board Meetings	16
Communication with Team Members Between Meetings	17
Communication with the Media	18
Communication with the Community	19
How to Respond to Community or Employee Complaints	19
Communicating with Constituents	20
Superintendent Evaluation	20
Rising Above	21

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

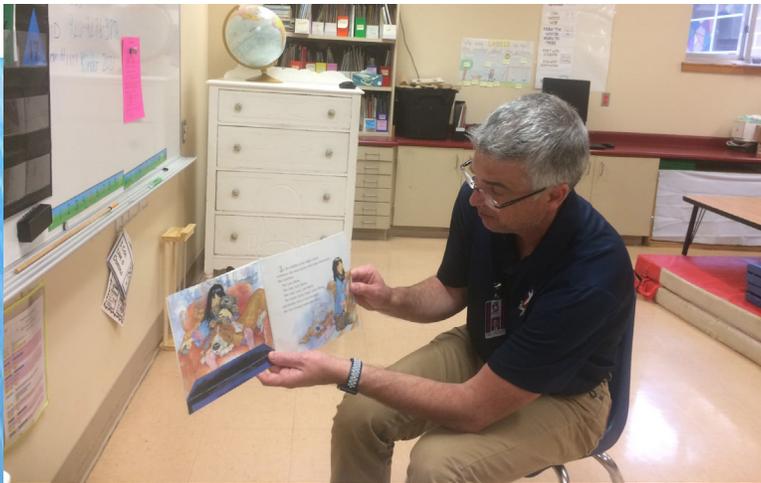
The Board will conduct Special Meetings/Board Workshops as needed. The workshop format is intended to allow the Administration to present information to the Board that is:

- 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**

*Hays* CISD

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!*

## 2022-2023 Hays CISD Board of Trustees Meeting Schedule



August 22, 2022 @ Kunkel Room at Historic Buda Elementary Campus - 5:30 pm  
August 29, 2022 @ Kunkel Room at Historic Buda Elementary Campus - 5:30 pm

September 19, 2022 @ Kunkel Room at Historic Buda Elementary Campus - 5:30 pm  
September 26, 2022 @ Kunkel Room at Historic Buda Elementary Campus - 5:30 pm

October 17, 2022 @ Kunkel Room at Historic Buda Elementary Campus - 5:30 pm  
October 24, 2022 @ Kunkel Room at Historic Buda Elementary Campus - 5:30 pm

November 14, 2022 @ Kunkel Room at Historic Buda Elementary Campus - 5:30 pm

December 12, 2022 @ Kunkel Room at Historic Buda Elementary Campus - 5:30 pm

**TUESDAY** January 17, 2023 @ Kunkel Room at Historic Buda Elementary Campus - 5:30 pm  
January 23, 2023 @ Kunkel Room at Historic Buda Elementary Campus - 5:30 pm

February 13, 2023 @ Kunkel Room at Historic Buda Elementary Campus - 5:30 pm  
**TUESDAY** February 21, 2023 @ Kunkel Room at Historic Buda Elementary Campus - 5:30 pm

March 27, 2023 @ Kunkel Room at Historic Buda Elementary Campus - 5:30 pm

April 17, 2023 @ Kunkel Room at Historic Buda Elementary Campus - 5:30 pm  
**TUESDAY** April 25, 2023 @ Kunkel Room at Historic Buda Elementary Campus - 5:30 pm

May 15, 2023 @ Kunkel Room at Historic Buda Elementary Campus - 5:30 pm  
May 22, 2023 @ Kunkel Room at Historic Buda Elementary Campus - 5:30 pm

**TUESDAY** June 20, 2023 @ Kunkel Room at Historic Buda Elementary Campus - 5:30 pm  
June 26, 2023 @ Kunkel Room at Historic Buda Elementary Campus - 5:30 pm