

**WACO INDEPENDENT SCHOOL DISTRICT
REGULAR MEETING
WISD Conference Center
115 S 5th Street
Waco, Texas 76701**

Thursday, February 24, 2022 - 6:00 PM

A Regular Meeting of the Board of Trustees of Waco Independent School District will be held February 24, 2022, beginning at 6:00 PM in the WISD Conference Center, 115 S 5th Street, Waco, Texas.

The subjects to be discussed or 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/agenda.

Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

AGENDA

1. **Call to Order**
2. **Public Comments on Agenda Items**
3. **Closed Session (TEXAS GOVERNMENT CODE, SUBCHAPTERS D AND E)**
 - 3.A. CONSULTATION WITH ATTORNEY - 551.071
 - 3.B. PERSONNEL MATTERS - 551.074
4. **Reconvene in Open Session**
5. **Moment of Silence and Pledge of Allegiance**
6. **Special Recognitions**
 - 6.A. Pledge Leaders
 - 6.B. National Merit Commended Scholars
 - 6.C. National Hispanic Recognition Program
 - 6.D. Texas 4-H Senior Grand Champion
 - 6.E. Waco ISD Award for Outstanding Community Partners
7. **Superintendent's Report**
 - 7.A. Black History Month Activities
 - 7.B. Paul Tyson Dedication Event on March 4, 2022
 - 7.C. Data Metric - Student Attendance
8. **Consent Agenda: Consider and Take Appropriate Action**
 - 8.A. Amendments to the 2021-2022 Budget
 - 8.B. Bid Award for Educational Consulting, Professional Development, and Other Student-Based Contracted Services
 - 8.C. Bid Award for Internet Service Provider (E-Rate)
 - 8.D. Bid Award for Restaurant and Catering Services
 - 8.E. Engagement of External Auditor for the 2021-2022 Fiscal Audit

- 8.F. Purchases in Excess of \$50,000 Under Pre-Existing Bid, Purchasing Cooperative, or Allowed Professional Service
- 8.G. Project Delivery Method for Elevator Modernization at Indian Spring Middle School
- 8.H. 2022-2023 Tuition Rate for Prekindergarten Students Ineligible for Free Prekindergarten
- 8.I. Annual Debt Report for the Fiscal Year Ended August 31, 2021
- 8.J. Presentation and discussion of monthly financial reports for the period ended January 31, 2022
- 8.K. Dual Enrollment Memorandum of Understanding (MOU) with Texas State Technical College (TSTC)
- 8.L. Second Reading CMD (LOCAL): Equipment and Supplies Management - Instructional Materials Care and Accounting
- 8.M. Cooper Foundation Trustee Election
- 8.N. Renewal of the Current District of Innovation Plan
- 8.O. Staff Development Waiver for 2021-2022
- 8.P. Attendance Report
- 9. **Review and Discuss the Sale of Unlimited Tax Building Bonds, Series 2022, and the Defeasance of a Portion of the Unlimited Tax Refunding Bonds, Series 2016**
Presenter: Dusty Traylor, RBC Capital Markets; Rob Collins, Bracewell L.L.P.
- 10. **Consider, Discuss and Take Appropriate Action Regarding Design Development and Interior and Exterior Material Selection and Colors for G. W. Carver Middle School**
Presenter: Jarrod Sterzinger, O'Connell Robertson Architects
- 11. **Consider, Discuss and Take Appropriate Action Regarding the Resolution to Discontinue Mask Mandate and Delegation of Authority to Superintendent**
Presenter: Dr. Susan Kincannon
- 12. **Review and Discuss Career & Technical Education Update**
Presenter: Donna McKethan
- 13. **Consider, Discuss and Take Appropriate Action Regarding the Extension of the Superintendent's Contract and 2022 Performance Goals**
- 14. **Announcements**
- 15. **Adjournment**

Waco Independent School District
Board of Trustees Meeting Agenda Item

Date: February 24, 2022

Contact Person: Alice Jauregui

RE: Special Recognitions

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Background Information:

Pledge Leaders

Each month, one campus selects two students to lead the Pledge of Allegiance at the regular business meeting of the Waco ISD Board of Trustees. For the month of February, Ari'yanna Ka'naye Pass and Kamarieuna Pass from ATLAS Academy in Tennyson Middle School were selected for this honor.

National Merit Commended Scholars

District Goal or Objective Addressed:

Goal 5, Performance Objective 8: Increase achievement for advanced learners.

Background Information:

Four Waco High School students have received recognition by the 2022 National Merit Scholarship program as **Commended** Scholars for performance on the PSAT/National Merit Scholar Qualifying Test (NMSQT). With a Selection Index score of 207 or above, these high performers have shown outstanding academic potential. Each of these students is among the 50,000 highest scoring participants who will be recognized this year.

These students are:

- Zane Arterburn
- Lily N Coffman
- Zander A Lim
- Abigail M Zimmerman

In addition to this incredible accomplishment, Ms. Abigail Zimmerman was also awarded the **National Hispanic Recognition Award** for the 2022 award cycle.

Texas 4-H Senior Grand Champion

Texas 4-H is part of Texas A&M AgriLife Extension Service and the Texas A&M System. Founded in 1908, 4-H is the largest youth development program in Texas, reaching more than 550,000 youth each year. Students choose a yearly project, which allows them to participate in various hands-on activities while learning new skills. 4H offers competitions that include healthy living, fashion, citizenship, community service, career preparation, and rocketry.

On Thursday, February 10, 2022, Shaviante “Shay” Cobb baked a homemade “Million Dollar Pound Cake” at Waco High, for the youth fair. Ms. Cobb’s hard work and attention to detail paid off as she was named Senior Grand Champion for Baked Goods - Cake Division.

On February 11, 2022, Ms. Cobb’s winning cake was placed into a silent auction at the Extraco Event Center for the sale of Champions of the McLennan County Youth Fair. Ms. Cobb’s cake was purchased and she will receive the money from the winning bid in addition to individual donations. The funds will go toward Ms. Cobb’s college expenses.

Waco ISD Award for Outstanding Community Partners

Each month, Waco ISD recognizes a community partner making a difference for students with the Waco ISD Award for Outstanding Community Partners. The recognition celebrates the theme for the 2021-2022 school year “We are Waco ISD” and acknowledges that it’s not just our employees and students who make the Waco ISD community a great place to teach and learn.

In February, the District is recognizing Community Bank and Trust. They have been a long-standing partner with Waco High School, and the district. Literacy is close to Community Bank and Trust CEO David Lacy's heart and he is passionate about student success. This school year, Community Bank and Trust has graciously donated funds for Reading Plus incentives. This support has made it possible for Waco High School to host pizza parties for outstanding Reading Plus students at the end of each 6 weeks. In December, the organization also provided support for teachers at Waco High School staff. In addition, they participate in our Campus Decision Making Council (CDMC) and mentor students.

Fiscal Implications:

None

Administration Recommendations:

For discussion only

Waco Independent School District
Board of Trustee Meeting Agenda Item

Date: February 24, 2022

Contact Person: Sheryl Davis

RE: Amendments to the 2021-2022 Budget

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Background Information:

The Texas Education Agency has established additional requirements for school district budget preparation. As part of these requirements, a school district must amend the official budget before exceeding a functional expenditure category, i.e., instruction, administration, etc., in the total district budget. Attached are copies of the proposed amendments to the Official Budget identifying details of the requests. The following summarizes the effect of these amendments by functional category.

Summary:

Amendment #019: Curriculum & Instruction (Fund 199)

This amendment will reallocate funds budgeted for instructional extra-duty to instructional staff development extra-duty to provide planning time for homebound teachers. These adjustments are required to appropriately reclassify the budget to the proper expenditure codes per TEA accounting guidelines.

		<u>TEA Revenue/Function Description</u>	
Source of Funds:	\$	1,692	Instruction
Use of Funds:	\$	1,692	Curriculum & Instructional Staff Development
Fund Balance Effect		None	

Amendment #020: English Language Learners (Fund 199)

This amendment will reallocate funds budgeted for instructional payroll costs to instructional staff development payroll costs, deleting two paraprofessional aides to fund a coordinator position to assist with teacher training and curriculum writing. These adjustments are required to appropriately reclassify the budget to the proper expenditure codes per TEA accounting guidelines.

		<u>TEA Revenue/Function Description</u>	
Source of Funds:	\$	74,882	Instruction
Use of Funds:	\$	74,882	Curriculum & Instructional Staff Development
Fund Balance Effect		None	

Amendment #021: PEIMS Department (Fund 199)

This amendment will reallocate funds budgeted for data processing extra-duty to general administration extra-duty. These adjustments are required to appropriately reclassify the budget to the proper expenditure codes per TEA accounting guidelines.

		<u>TEA Revenue/Function Description</u>	
Source of Funds:	\$	1,729	Data Processing Services
Use of Funds:	\$	1,729	General Administration
Fund Balance Effect		None	

Amendment #022: Brazos High School (Fund 199)

This amendment will reallocate funds budgeted for school leadership travel to instruction miscellaneous operating costs to cover graduation costs. These adjustments are required to appropriately reclassify the budget to the proper expenditure codes per TEA accounting guidelines.

			<u>TEA Revenue/Function Description</u>
Source of Funds:	\$	800	School Leadership
Use of Funds:	\$	800	Instruction
Fund Balance Effect		None	

Amendment #023: Student Services & Support (Fund 199)

This amendment will reallocate funds budgeted for curriculum and instructional staff development contracted services to guidance, counseling and evaluation services to cover professional development costs for staff. These adjustments are required to appropriately reclassify the budget to the proper expenditure codes per TEA accounting guidelines.

			<u>TEA Revenue/Function Description</u>
Source of Funds:	\$	1,800	Curriculum & Instructional Staff Development
Use of Funds:	\$	1,800	Guidance, Counseling, and Evaluation Services
Fund Balance Effect		None	

Amendment #024: Facilities & Maintenance (Fund 199)

This amendment will place budget for reimbursement received from contractor for damaged sewer line increasing other local revenues and plant maintenance and operations miscellaneous contracted services to cover the cost of required repairs. These adjustments are required to appropriately reclassify the budget to the proper expenditure codes per TEA accounting guidelines.

			<u>TEA Revenue/Function Description</u>
Source of Funds:	\$	13,751	Local & Intermediate Source Revenue
Use of Funds:	\$	13,751	Plant Maintenance & Operations
Fund Balance Effect		None	

Amendment #025: Athletics (Fund 199)

This amendment will reallocate funds budgeted for extracurricular activities equipment to extracurricular activities, plant maintenance and operations, and security and monitoring services to cover overruns in overtime and benefits. These adjustments are required to appropriately reclassify the budget to the proper expenditure codes per TEA accounting guidelines.

			<u>TEA Revenue/Function Description</u>
Source of Funds:	\$	44,425	Extracurricular Activities
Use of Funds:	\$	44,425	Extracurricular Activities, Plant Maintenance & Operations, Security & Monitoring Services
Fund Balance Effect		None	

Amendment #026: Athletics (Fund 199)

This amendment will reallocate funds budgeted for curriculum and instructional staff development vehicles to extracurricular activities to purchase two vehicles to transport small athletic teams. These adjustments are required to appropriately reclassify the budget to the proper expenditure codes per TEA accounting guidelines.

			<u>TEA Revenue/Function Description</u>
Source of Funds:	\$	87,830	Curriculum & Instructional Staff Development
Use of Funds:	\$	87,830	Extracurricular Activities
Fund Balance Effect		None	

Amendment #027: Athletics (Fund 199)

This amendment will reallocate funds budgeted for facilities acquisition and construction for the Paul Tyson Stadium rebuild to extracurricular activities to purchase pole vault and high jump equipment for the field. These adjustments are required to appropriately reclassify the budget to the proper expenditure codes per TEA accounting guidelines.

			<u>TEA Revenue/Function Description</u>
Source of Funds:	\$	39,417	Facilities Acquisition and Construction
Use of Funds:	\$	39,417	Extracurricular Activities
Fund Balance Effect		None	

Amendment #028: G. W. Carver Middle School (Fund 161)

This amendment will place budget for insurance recoveries for fire damage at G.W. Carver Middle School to replace supplies, materials, and equipment, in various functions, needed for current operations. These adjustments are required to appropriately reclassify the budget to the proper expenditure codes per TEA accounting guidelines.

			<u>TEA Revenue/Function Description</u>
Source of Funds:	\$	109,351	Local & Intermediate Source Revenue
Use of Funds:	\$	109,351	Instruction, School Leadership, Extracurricular Activities, Plant Maintenance & Operations, Community Services
Fund Balance Effect		None	

Amendment #029: Facilities & Maintenance (Fund 199)

This amendment will place budget for insurance recoveries for fire damage at G.W. Carver Middle School to reimburse the general operating fund for expenses incurred in relocating students from G. W. Carver Middle School to Indian Spring Middle School as well as mitigation costs at the site of the fire. These adjustments are required to appropriately reclassify the budget to the proper expenditure codes per TEA accounting guidelines.

			<u>TEA Revenue/Function Description</u>
Source of Funds:	\$	1,111,470	Local & Intermediate Source Revenue
Use of Funds:	\$	1,111,470	Unassigned Fund Balances – Other, Plant Maintenance & Operations
Fund Balance Effect		Increase	

Amendment #030: Facilities & Maintenance (Fund 199)

This amendment will place budget for remainder insurance recoveries the hail damage claim to provide funds for the replacement of HVAC systems throughout the district. These adjustments are required to appropriately reclassify the budget to the proper expenditure codes per TEA accounting guidelines.

			<u>TEA Revenue/Function Description</u>
Source of Funds:	\$	865,483	Local & Intermediate Source Revenue
Use of Funds:	\$	865,483	Plant Maintenance & Operations
Fund Balance Effect		None	

Amendment #031: Districtwide (Fund 199)

This amendment will adjust budgets for hail and fire claims per anticipated insurance recoveries and amounts to be spent between fiscal years 2021 and 2022, moving unexpended excess budget to contingency funds. These adjustments are required to appropriately reclassify the budget to the proper expenditure codes per TEA accounting guidelines.

		<u>TEA Revenue/Function Description</u>
Source of Funds:	\$ 213,807	Instruction, School Leadership, Food Services, Extracurricular Activities, Facilities Acquisition & Construction
Use of Funds:	\$ 213,807	Instruction, School Leadership, Extracurricular Activities, Plant Maintenance & Operations
Fund Balance Effect	None	

Amendment #032: Child Nutrition Services (Fund 240)

This amendment will amend excess restricted fund balance into food services for the purchase of new serving lines, kitchen equipment, campus walk-in cooler/freezer units, backup generators, food recycle machines, shelving, pallet jack, vehicles and replacement technology. These adjustments are required to appropriately reclassify the budget to the proper expenditure codes per TEA accounting guidelines.

		<u>TEA Revenue/Function Description</u>
Source of Funds:	\$ 2,000,000	Restricted Fund Balance
Use of Funds:	\$ 2,000,000	Food Services
Fund Balance Effect	Decrease	

A copy of the amendment is attached for your review detailing line items to be adjusted.

Fiscal Implications:

Amendment #029 increases unassigned fund balance for reimbursement of prior year expenditures related to the G. W. Carver fire. Amendment #032 decreases restricted fund balance in the National School Lunch and Breakfast fund in order to utilize excess balances for equipment purchases.

Administrative Recommendation(s):

The administration recommends that the Board of Trustees approve the budget amendment, as presented.

Waco Independent School District
Board of Trustee Meeting Agenda Item

Date: February 24, 2022

Contact Person: S. Smith

RE: Bid Award for Educational Consulting, Professional Development, and Other Student-Based Contracted Services

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Background Information:

Request for Proposal, RFP # 21-1182, Educational Consulting, Professional Development, and Other Student-Based Contracted Services have been received for the purpose of creating a list of vendors which can service the District. We received six (6) responses during the past month. The recommended six will be added to our previously approved list of one hundred and nineteen (119) responses.

Examples of the types of services covered under this RFP are:

- Academic Educational Consultant
- Professional / Staff Development Training
- Motivational or Professional Speaker
- Program Review/Recommendation Services
- Data/Statistical Analysis
- Curriculum Design
- Evaluator Services
- Judging Services
- Technology Analysis / Consultant
- Operations Analysis / Consultant
- Grant Evaluation Services
- Presentations / Programs for staff and students (e.g. authors)
- Marching Band / Drill / Cheer Design and Choreography (includes camps)
- Theatre Coaching Services
- Instructors for outside of the school day classes (art, photography, gardening, tennis, Zumba, etc.)
- Speaker(s) for Assembly Programs
- Other services deemed appropriate for this request

In an effort to create inclusivity with our consulting, professional development, and student-based contracted services vendors and in light of changes made in 2019 by the Texas Education Agency's, Financial Accountability Systems Resource Guide (FASRG) Module 5 – Purchasing, the Business Services Department has elected to utilize the Extended Period for Multiple Award Contracts as shown in the FASRG excerpt shows.

3.16.6 Limited Response Period versus Extended Period for Multiple Award Contracts

Normal procurement practices will allow solicitation responses to be submitted to the district within a limited, specific time period, usually two to three weeks. The district may want to review past policies to determine if a limited response time is in the best interest of the district and the needs of its end users.

Consideration may need to be given to have an extended opening for receiving responses.

- Limited Response Period. This choice is considered a normal, formal RFP. Examples include newspaper advertisements and awards made and limited to only the responders that submitted and awarded for the solicitation.

- Extended Response Period. This choice is more informal than a limited response period. The major difference is the date the responses are due. This method allows for responses to be accepted throughout an extended period such as the date of the contract award expiration and awards made periodically. Periodic board approval may also be required. For newspaper advertisements, our District will continue to publicize periodic republication through our website and continue to enlist the assistance of the three (3) Chamber of Commerce's, as received on this first solicitation. The advertisement will address concerns about transparency by announcing the solicitation to new readers even though the statutory requirements were met by the initial publication.

The intent for awarding additional vendors to this bid will be done on an as needed basis. Vendors submitting a response by the end of each month will be submitted for consideration at the next board meeting.

Fiscal Implications:

The cost of these items will be charged to the appropriate campus/department budget.

Administrative Recommendation(s):

The Administration recommends that the Board of Trustees approve the additional six (6) vendors for the Educational Consulting, Professional Development, and Other Student-Based Contracted Services bid, as presented.

Academic Coaching Experts LLC

Company Name: Academic Coaching Expert, LLC
Street Address: 143 B Sunset Road
City, State, Zip: Whiting, New Jersey 08759
Contact Name: Sharon Davis
Contact Phone Number: 609-757-1188
Contact Email Address: Sharon@academiccoachingexperts.com
Category of Service Provided: Professional/Staff Development Training
Target Audience: New and Novice Teachers
Description of Services: We offer two transformational training programs for new and novice K-12 classroom teachers. The "Effective Teacher" program gives teachers practical tools and strategies for planning, organizing, and structuring our classrooms to maximize student success. The "Nurtured Heart Approach®" gives teachers the tools to help students experience academic and social-emotional success by increasing positive teacher/student interactions to support self-esteem development and reduce behavior problems that interfere with learning time.
Pricing: Total Package Price for Each Program in \$19,500.

Argument-Driven Inquiry (Argument-Driven Inquiry, LLC)

Company Name: Argument-Driven Inquiry, LLC
Street Address: 12707 Nutty Brown Rd.
City, State, Zip: Austin, Texas 78737
Contact Name: Anastasia Kenessey
Contact Phone Number: 512-368-4651
Contact Email Address: anastasia@argumentdriveninquiry.com
Category of Service Provided: Professional/Staff Development Training
Target Audience: Teachers
Description of Services: We coach teachers on our instructional model so they can replicate it in the classroom to provide a more equitable STEM, science and math experience to students.
Pricing: Our pricing is based on the Professional Learning course chosen and the number of facilitators running the workshop or event.

McFerran Computer Service

Company Name: McFerran Computer Service
Street Address: 140 Westgate II Rd
City, State, Zip: Eddy, TX 76524
Contact Name: Claire McFerran
Contact Phone Number: 254-717-8789
Contact Email Address: mcferranc@aol.com
Category of Service Provided: Other applicable service
Target Audience: High School Students

Description of Services: Tennis coaching for students
Pricing: \$5,000 to provide tennis coaching through August 2022

Mobile Ed Productions, Inc.

Company Name: Mobile Ed Productions, Inc.
Street Address: 26018 West Seven Mile Road
City, State, Zip: Redford, MI 48240
Contact Name: Cynthia Kruczynski
Contact Phone Number: 800-433-7459
Contact Email Address: cindyk@mobileedproductions.com
Category of Service Provided: Other applicable service
Target Audience: K-8 Students
Description of Services: School assemblies
Pricing: \$995-\$1,695 per assembly

VB Educator Consulting LLC

Company Name: VB Educator Consulting
Street Address: 3515 Sycamore School Rd. Suite 125 Box #155
City, State, Zip: Fort Worth, Texas 76133
Contact Name: Veleria Brown
Contact Phone Number: 817-705-3239
Contact Email Address: vbmastered@gmail.com
Category of Service Provided: Professional/Staff Development Training
Target Audience: Teachers and Campus Administrators
Description of Services: VB Educator Consulting provides professional development, training, and coaching services that promote teacher growth and development and leadership development. This includes establishing effective planning, instructional, and management systems for teachers and instructional leaders.
Pricing: Hourly rate \$400, Daily rate \$3,200

World Hunger Relief, Inc.

Company Name: World Hunger Relief Inc.
Street Address: 356 Spring Lake Rd
City, State, Zip: Waco, TX 76705
Contact Name: Sky Toney
Contact Phone Number: 254-799-5611
Contact Email Address: sky@worldhungerrelief.org
Category of Service Provided: Other applicable service
Target Audience: All WISD students
Description of Services: Educational summer camp experiences at World Hunger Relief Farm for WISD students.
Pricing: \$125 per student

Waco Independent School District

Board of Trustee Meeting Agenda Item

Date: February 24, 2022

Contact Person: S. Smith/J. Allen

RE: Bid Award for Internet Service Provider (E-Rate)

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Background Information:

Requests for Proposals, RFP # 21-1210, Internet Service Provider (E-Rate) has been issued and opened for the purpose of soliciting a company which can provide internet service throughout the District. We received four (4) responses for this proposal. In the RFP, pricing was requested for a three-year period on five (5), seven and a half (7.5) and ten (10) gigabytes per second of Bandwidth. Having pricing for multiple strengths will allow Waco ISD to grow and to continue to service our campuses as the needs arise. After the Technology Department evaluated each proposal, it was determined that Grande Communications offered the best value to the District, and is therefore being recommended to provide these services. Pricing and evaluation scoresheets are attached for your review.

This contract will run from July 1, 2022 until June 30, 2025. If mutually agreeable, this award may be renewed for two (2) additional one (1) year periods.

Fiscal Implications:

Approximately 90% of the cost will be covered under E-rate funding, with the remaining cost being charged to the Technology Department budget.

Administrative Recommendation(s):

The Administration recommends that the Board of Trustees approve the bid award for internet service provider (E-Rate) to Grande Communications, as presented.

RFP # 21-1210 (E-Rate)
Internet Service Provider
Bid Tabulation

Proposers	Conterra Ultra Broadband, LLC	Foremost Telecommunications Corporation	Grande Communications Networks, LLC	Unite Private Network, LLC
5 Gbps Bandwidth				
Monthly Rate	\$ 2,885.00	\$ 2,995.00	\$ 2,000.00	\$ 1,750.00
Three (3) Year Annual Rate	\$ 103,860.00	\$ 107,820.00	\$ 72,000.00	\$ 63,000.00
1 st Renewal Option – Annual Rate	\$ 31,800.00	\$ 35,940.00	\$ 24,000.00	\$ 21,000.00
2 nd Renewal Option – Annual Rate	\$ 31,800.00	\$ 35,940.00	\$ 23,400.00	\$ 21,000.00
7.5 Gbps Bandwidth				
Monthly Rate	\$ 3,750.00	\$ 3,495.00	No Bid	\$ 2,340.00
Three (3) Year Annual Rate	\$ 135,000.00	\$ 125,820.00	No Bid	\$ 84,240.00
1 st Renewal Option – Annual Rate	\$ 42,600.00	\$ 41,940.00	No Bid	\$ 28,080.00
2 nd Renewal Option – Annual Rate	\$ 42,600.00	\$ 41,940.00	No Bid	\$ 28,080.00
10 Gbps Bandwidth				
Monthly Rate	\$ 4,935.00	\$ 3,995.00	\$ 2,900.00	\$ 2,750.00
Three (3) Year Annual Rate	\$ 177,660.00	\$ 143,820.00	\$ 104,400.00	\$ 99,000.00
1 st Renewal Option – Annual Rate	\$ 53,220.00	\$ 47,940.00	\$ 34,800.00	\$ 33,000.00
2 nd Renewal Option – Annual Rate	\$ 51,000.00	\$ 47,940.00	\$ 33,600.00	\$ 33,000.00

**RFP # 21-1210 (E-Rate)
Internet Service Provider
Combined Evaluation Scoresheet**

Evaluation Criteria:	Max Points	Conterra Ultra Broadband, LLC	Foremost Telecommunications Corporation	Grande Communications Networks, LLC	Unite Private Network, LLC
Price (based on 3 YR - 5Gbps pricing):	35	21.25	20.48	30.63	35.00
Total Long Term Cost to the District:	10.00				
Average of All Evaluators		5.00	5.00	10.00	8.00
Experience and Reputation:					
➤ Experience doing this type of business	5.00				
Average of All Evaluators		5.00	5.00	5.00	5.00
➤ Experience doing business with other Texas school districts	10.00				
Average of All Evaluators		10.00	10.00	10.00	8.00
Quality of Goods and Services:					
➤ Based on external references	5.00				
Average of All Evaluators		5.00	5.00	5.00	5.00
➤ Extent on which the goods and services meet the district's needs	30.00				
Average of All Evaluators		10.00	10.00	30.00	25.00
Required number and type of copies of the proposal submitted	5.00				
Average of All Evaluators		5.00	5.00	5.00	5.00
Total:	100.00	61.25	60.48	95.63	91.00

Waco Independent School District
Board of Trustee Meeting Agenda Item

Date: February 24, 2022

Contact Person: S. Smith

RE: Bid Award for Restaurant & Catering Services

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Background Information:

Request for Proposal, RFP # 19-1150, Restaurant & Catering Services have been received for the purpose of creating a list of vendors which can service the District in their Restaurant and Catering needs. We received one (1) response since the last bid was awarded.

The new vendor, to be considered with the previously approved fifty-five (55) vendors, are attached for your consideration.

In an effort to create inclusivity with our local Restaurant and Catering vendors and in light of changes made in 2019 by the Texas Education Agency's, Financial Accountability Systems Resource Guide (FASRG) Module 5, Purchasing the Business Services Department has elected to utilize the Extended Period for Multiple Award Contracts as shown in the FASRG excerpt shows.

3.16.6 Limited Response Period versus Extended Period for Multiple Award Contracts

Normal procurement practices will allow solicitation responses to be submitted to the district within a limited, specific time period, usually two to three weeks. The district may want to review past policies to determine if a limited response time is in the best interest of the district and the needs of its end users.

Consideration may need to be given to have an extended opening for receiving responses.

- Limited Response Period. This choice is considered a normal, formal RFP. Examples include newspaper advertisements and awards made and limited to only the responders that submitted and awarded for the solicitation.
- Extended Response Period. This choice is more informal than a limited response period. The major difference is the date the responses are due. This method allows for responses to be accepted throughout an extended period such as the date of the contract award expiration and awards made periodically. Periodic board approval may also be required. For newspaper advertisements, our District will continue to publicize periodic republication through our website and continue to enlist the assistance of the three (3) Chamber of Commerce's, as received on this first solicitation. The advertisement will address concerns about transparency by announcing the solicitation to new readers even though the statutory requirements were met by the initial publication.

The intent for awarding additional vendors to this bid will be done on an as needed basis. Vendors submitting a response by the end of each month will be submitted for consideration at the next board meeting.

Fiscal Implications:

The cost of these items will be charged to the appropriate campus/department budget.

Administrative Recommendation(s):

The Administration recommends that the Board of Trustees approve the one (1) additional vendor for the Restaurant & Catering Services bid, as presented.

RFP # 19-1150
Restaurant and Catering Services

New Responding Supplier	City	State	Bid #	Expiration Date
World Hunger Relief, Inc.	Waco	TX	19-1150	1/30/2025
Previously Awarded Vendors	City	State	Bid #	Expiration Date
Andy's Frozen Custard (Andy's Texas #5, LLC)	Austin	TX	19-1150	1/30/2025
Apex Coffee Roasters	Waco	TX	19-1150	1/30/2025
Backyard Bar Stage and Grill	Waco	TX	19-1150	1/30/2025
Blanek's Custom Catering by Big Daddy's (Joe Blanek)	Robinson	TX	19-1150	1/30/2025
Boardwalk on Elm	Waco	TX	19-1150	1/30/2025
Bush's Chicken	Waco	TX	19-1150	1/30/2025
Cafe Venture Catering and Fuddruckers	Lubbock	TX	19-1150	1/30/2025
Chaney Brothers Coffee Truck (Waco Coffee Company)	Waco	TX	19-1150	1/30/2025
Chick-Fil-a at Baylor University (Sykora Family Enterprises)	Waco	TX	19-1150	1/30/2025
Chick-fil-A of Waco	Waco	TX	19-1150	1/30/2025
Chuy's Opco Inc.	Austin	TX	19-1150	1/30/2025
Coach's Smoke BBQ (Josey's BBA, Inc.)			19-1150	1/30/2025
Fazoli's (FazTex Restaurants, Inc.)	Austin	TX	19-1150	1/30/2025
Franklin Avenue Mac House (Cheddar Box, LLC)	Waco	TX	19-1150	1/30/2025
Fuego Waco II, LLC	Waco	TX	19-1150	1/30/2025
Gelu Italian Ice (Waco Coffee Company, LLC)	Waco	TX	19-1150	1/30/2025
George's Restaurant & Catering (George's 1 LTD)	Waco	TX	19-1150	1/30/2025
Good'N Gone Cookie Jar	Waco	TX	19-1150	1/30/2025
Heritage Creamery (Heritage Creamery LLC)	Waco	TX	19-1150	1/30/2025
HTeaO (N2T LLC)	Amarillo	TX	19-1150	1/30/2025
Jason's Deli (Deli Management, Inc.)	Waco	TX	19-1150	1/30/2025
Jimmy Johns (Butts Largest Investment Group II, Inc)	Waco	TX	19-1150	1/30/2025
Jon Lillie's Steakhouse	waco	TX	19-1150	1/30/2025
Kona Ice of Waco LLC (Tie Dye Interprises)	Waco	TX	19-1150	1/30/2025
Kurbide Coffee & Goods	Waco	TX	19-1150	1/30/2025
La Fiesta Restaurant (Wanda Patlis Inc)	Waco	TX	19-1150	1/30/2025
Little Caesars Pizza (Reno LTD)	Hewitt	TX	19-1150	1/30/2025
Lula Jane's LLC	Waco	TX	19-1150	1/30/2025
McAlister's Deli (The Saxton Group)	Dallas	TX	19-1150	1/30/2025
Mo Cookies	Waco	TX	19-1150	1/30/2025
Newk's-1033-Waco-TX (Newk's Eatery)	Waco	TX	19-1150	1/30/2025
Nightlight Donuts & Coffee	Woodway	TX	19-1150	1/30/2025
Ninfas Mexican Restaurant (Texas Rodco Waco)	Waco	TX	19-1150	1/30/2025
Panda Express INC	Waco	TX	19-1150	1/30/2025
Papa Bear	waco	TX	19-1150	1/30/2025
Peter Piper Pizza (Pizza Properties Inc)	El Paso	TX	19-1150	1/30/2025
Po' Boy Place	Waco	TX	19-1150	1/30/2025
Pop's Lemonade Co	Waco	TX	19-1150	1/30/2025
Raising Canes (Raising Canes Restaurants, LLC)	Plano	TX	19-1150	1/30/2025
Revival Eastside Eatery	Waco	TX	19-1150	1/30/2025
Rosa's Café & Tortilla Factory	Waco	TX	19-1150	1/30/2025
Rosati's of Waco (Odling Pizza LLC)	Waco	TX	19-1150	1/30/2025
Shiplely Do-Nuts (January Investments Inc.)	Waco	TX	19-1150	1/30/2025
Southern Roots Brewing (Southern Roots Taproom LLC)	Waco	TX	19-1150	1/30/2025

RFP # 19-1150
Restaurant and Catering Services

Previously Awarded Vendors	City	State	Bid #	Expiration Date
Subway (Benchmark Subs)	Waco	TX	19-1150	1/30/2025
Sweetness Desserts (Laura Summersett)	Waco	TX	19-1150	1/30/2025
Sweets by Rachel	Waco	TX	19-1150	1/30/2025
Talk More Meals	Waco	TX	19-1150	1/30/2025
The Olive Branch (Stewart Branch)	Waco	TX	19-1150	1/30/2025
Tony DeMaria's BBQ	Waco	TX	19-1150	1/30/2025
Triple B's Smokehouse (J&C Triple B, LLC)	Waco	TX	19-1150	1/30/2025
Uncle Dan's Bar-B-que and Catering (D.W.Henderson Corporation)	Waco	TX	19-1150	1/30/2025
Waco Cha	Waco	TX	19-1150	1/30/2025
Walkons Waco	Waco	TX	19-1150	1/30/2025
What About Cupcakes? (What About Cupcakes LLC)	Waco	TX	19-1150	1/30/2025

Waco Independent School District

Board of Trustee Meeting Agenda Item

Date: February 24, 2022 **Contact Person:** S. Smith/S. Davis

RE: Engagement of External Auditor for 2021-2022 Fiscal Year

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Background Information:

Each year, Texas school districts are required to prepare annual financial statements and have them audited by a licensed independent certified public accounting (CPA) firm. The Texas Education Agency (TEA) requires that the districts ensure their independent auditor be:

- a certified public accountancy firm and/or certified public accountant with a current valid license issued by the Texas State Board of Public Accountancy;
- be a member of the AICPA Governmental Audit Quality Center;
- collectively have the knowledge, skills, and experience to be competent for the audit being conducted, including thorough knowledge of the government auditing requirements and the Texas public school district environment; and
- meet all other requirements provided by Texas Education Code §44.008, Texas Administrative Code §109.23 and all other requirements.

External Auditors are considered a professional service and, as such, are hired based on qualifications. The District issues a Request for Qualifications (RFQ), as necessary, to solicit information regarding external audit services. For the past six years, the District has utilized Weaver: Assurance, Tax and Advisory Services for our external audit services. For the first five years, the audit was performed by staff from the Conroe office. This past year the audit was moved to the Dallas office. Weaver has a policy of rotating the audit partner and senior audit staff to ensure the independence of the audit judgment and improve the quality of the audit. Weaver is the largest independent CPA firm in the Southwest and members of its audit team are actively involved with the TEA, the Texas Association of School Business Officials (TASBO), and the Texas Society of CPAs in developing, interpreting, implementing, and training on pronouncements of the Governmental Accounting Standards Board (GASB) as well as state and federal accounting and auditing requirements.

Annual expenditures as a result of the engagement will exceed \$50,000 and must be approved by the Board of Trustees in compliance with policy CH (Local). The total fee will be based upon the number of staff hours necessitated during the course of the engagement.

Fiscal Implications:

The budget for these expenditures will come from general operating funds budgeted for this purpose.

Administrative Recommendation(s):

The Administration recommends that the Board of Trustees approve the engagement of Weaver: Assurance, Tax and Advisory Services for external audit services for the fiscal year ended August 31, 2022, as presented.



February 14, 2022

To the Board of Trustees and Management
Waco Independent School District
501 Franklin Avenue
Waco, Texas 76712

Dear Board of Trustees and Management:

You have requested that Weaver and Tidwell, L.L.P. ("Weaver", "our", "us", and "we") audit the governmental activities, each major fund, and the aggregate remaining fund information of Waco Independent School District (the "District"), as of August 31, 2022, and for the fiscal year then ended and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents. In addition, we will audit the District's compliance over major federal award programs for the fiscal period ended August 31, 2022.

Accounting principles generally accepted in the United States of America ("U.S. GAAP"), as promulgated by the Governmental Accounting Standards Board ("GASB") require that management's discussion and analysis and budgetary comparison information, among other items, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by GASB, which considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the required supplementary information ("RSI") in accordance with auditing standards generally accepted in the United States of America ("U.S. GAAS"). These limited procedures will consist primarily of inquiries of management regarding their methods of measurement and presentation, and comparing the information for consistency with management's responses to our inquiries. We will not express an opinion or provide any form of assurance on the RSI. The following RSI is required by U.S. GAAP. This RSI will be subjected to certain limited procedures but will not be audited:

1. Management's Discussion and Analysis
2. Schedule of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual – General Fund
3. Schedule of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual – Major Special Revenue Fund, as applicable
4. Schedule of the District's Proportionate Share of the Net Pension Liability of a Cost-Sharing Multiple-Employer Pension Plan – Teacher Retirement System of Texas
5. Schedule of District's Contributions – Teacher Retirement System of Texas Pension Plan
6. Schedule of the District's Proportionate Share of the Net Other Post-Employment Benefits (OPEB) Liability of a Cost-Sharing Multiple-Employer OPEB Plan – Teacher Retirement System of Texas
7. Schedule of District's Contributions to the Teacher Retirement System of Texas OPEB Plan

Weaver and Tidwell, L.L.P.

CPAs AND ADVISORS | WEAVER.COM

To the Board of Trustees and Management
Waco Independent School District
February 14, 2022

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Supplementary information other than RSI will accompany the District's basic financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the basic financial statements and perform certain additional procedures, including comparing and reconciling the supplementary information to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and additional procedures in accordance with U.S. GAAS. We intend to provide an opinion on the following supplementary information in relation to the financial statements as a whole:

1. Schedule of Expenditures of Federal Awards
2. Combining and Individual Fund Financial Statements
3. Compliance Schedules Required by the Texas Education Agency

Also, the document we submit to you will include the following other additional information that will not be subjected to the auditing procedures applied in our audit of the basic financial statements:

1. Statistical Section
2. Schedule of Required Responses to Selected School FIRST Indicators

We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter.

Audit Objectives

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material aspects, in conformity with U.S. GAAP and to report on the fairness of the supplementary information referred to above when considered in relation to the basic financial statements as a whole. The objective also includes reporting on internal control related to the basic financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the basic financial statements in accordance with *Government Auditing Standards* issued by the Comptroller General of the United States of America ("GAGAS"); and internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance).

Auditor Responsibilities

We will conduct our audit in accordance with U.S. GAAS, the standards applicable to financial audits contained in GAGAS, and the provisions of the Uniform Guidance. Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether the basic financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the basic financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the basic financial statements, whether due to error, fraudulent financial reporting, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements. An audit also includes evaluating the appropriateness of

To the Board of Trustees and Management
Waco Independent School District
February 14, 2022

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accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. If appropriate, our procedures will therefore include tests of documentary evidence that support the transactions recorded in the accounts, tests of the physical existence of assets, and direct confirmation of cash, investments, and certain other assets and liabilities by correspondence with creditors and financial institutions. As part of our audit process, we may request written representations from your attorneys, and they may bill you for responding. At the conclusion of our audit, we will also request certain written representations from you about the basic financial statements and related matters.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements or noncompliance (whether caused by errors, fraudulent financial reporting, misappropriation of assets, or violations of laws or governmental regulations) may not be detected exists, even though the audit is properly planned and performed in accordance with U.S. GAAS and GAGAS.

In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the basic financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

In making our risk assessments, we consider internal control relevant to the District's preparation and fair presentation of the basic financial statements in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the basic financial statements that we have identified during the audit.

During the course of the audit we may observe opportunities for economy in, or improved controls over, your operations. We will bring such matters to the attention of the appropriate level of management, either orally or in writing.

John DeBurro is the engagement partner for the audit services specified in this letter, and is responsible for supervising our services performed as part of this engagement and signing or authorizing another qualified firm representative to sign the audit report.

We may from time to time, and depending on the circumstances, use third-party service providers in performing this engagement. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service provider.

To the Board of Trustees and Management
Waco Independent School District
February 14, 2022

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We expect to begin our audit procedures in April 2022, and issue our report in January 2023. We will issue a written report upon completion of our audit of the District's basic financial statements. Our report will be addressed to the Board of Trustees of the District. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph(s), or withdraw from the engagement. If our opinions on the financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or withdraw from this engagement.

As part of obtaining reasonable assurance about whether the basic financial statements are free of material misstatement, we will perform tests of the District's compliance with certain provisions of laws, regulations, contracts, and grants that could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with the provisions is not an objective of our audit, and accordingly, we will not express such an opinion.

Our audit of the District's major federal award program(s) compliance will be conducted in accordance with the requirements of the Single Audit Act, as amended; and the provisions of the Uniform Guidance; and will include tests of accounting records, a determination of major programs in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to express such an opinion on major federal award program compliance and to render the required reports. We cannot provide assurance that an unmodified opinion on compliance will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or withdraw from the engagement.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the District has complied with applicable laws and regulations and the provisions of contracts and grant agreements applicable to major federal award programs. Our procedures will consist of determining major federal programs and performing the applicable procedures described in the U.S. Office of Management and Budget *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the District's major programs. The purpose of those procedures will be to express an opinion on the District's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Also, as required by the Uniform Guidance, we will perform tests of controls to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each of the District's major federal award programs. However, our tests will be less in scope than would be necessary to render an opinion on these controls and, accordingly, no opinion will be expressed in our report.

In accordance with the requirements of GAGAS, we will also issue a written report describing the scope of our testing over internal control over financial reporting and over compliance with laws, regulations, and provisions of grants and contracts, including the results of that testing. However, providing an opinion on internal control and compliance over financial reporting will not be an objective of the audit and, therefore, no such opinion will be expressed.

We will issue a report on compliance that will include an opinion or disclaimer of opinion regarding the District's major federal award programs, and a report on internal controls over compliance that will report any significant deficiencies and material weaknesses identified; however, such report will not express an opinion on internal control.

Management Responsibilities

Our audit will be conducted on the basis that management and, when appropriate, those charged with governance, acknowledge and understand that they have responsibility:

- a. for the preparation and fair presentation of the basic financial statements in accordance with the framework described in Audit Objectives above;
- b. for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of basic financial statements that are free from material misstatement, whether due to error, for fraudulent financial reporting, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements;
- c. to provide us with:
 - i. access to all information of which management is aware that is relevant to the preparation and fair presentation of the basic financial statements, and relevant to federal award programs, such as records, documentation, and other matters;
 - ii. additional information that we may request from management for the purpose of the audit; and
 - iii. unrestricted access to persons within the District from whom we determine it necessary to obtain audit evidence.
- d. for including the auditor's report, and our report on any supplementary information if described above, in any document containing the basic financial statements that indicates that such basic financial statements have been audited by the District's auditor;
- e. for identifying and ensuring that the District complies with the laws and regulations applicable to its activities;
- f. for adjusting the basic financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the current year under audit are immaterial, both individually and in the aggregate, to the basic financial statements as a whole;
- g. for maintaining adequate records, selecting and applying accounting principles, and safeguarding assets;
- h. for identifying all federal awards expended during the period including federal awards and funding increments received prior to December 26, 2014, and those received in accordance with the Uniform Guidance generally received after December 26, 2014;
- i. for preparing the schedule of expenditures of federal awards (including notes and noncash assistance received) in accordance with the Uniform Guidance;
- j. for the design, implementation, and maintenance of internal control over compliance;
- k. for identifying and ensuring that the District complies with laws, regulations, grants, and contracts applicable to its activities and its federal award programs;

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- i. for following up and taking corrective action on reported audit findings from prior periods and preparing a summary schedule of prior audit findings;
- m. for following up and taking corrective action on current year audit findings and preparing a corrective action plan for such findings;
- n. for submitting the reporting package and data collection form to the appropriate parties;
- o. for making the auditor aware of any significant vendor relationships where the vendor is responsible for program compliance;
- p. with regard to the supplementary information referred to above: (a) for the preparation of the supplementary information in accordance with the applicable criteria; (b) to provide us with the appropriate written representations regarding supplementary information; (c) to include our report on the supplementary information in any document that contains the supplementary information and that indicates that we have reported on such supplementary information; and (d) to present the supplementary information with the audited basic financial statements, or if the supplementary information will not be presented with the audited basic financial statements, to make the audited basic financial statements readily available to the intended users of the supplementary information no later than the date of issuance by you of the supplementary information and our report thereon;
- q. informing us of facts that may affect the basic financial statements of which you may become aware during the period from the date of the auditor's report to the date the basic financial statements are issued;
- r. for confirming your understanding of your responsibilities in this letter to us in your management representation letter.

We understand that your employees will prepare all confirmations we request and will locate any documents or support for any other transactions we select for testing.

If we agree herein or otherwise to perform any non-attest services (such as tax services or any other non-attest services), you agree to assume all management responsibilities for those services; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them. The entity has designated Sheryl Davis, CPA, Chief Financial Officer to oversee these services. Such services include:

- i. Prepare the Data Collection Form
- ii. Assistance with GASB 68 – Pensions & GASB 75 – OPEB

GAGAS require that we document an assessment of the skills, knowledge, and experience of management, should we participate in any form of preparation of the basic financial statements and related schedules or disclosures as these actions are deemed a non-audit/non-attest service.

During the course of our engagement, we will request information and explanations from management regarding the District's operations, internal controls, future plans, specific transactions and accounting systems and procedures. At the conclusion of our engagement, we will require, as a precondition to the issuance of our report, that management provide certain representations in a written representation

letter. The District agrees that as a condition of our engagement to perform an audit that management will, to the best of its knowledge and belief, be truthful, accurate and complete in all representations made to us during the course of the audit and in the written representation letter. The procedures we perform in our engagement and the conclusions we reach as a basis for our report will be heavily influenced by the written and oral representations that we receive from management. False or misleading representations could cause us to expend unnecessary efforts in the audit; or, worse, could cause a material error or a fraud to go undetected by our procedures.

Fees and Invoicing

We estimate that the fee for this engagement will be \$62,000. The fee estimate is based on anticipated cooperation from all involved and the assumption that unexpected circumstances will not be encountered during the engagement. This is only an estimate and the fee for these services will be determined by the complexity of the work performed and the tasks required. Assistance with GASB 68 – Pensions and GASB 75 – OPEB will be billed at our standard hourly rates. It is understood that neither our fees nor the payment thereof will be contingent upon the results of this engagement.

Our engagement fees do not include consulting on the adoption of new accounting standards and any future increased duties because of any regulatory body, auditing standard or an unknown or unplanned significant transaction. We will consult with you in the event any of these take place that may affect our fees.

Our engagement fees also do not include time and expenses we may incur related to testimony or production of documents in response to any subpoena related to our engagement in a matter in which we are not a party. Charges for time and expenses we incur responding to such requests (including our out-of-pocket expenses such as attorney's fees) will be billed separately and may be the subject of a new engagement letter.

Our invoices for this engagement will be rendered each month as work progresses. Payment is due in compliance with the Texas Local Government Code.

Ethical Conflict Resolution

In the unlikely event that circumstances occur which we in our sole discretion believe could create a conflict with either the ethical standards of our firm or the ethical standards of our profession in continuing our engagement, we may suspend our services until a satisfactory resolution can be achieved or we may resign from the engagement. We will notify you of such conflict as soon as practicable, and will discuss with you any possible means of resolving them prior to suspending our services.

The hiring of or potential employment discussions with any of our personnel could impair our independence. Accordingly, you agree to inform the engagement partner prior to any such potential employment discussions taking place.

Audit Documentation and Confidentiality

The audit documentation we prepare pertaining to and in support of this engagement is our property and constitutes confidential information. If we are requested to make the audit documentation available to outside parties, except in the case of requests during our peer review (discussed below) or when prohibited by law or direction of law enforcement, any such requests will be discussed with you before we make the documentation available to the requesting parties.

To the Board of Trustees and Management
Waco Independent School District
February 14, 2022

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We may be requested to make certain audit documentation (working papers) available to regulators and other government agencies, pursuant to authority given by law or regulation. You should understand that responding to many such requests is mandatory. In those cases, access to such working papers will be provided under our supervision and we may, upon their request, provide the regulator or agency with copies of all or selected working papers. The requesting party may intend or decide to distribute the copies or information contained therein to others, including other regulators or agencies. You will be billed for additional fees as a result of the aforementioned work.

Our firm, as well as other accounting firms, participates in a peer review program covering our audit and accounting practices. This program requires that once every three years, we subject our system of quality control to an examination by another accounting firm. As part of this process, the firm conducting our peer review will review a sample of our work. It is possible that the work we perform for you may be selected for such a review. If it is, our peer review firm is bound by professional standards to keep all information confidential and we are required to provide the required information.

It is expected that prior to the conclusion of the engagement, sections of the Data Collection Form will be completed by our firm. The sections that we will complete summarize our audit findings by federal grant or contract. Management is responsible to submit the reporting package (defined as including basic financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. The instructions to the Data Collection Form require that the reporting package be an unlocked, unencrypted, text searchable portable document file (PDF) or else it will be rejected by the Federal Audit Clearinghouse. We will be available to assist management in creating the PDF if needed.

We will coordinate with you the electronic submission and certification upon the reporting package completion. If applicable, we will provide copies of our report for you to include with the reporting package if there is a need to submit the package to pass-through entities.

The Data Collection Form and the reporting package must be submitted within the earlier of 30 days after receipt of our reports or nine months after the end of the audit period.

We will retain our audit documentation for a period of at least seven years from the date of our report. You agree that following such period, we may destroy the audit documentation without notice to you.

The parties do not intend this engagement letter to be for the benefit of any third-party. You may inform us of third-parties who will receive a copy of our audit report. Unless you inform us of such third-parties, we are not aware of who you intend to supply our audit report to and we do not anticipate other third-parties' reliance upon our professional services unless expressly stated herein.

During the course of the engagement, we may communicate via fax, email, or other electronic mechanism. Please be aware that communication in those mediums contains a risk of misdirected or intercepted communications.

Dispute Resolution Procedure including Jury Waiver

Any dispute between the parties arising from or relating to this engagement or engagement letter shall, if negotiations and other discussions fail, be first submitted to mediation before resorting to litigation. The parties agree to conduct any mediation in good faith and make reasonable efforts to resolve any dispute by mediation. If the parties are unable to agree upon a mediator, either party may invoke the mediation service of the American Arbitration Association (AAA) in accordance with the provisions of the

To the Board of Trustees and Management
Waco Independent School District
February 14, 2022

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Commercial Mediation Procedures then in effect. The parties agree to conduct the mediation in Dallas, Texas or another mutually agreed upon location, and each party shall bear its own expenses, including attorney's fees and costs, except for the fees of the mediator which shall be borne equally by the parties.

This engagement letter and all disputes between the parties shall be governed by, resolved, and construed in accordance with the laws of the State of Texas, without regard to conflict-of-law principles. Any action arising out of or relating to this engagement or engagement letter shall only be brought in, and each party agrees to submit and consent to the exclusive jurisdiction of, the federal or state courts situated in Tarrant County, Texas.

Each party hereby irrevocably waives any right it may have to trial by jury in any proceeding arising out of or relating to this engagement or this engagement letter.

Whenever possible, this engagement letter shall be interpreted in such a manner as to be effective and valid under applicable laws, regulations, or published interpretation, but if any term of this engagement letter is declared illegal, unenforceable, or unconscionable, that term shall be severed or modified and the remaining terms of the engagement letter shall remain in force. The parties agree that the court should modify any term declared to be illegal, unenforceable, or unconscionable in a manner that will retain the intended term as closely as possible.

If because of a change in status or due to any other reason, any provision in this engagement letter would be prohibited by, or would impair our independence under laws, regulations or published interpretations by governmental bodies, professional organizations or other regulatory agencies, such provision shall, to that extent, be of no further force and effect and this agreement shall consist of the remaining portions.

Miscellaneous

In accordance with the requirements of *Government Auditing Standards*, we have attached a copy of the latest external peer review report of our firm for your consideration and files.

We may at times provide you with documents marked as drafts. You understand that those documents are for your review purposes only. You should not rely upon those documents in any way.

Although the engagement partner responsible for this engagement is a licensed certified public accountant, we inform you that we have nonlicensees who may provide services pertaining to this engagement.

If you intend to publish or otherwise reproduce the financial statements in any document and make reference to our firm or include our report or any portion of it, and that document is assembled differently from any paper or electronic version that we may have assembled and provided to you, you agree to provide us with printers' proofs or masters for our review and approval before printing. You also agree to provide us with a copy of the final reproduced material for our written approval before it is distributed. If, in our professional judgment, the circumstances require, we may withhold our approval.

Unless we provide you with written consent in advance of such use, the audited financial statements and our report are not intended to and should not be provided or otherwise made available for use in connection with the sale of debt or other securities. If, in our professional judgment, the circumstances require, we may withhold our consent.

To the Board of Trustees and Management
Waco Independent School District
February 14, 2022

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This engagement letter sets forth all of the agreed upon terms and conditions of our engagement with respect to the matters covered herein, and supersedes any that may have come before. This engagement letter may not be amended or modified except by further writing signed by all the parties.

We appreciate the opportunity to assist you and look forward to working with you and your team.

Sincerely,

Weaver and Tidwell, L.L.P.

WEAVER AND TIDWELL, L.L.P.
Dallas, Texas

Please sign and return a copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our engagement as described herein, including each party's respective responsibilities. By signing below, the signatory also represents that they have been authorized to execute this agreement.

Waco Independent School District

Management*:

Signature: _____

Title: _____

Date: _____

Governance, (if not required, leave blank)*:

Signature: _____

Title: _____

Date: _____

*Management is required to sign the engagement letter. Governance is only required to sign the engagement letter if required by District policy.



Report on Firm's System of Quality Control

October 16, 2019

To the Partners of Weaver and Tidwell, L.L.P.
and the National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of Weaver and Tidwell, L.L.P. (the firm) applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended May 31, 2019. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under Government Auditing Standards, including compliance audits under the Single Audit Act; audits of employee benefit plans, an audit performed under FDICIA, an audit of a broker-dealer, and examinations of service organizations [SOC 1 and SOC 2 engagements].)

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

What inspires you, inspires us. | eidebailly.com

U.S. Bancorp Center | 800 Nicollet Mall, Ste. 1300 | Minneapolis, MN 55402-7033 | T 612.253.6500 | F 612.253.6600 | EOE

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Weaver and Tidwell, L.L.P. applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended May 31, 2019, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of pass, pass with deficiency(ies) or fail. Weaver and Tidwell, L.L.P. has received a peer review rating of pass.

Eide Bailly LLP

Eide Bailly LLP

Waco Independent School District
Board of Trustee Meeting Agenda Item

Date: February 24, 2022

Contact Person: S. Smith

RE: Purchases in Excess of \$50,000 under Pre-Existing Bid, Purchasing Cooperative, or Allowed Professional Service

=====

Background Information:

In April 2020, the Board approved a change in Board Policy CH (Local) that requires all purchase requests over \$50,000 to be approved by the Board of Trustees prior to being made. These purchases will be made under a pre-existing bid or purchasing cooperative. The following purchase requests have been made as of February 24, 2022:

Pre-Existing Bid:

- Gopher Sports - \$82,018.25- PE Equipment for 19 campuses – Bid# 18-1101 Athletic Supplies

Purchasing Cooperative:

- College Board - \$231,196.23 – PreAP Curriculum and Springboard 6-8 precursor curriculum – Central Texas Purchasing Alliance Cooperative utilizing Ysleta ISD’s RFP #221022 - Academic Resources
- Heart Zones - \$70,981.94 – Wearable heart rate monitors- BuyBoard Bid # 583-19 Athletic, Physical Education, Gymnasium Supplies & Equipment, Heavy Duty Exercise Equipment
- Pathway Communications - \$319,522.80 – Replacement of audio-visual equipment in the cafeterias of fifteen elementary schools – TIPS Cooperative Bid #200904 Audio Visual Equipment, Supplies, and Services
- Schindler Elevator Corporation - \$176,495.00 – Indian Spring Middle School Elevator Modernization Project - E & I Purchasing Cooperative RFP 683319 Elevator, Escalator, and Moving Walkway New Installation, Upgrades, Maintenance and Services
- Virco - \$307,086.56 – Lake Air Montessori Furniture Phase II project – Omnia Partners Cooperative Contract # R-TC-18004 Classroom Furniture
- Lochridge-Priest - \$743,788 – HVAC Replacement Package II (Waco High, GWAMA, Brazos High, Facilities & Maintenance building, and Lake Air Montessori) - BuyBoard Contract 638-21 Trade Services
- Brandt - \$609,299 - HVAC Replacement Package III (Mountainview, South Waco, Parkdale and G.L. Wiley)- BuyBoard Contract 631-20 HVAC Equipment, Supplies, and Installation of HVAC Equipment

Fiscal Implications:

The cost of these goods and services will be charged to the appropriate departmental budget.

Administrative Recommendation(s):

The Administration recommends that the Board of Trustees approve the purchase requests over \$50,000, as presented.

Waco Independent School District
Board of Trustee Meeting Agenda Item

Date: February 24, 2021

Contact Person: S. Smith/G. Barrera

RE: Project Delivery Method for Elevator Modernization at Indian Spring Middle School

=====

Background Information:

The elevator at Indian Spring Middle School needs to be renovated to adequately and safely accommodate the combined student population of G. W. Carver and Indian Spring Middle School.

Prior to construction, a project delivery method must be selected. The Administration would like to proceed in selecting the purchasing cooperative method for the Indian Spring Middle School elevator modernization project.

In order to expedite these renovations and complete the project prior to the 2023 school year, the Facilities Department has already solicited quotes and is recommending Schindler Elevator Corporation for the renovations. Schindler Elevator is awarded on the E & I Purchasing Cooperative through their RFP 683319, "Elevator, Escalator, and Moving Walkway New Installation, Upgrades, Maintenance and Services". The purchase is included on the "Purchases in Excess of \$50,000 Under Pre-Existing Bid, Purchasing Cooperative, or Allowed Professional Service" agenda item for approval.

Fiscal Implications:

N/A

Administrative Recommendation(s):

The Administration recommends that the Board of Trustees approve the project delivery method for the Indian Spring Middle School elevator modernization project, as presented.

Waco Independent School District

Board of Trustee Meeting Agenda Item

Date: February 24, 2022

Contact Person: Sheryl Davis

RE: 2022-2023 Tuition Rate for Prekindergarten Students Ineligible for Free Prekindergarten

=====

Background Information:

Each year Waco ISD sets a tuition rate for ineligible prekindergarten students attending District programs. The Texas Education Code, § 29.1531 provides for the following:

Sec. 29.1531. TUITION-SUPPORTED AND DISTRICT-FINANCED PREKINDERGARTEN.

- (a) A school district may offer on a tuition basis or use district funds to provide:
 - (1) an additional half-day of prekindergarten classes to children eligible for classes under Section 29.153 and are under four years of age; and
 - (2) half-day and full-day prekindergarten classes to children not eligible for classes under Section 29.153.

- (b) A district that offers a prekindergarten program on a tuition basis:
 - (1) may not adopt a tuition rate for the program that is higher than necessary to cover the added costs of providing the program, including any costs associated with collecting, reporting, and analyzing data under Section 29.1532(c); and
 - (2) must submit the proposed tuition rate to the commissioner for approval.

Added by Acts 2001, 77th Leg., ch. 596, Sec. 1, eff. June 11, 2001.

Amended by: Acts 2019, 86th Leg., R. S., Ch. 943 (H. B. 3), Sec. 2.020, eff. June 12, 2019.

The proposed annual tuition rate for the 2022-2023 school year is \$5,457 for ineligible prekindergarten students enrolled in a full-day program. This is an increase of \$38 from the full-day rate of \$5,419 for 2021-2022. The increase is due to the increase in the average salaries for staff positions utilized in the calculation.

The full-day tuition limit set by the Texas Education Agency for the 2021-2022 school year is \$7,463. Limits have not yet been published for the 2022-2023 school year. A request for approval of the rate has been submitted to the Commissioner of Education. Approval is typically proforma if the requested rate is within the allowable limit.

The District must serve all eligible students wishing to participate in the program before accepting any ineligible students.

Fiscal Implications:

The District receives no State revenue for students who do not meet the eligibility guidelines for free prekindergarten. Tuition covers program costs not covered by State funding.

Administrative Recommendation(s):

The Administration recommends that the Board of Trustees approve an annual tuition rate of \$5,457 for the 2022-2023 school year for ineligible full-day prekindergarten students pending approval by the Commissioner of Education, as presented.

Waco Independent School District
Annual Tuition Rate for Ineligible Full Day Prekindergarten Students
For the 2022-2023 School Year

Direct Program Costs per Classroom	
Teacher Cost	\$ 65,201
Instructional Aide	30,837
Supplies and Materials	2,500
Total Direct Program Costs per Classroom	\$ 98,538
Indirect Costs at 2021-2022 Unrestricted Rate of 10.750%	10,593
Total Program Costs per Classroom	\$ 109,131
Annual Tuition Rate for Full-day Ineligible Prekindergarten Student	\$ 5,457
Monthly (9 mos) Tuition Rate for Full-day Ineligible Prekindergarten Student	\$ 606
Prekindergarten Full Day Tuition Limit as Set by the Texas Education Agency	\$ 7,463
Prekindergarten Half Day Tuition Limit as Set by the Texas Education Agency	\$ 3,732

Waco Independent School District

Board of Trustee Meeting Agenda Item

Date: February 24, 2022

Contact Person: Sheryl Davis

RE: Annual Debt Report for the Fiscal Year Ended August 31, 2021

=====

Background Information:

The 84th Legislature passed HB 1378 to increase the transparency of local government debt. Under Local Government Code §140.008, political subdivisions, including school districts, must annually compile their debt obligation data from the preceding fiscal year and either report it to the Texas Comptroller of Public Accounts for posting or, alternatively, post the information on their own websites and establish a link with the Comptroller's website.

The required information must be reported within 180 days of the end of the most recently completed fiscal year. The Waco ISD posted the report to the District's website and submitted the information to the Texas State Comptroller's Office, on February 14, 2022, within the required timeline.

Attached is a copy of the compiled annual debt report for the fiscal year ended August 31, 2021. The report does not include the results of the defeasance transaction of February 15, 2022 nor the sale of Unlimited Tax School Building Bonds, Series 2022, on February 27, 2022.

Fiscal Implications:

None.

Administrative Recommendation(s):

The Administration recommends that the Board of Trustees accepts the Annual Debt Report for the Fiscal Year Ended August 31, 2021, as presented.

Summary of Debt Obligations as of August 31, 2021

	Total	Valorem Taxes	Per Capita ²
Authorized debt obligations ¹	\$ 362,700,000	\$ 353,650,000	\$ 3,112
Principal of all outstanding debt obligations	\$ 133,030,000	\$ 133,030,000	\$ 1,171
Combined principal & interest required to pay outstanding debt obligations on time & in full	\$ 175,049,195	\$ 175,049,195	\$ 1,541

¹ Does not include general obligation bonds authorized in the November 2, 2021 election.

² Per capita is based on a total population of 113,627 as estimated by the U.S. Census Bureau's Poverty Estimates for School Districts, Small Area Income and Poverty Program (SAIPE), posted November 26, 2021.

Status of Waco ISD Bonds Authorized by General Election 1987 Through 2021³

Authorizing Election	Purpose for Which the Debt Obligation was Authorized	Authorization Amount	Issued	Unissued	Total Proceeds Received	Proceeds Spent	Proceeds Unspent
5/27/1987	New construction (South Waco); physical education facilities; and HVAC & other renovations	\$ 27,000,000	\$ 27,000,000	\$ -	\$ 25,794,732	\$ 25,794,732	\$ -
11/4/1997	Two new elementary schools (Brook Avenue & Provident Heights); classroom additions (Alta Vista & Lake Waco); fine arts facility (Waco High); health careers facility (University High); & middle school physical education facilities	\$ 15,000,000	\$ 15,000,000	\$ -	\$ 14,995,516	\$ 14,995,516	\$ -
2/5/2000	New middle school (Cesar Chavez); new elementary school (West Avenue); classroom wing (Dean Highland); library expansions; middle school band facilities; elementary physical education facilities; and HVAC & lighting upgrades	\$ 39,500,000	\$ 39,500,000	\$ -	\$ 20,995,112	\$ 20,995,112	\$ -
5/10/2008	New high school (University High); three new elementary schools (Bell's Hill, Dean Highland, J.H. Hines); secondary science labs, library, & cafeteria additions/renovations; athletic facilities & playground equipment, and miscellaneous systems repairs, replacements, & upgrades including accessibility, fire and safety, electrical, energy management, HVAC, lighting, plumbing & roofing	\$ 172,500,000	\$ 172,500,000	\$ -	\$ 172,500,000	\$ 172,500,000	\$ -
				\$ -			\$ -

³ Does not include refundings or general obligation bonds approved in the November 2, 2021 election.

Current Credit Ratings Given by Nationally Recognized Credit Rating Organization to Debt Obligations

	Assigned ⁴	Underlying
Moody's Investors Service	Aaa	Aa2
Standard & Poor's Rating Services	AAA	AA-

⁴The bonds have been given an assigned rating by virtue of the Guarantee of the Permanent School Fund of the State of Texas

Outstanding Debt by Series as of August 31, 2021

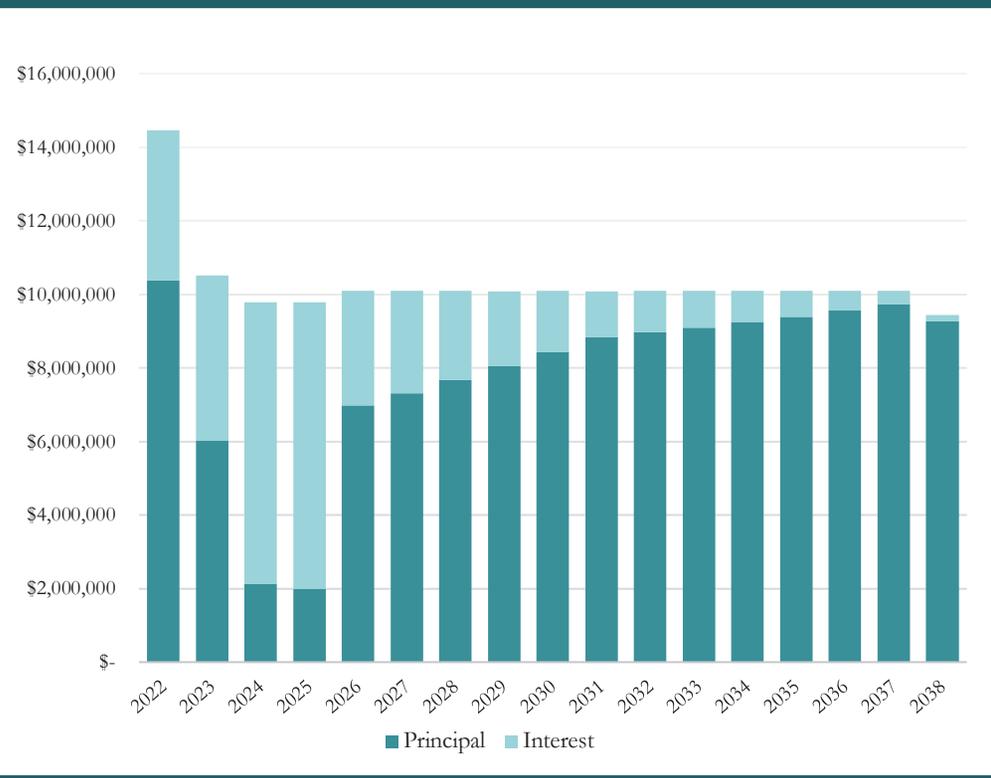
Series	Interest Rate Payable	Original Issue Amount	Maturity Date	Beginning Principal Balance	Additions	Reductions	Ending Principal Balance	Outstanding Debt Per Capita
Unlimited Tax School Building and/or Refunding Bonds secured by ad valorem taxation:								
Series 2014	2.00%-4.00%	8,320,000	2025	8,080,000	-	(8,065,000)	15,000	-
Series 2014 (CAB)	2.70%	150,000	2023	150,000	-	-	150,000	1
Series 2015	2.00%-5.00%	96,730,000	2038	88,165,000	-	(80,825,000)	7,340,000	65
Series 2016	2.00%-5.00%	47,120,000	2038	45,045,000	-	(25,270,000)	19,775,000	174
Series 2021	1.44%-5.00%	96,730,000	2038	-	105,915,000	(990,000)	104,925,000	923
Series 2021 (CAB)	0.45%-0.73%	47,120,000	2025	-	825,000	-	825,000	7
Totals-bonds payable at original par value		#####		\$ 141,440,000	\$ 106,740,000	\$ (115,150,000)	\$ 133,030,000	\$ 1,171

Amount Due in Fiscal Year Ending August 31, 2022

\$ 10,370,000

Combined Principal & Interest Requirements by Year as of August 31, 2021
Unlimited Tax School Building & Refunding Bonds

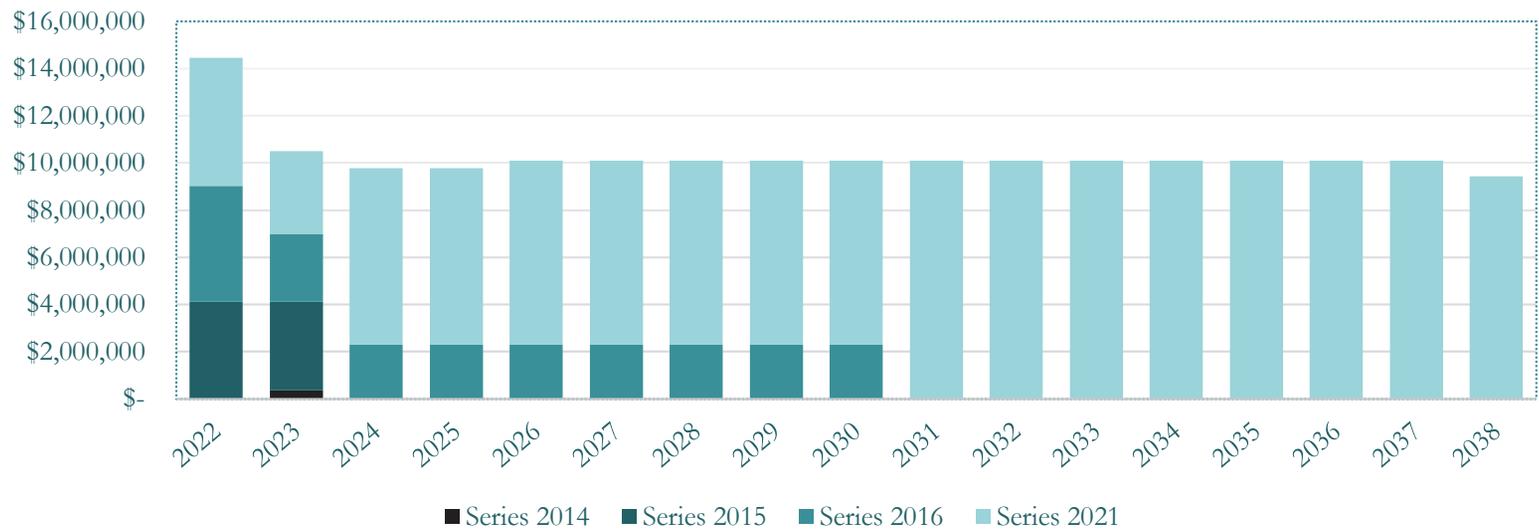
Fiscal Year Ending August 31	Principal Value at Maturity	Interest	Total Requirements Through Maturity	Outstanding Debt Per Capita
2022	\$ 10,370,000	\$ 4,091,517	\$ 14,461,517	\$ 127
2023	6,020,000	4,488,317	10,508,317	92
2024	2,135,000	7,647,567	9,782,567	86
2025	2,000,000	7,788,067	9,788,067	86
2026	6,975,000	3,114,317	10,089,317	89
2027	7,305,000	2,784,217	10,089,217	89
2028	7,670,000	2,418,967	10,088,967	89
2029	8,050,000	2,035,467	10,085,467	89
2030	8,435,000	1,654,317	10,089,317	89
2031	8,830,000	1,254,817	10,084,817	89
2032	8,965,000	1,127,576	10,092,576	89
2033	9,095,000	995,701	10,090,701	89
2034	9,240,000	852,819	10,092,819	89
2035	9,390,000	698,418	10,088,418	89
2036	9,560,000	532,122	10,092,122	89
2037	9,730,000	358,034	10,088,034	89
2038	9,260,000	176,959	9,436,959	83
Total	\$133,030,000	\$ 42,019,196	\$ 175,049,196	\$ 1,541



Does not reflect any impact of general obligation bonds authorized in the November 2, 2021 election.

**Unlimited Tax School Building & Refunding Bonds Combined Principal and Interest Requirements
as of August 31, 2021 by Series**

Fiscal Year Ending	U/L Tax Refunding Bonds				
August 31	Series 2014	Series 2015	Series 2016	Series 2021	Total
2022	\$ 15,450	\$ 4,117,000	\$ 4,911,500	\$ 5,417,567	\$ 14,461,517
2023	365,000	3,769,500	2,852,250	3,521,567	10,508,317
2024	-	-	2,311,000	7,471,567	9,782,567
2025	-	-	2,311,500	7,476,567	9,788,067
2026	-	-	2,312,750	7,776,567	10,089,317
2027	-	-	2,313,150	7,776,067	10,089,217
2028	-	-	2,311,150	7,777,817	10,088,967
2029	-	-	2,309,400	7,776,067	10,085,467
2030	-	-	2,314,000	7,775,317	10,089,317
2031	-	-	-	10,084,817	10,084,817
2032	-	-	-	10,092,576	10,092,576
2033	-	-	-	10,090,701	10,090,701
2034	-	-	-	10,092,819	10,092,819
2035	-	-	-	10,088,418	10,088,418
2036	-	-	-	10,092,122	10,092,122
2037	-	-	-	10,088,034	10,088,034
2038	-	-	-	9,436,959	9,436,959
Total	\$ 380,450	\$ 7,886,500	\$ 23,946,700	\$ 142,835,546	\$ 175,049,196



Does not reflect any impact of general obligation bonds authorized in the November 2, 2021 election.

Waco Independent School District

Board of Trustee Meeting Agenda Item

Date: February 24, 2022

Contact Person: Sheryl Davis

RE: Presentation and discussion of monthly financial reports for the period ended January 31, 2022

=====

Background Information:

Attached are the compiled January monthly financial reports for the following:

- General Fund
- Food Service Fund
- Debt Service Fund
- Internal Services Fund

These interim financial statements have been prepared utilizing data generated from the automated financial system and do not include any information related to other special revenue funds, capital projects funds, or trust and agency funds. Balances included in the report are unaudited and may change as a result of final year end closing entries and audit activities.

Fiscal Implications:

None.

Administrative Recommendations:

The Administration recommends that the Board of Trustees accept the monthly and quarterly financial reports for the period ended January 31, 2022, as presented.



**Waco Independent School
District
Business & Support Services**

Sheryl Davis
Chief Finance Officer

P.O. Box 27, Waco, Texas 76703
Phone: 254-755-9440

February 17, 2022

Board of Trustees
Waco Independent School District
Waco, Texas

The accompanying balance sheets, statements of revenues, expenditures and changes in fund balance, and encumbrances and expenditures by fund, function and object for the month ending January 31, 2022 have been compiled for the General Fund, Food Service Fund, Debt Service Fund, and Internal Services Fund. Final cash reconciliation procedures and financial audit activities may result in additional adjustments to the January financial statements. These preliminary financial reports are prepared utilizing the following assumptions:

- Revenue: Recorded on a cash basis with adjustments to accrual basis to be made at August 31, 2022.
- Expenditure: Totals on the "Statement of Revenues, Expenditures and Changes in Fund Balance" include expenditures occurring during the interim period reported. Balances will be adjusted to accrual basis at August 31, 2022. Outstanding encumbrances are included on the "Encumbrances and Expenditures by Fund, Function and Object" schedule, only.
- Beginning Fund Balance: Represents August 31, 2021 audited ending fund balance.

I have not performed an audit or review of these financial statements. Please do not hesitate to call if you have any questions or need further assistance.

Sheryl Davis
Chief Finance Officer

Comparison of Fiscal Year 2021-2022 Revenues and Expenditures to Previous Fiscal Year as of January 31, 2022

Variations in revenues and expenditures as compared to the previous year are primarily due to the cyclical nature of budgetary receipts and expenditures. The larger variances are explained in this summary.

General Fund

Revenues:

5710 Local Property Taxes – Collections at the end of January increased \$10,091,710 over last year. This large increase is a timing difference between years. In 2021, January 31st (which is the last day for taxpayers to pay their taxes without incurring penalties and interest), fell on a Sunday. Because of that, those last minute collections were not received from the tax office and recorded by the District until February. The financial statements for the period ended January 31, 2021, showed that tax collections were \$7.5 million less than in January 31, 2020. Collections as a percent of budget were 67.53% in that year. As of January 31, 2022, collections as a percent of budget, are 67.60%. So, you can see that, while inconsistent with last year, collections are right on target with typical historical patterns.

5730 Tuition and Fees – Current year revenue reflects an increase of \$57,816 over last year.

5740 Other Local Revenue – Revenues have increased \$954,170 from last year. The increase is due exclusively in an increase in tax collections of \$1.1 million for properties in the Tax Increment Reinvestment Zone. Loss in revenues from investment earnings, facilities rentals, and miscellaneous local revenues make up the remaining amount.

5750 Extracurricular Activities – With the return to a normal events schedule, revenues from extracurricular activities have increased \$171,899 or 148.7% over last year. However, the \$304,798 generated through January is an increase of \$103,327 over revenues generated from pre-COVID activities through January of 2020.

5810 Per Capita and Foundation School Program Revenue – Booked revenue has increased \$3.4 million over last year. Last year's lower revenue reflected near final settlement payments to the Texas Education Agency. No settlement payment was due for the 2020-2021 fiscal period. Enrollment as of the Fall PEIMS submission is down 631 students from that projected in estimating Foundation School Program (FSP) revenue for 2021-2022 as we were expecting a rebound from the 2020-2021 school year. Attendance rates have also been lower. Projections, based on average daily attendance for the first semester, would indicate a loss in revenue of approximately \$8.8 million for the year.

5900 Federal Sources Revenue – Revenue has increase \$5.1 million over last year due to the award of E-Rate Emergency Connectivity Funds. The District's application including funding for 5400 Dell Chromebooks, 3075 Lenovo Chromebooks, 4250 Samsung Chrome Tablets, and 4250 T-Mobile Hotspots.

Functional Expenditures:

Expenditures in the functional categories appear to be consistent with last year's spending pattern with the exceptions shown below.

11 Instruction – The increase of \$7.3 million includes the expenditure of \$5.1 million in E-Rate funds for instructional technology as described above. The remaining \$2.2 million is primarily due to salary increases.

12 Instructional Resources and Media – Expenditures have increased \$96,735 over last year. Most of that increase, \$93,066, is due to the replacement of library furniture for Alta Vista Elementary which sustained water damage during the winter storm. The purchase was covered through insurance proceeds.

31 Guidance, Counseling, and Evaluation Services – The increase of \$158,366 results from several additional counselors added in staffing the campuses for 2021-2022 as well as additional evaluative staff in special education.

33 Health Services – Expenditures have decreased \$66,131 from last year. Last year's expenditures included a significant outlay for supplies to protect employees during the pandemic.

34 Student Transportation – The decrease in expenditures of \$806,277 results from \$725,604 in bus purchases being record in the prior year. No bus purchases have been budgeted for the 2021-2022 fiscal year.

36 Extracurricular Activities – The increase of \$0.6 million results from the addition of a number of new positions, including a coordinator for middle school athletics and strengthening coaches, as well as purchases of supplies and equipment to enhance the middle school program. Due to supply chain issues, many of the purchase orders issued last summer were not received until the beginning of this fiscal year.

52 Security and Monitoring Services – \$60,411 of the decrease in expenditures from last year is in a vehicle purchase. While five vehicles were ordered last summer, due to supply-chain issues, the manufacturer is just now able to process the order. The vehicles are expected to be delivered in the next month.

53 Data Processing Services -- Expenditures have increased \$558,419 over last year. The increase is primarily due to the upgrades to the student and business systems.

81 Facilities Acquisition and Construction – The \$6.0 million in expenditures are related to major construction projects for the replacement of the Paul Tyson Field, the rebuild of Waco High and G. W. Carver Middle schools, and the replacement of the walk-in cooler/freezer units for the District's child nutrition program. Design fees for the Waco High and G.W. Carver Middle schools replacement project will be reimbursed through a combination of bonds issue sometime this fiscal year and insurance proceeds. Expenditures will be transferred to the capital projects fund with the issuance of bonded debt.

95 Juvenile Justice Program – While not back to 2019-2020 levels, participation in the Challenge Academy has begun to normalize, accounting for the increase of \$144,090 over last year.

97 Payments to Tax Increment Fund – Pass-through payments of tax collections for properties located in the Tax Increment Zones have increased \$1.0 million over last year as discussed above.

Food Service Fund

Revenues:

5750 Extracurricular Activities – Revenues generated through adult meals and catering are also beginning to normalize from last year increasing \$161,854. This is a continued improvement over previous months as students and teachers returned to in-person instruction.

5900 Federal Sources Revenue – Federal reimbursements for meals have increased \$2.2 million. This is partially due to the fact that, due to the late start, there was one less week of instruction at the beginning of the 2020-2021 school year. This change also reflects the return of students to in-person instruction. However, revenue increases are partially offset by accompanying increases in expenditures.

Functional Expenditures:

Expenditures in the functional categories appear to be consistent with last year's spending pattern with the exceptions shown below.

35 Food Services – Expenditures have increased \$1.3 million over last year. The increase is due to the purchase of food and non-food supplies as we continue to have a large number of vacancies in the workforce.

Debt Service Fund

Revenues:

5710 Local Property Taxes – Property tax collections at the end of January have increased \$2.1 million in comparison to last year. As in the general fund and opposed to last year, this is a typical collections pattern.

5740 Other Local Revenue – Collections for properties located in Tax Increment Reinvestment Zone have increased \$231,988. The increase is slightly offset by a loss in investment income of \$2,158.

Functional Expenditures:

Expenditures in the functional categories appear to be consistent with last year's spending pattern with the exceptions shown below.

97 Payments to Tax Increment Fund – Payments have increased \$231,988 as discussed above.

Proprietary Fund – Governmental Activities – Internal Service Fund

The District utilizes an Internal Services Fund to account for its fully-insured group health insurance plan as well as its partially self-insured workers' compensation and unemployment coverages. Internal service funds are utilized to account for the financing of goods or services provided by one organizational unit of the school district to other organizational units. It essentially facilitates the allocation of costs to all funding sources.

Operating revenues and operating expenses have been included in a detail designed to provide relevant information. Revenues from District contributions (assessments to other funds) are distinguished from revenues from employee contributions to health insurance. Expenses detail

claims payments, medical and prescription drugs, administrative fees, and stop-loss or excess insurance costs.

As of January 31, 2022, expenditures exceed revenues by \$583,896. The fund's position is \$813,770 lower compared to the same time last year. The loss is primarily attributable to increases in medical and prescription drug claims. The increase in administrative fees is primarily due to a timing difference in the billing of fees related to the workers' compensation program. The following chart reflects net operations for the various programs accounted for in the fund:

Program	Revenues	Expenditures	Net
Group Health Insurance	\$ 5,558,255	\$ 5,862,628	\$ (304,373)
Unemployment Compensation	98,266	24,753	73,513
Workers' Compensation	142,214	199,390	(57,176)
Wellness Programs	0	24,186	(24,186)
Total	\$ 5,798,735	\$ 6,110,957	\$ (312,222)

In reviewing the health plan's performance at the end of December, there were seven large claimants that had exceeded the specific deductible of \$150,000 with another twelve exceeding the \$75,000 "watch level". At this point, the District has currently received or expects to receive \$782,447 in stop-loss reimbursement for the claims.

Unemployment shows an expenditure of \$24,752 for the year. At the end of the quarter ending September 30, 2021, the District's credit of \$23,689, due to Federal CARES Act reimbursements, was utilized in covering the \$48,441 in claims for the third quarter. We have not yet received the billing for the quarter ended December 31, 2021.

While workers' compensation claims expenditures are consistent with last year, the billing of the administrative cost changed this year and is now due at the beginning of the year instead of quarterly. This resulted in an increase of \$14,243 over this time last year.

Reserves for estimated incurred-but-not-reported (IBNR) claims for the fully self-funded health insurance plan totaled \$596,227 for medical claims, an increase of \$44,891 over last year, and \$54,091 for prescription drugs, a decrease of \$7,662, at August 31, 2021. Additionally, reserves for the estimated allocated loss adjustment expense (ALAE) for the partially self-funded workers' compensation plan totaled \$167,712, a decrease of \$22,119. Overall, this is an increase of only \$15,110 in estimates over the prior year. The audited beginning net position at September 1, 2021 is \$3,564,375.

Waco Independent School District
BALANCE SHEET
GENERAL FUND
As of January 31, 2022

ASSETS

Cash and Temporary Investments	\$	86,864,693
Property Taxes Receivable, Net of Allowance of \$1,998,835		1,453,863
Due from Other Governments		2,266,814
Accrued Interest		11,650
Due from Other Funds		7,004,208
Other Receivables		30,939
Inventories		397,919
Total Assets	\$	<u>98,030,086</u>

LIABILITIES

Accounts Payable	\$	1,364,336
Other Current Liabilities		488,718
Payroll Withholdings and Contributions Payable		1,254,389
Accrued Wages Payable		9,625,345
Due to Other Funds		9,413,690
Due to Other Governments		4,458,147
Total Liabilities	\$	<u>26,604,625</u>

DEFERRED INFLOWS OF RESOURCES

Unavailable Revenues - Property Taxes	\$	1,453,863
Total Deferred Inflows of Resources	\$	<u>1,453,863</u>

FUND BALANCES

Nonspendable Fund Balance	\$	397,919
Restricted Fund Balance		1,110,258
Committed Fund Balance		12,890,742
Unassigned Fund Balance		55,572,679
Total Fund Balances	\$	<u>69,971,598</u>
Total Liabilities and Fund Balances	\$	<u>98,030,086</u>

Waco Independent School District
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL
For the Period Ended January 31, 2022

	GENERAL FUND						Difference- Amended Budget to YTD Actual	CY YTD As % of Budget	PY YTD As % of Budget
	Adopted Budget	Amended Budget	(Memo) Monthly		(Memo) Year-to-Date				
			Current 1/31/2022	Prior Year 1/31/2021	Current 1/31/2022	Prior Year 1/31/2021			
REVENUES									
LOCAL SOURCES									
5710 Local Property Taxes	\$ 69,502,581	69,502,581	22,898,751	15,859,728	46,981,596	36,889,886	(22,520,985)	67.60%	57.90%
5720 Services to Other Districts	90,176	90,176	7,747	7,317	34,366	37,392	(55,810)	38.11%	42.88%
5730 Tuition & Fees	85,000	85,000	20,208	5,189	94,938	37,122	9,938	111.69%	38.27%
5740 Other Local Revenue	5,367,596	5,377,596	3,260,234	1,669,334	4,656,179	3,702,009	(721,417)	86.58%	49.40%
5750 Extracurricular Activities	221,000	221,000	25,113	13,237	304,798	132,899	83,798	137.92%	89.19%
5760 Intermediate Source (C.E.D.)	-	-	1,000,004	-	1,000,004	-	1,000,004	0.00%	0.00%
Total Local Sources	\$ 75,266,353	75,276,353	27,212,057	17,554,805	53,071,881	40,799,308	(22,204,472)	70.50%	57.03%
STATE SOURCES									
5810 Per Capita & FSP Act	\$ 78,313,994	78,313,994	182,390	194,247	38,882,014	35,478,958	(39,431,980)	49.65%	44.92%
5820 Other State Program (TEA)	-	-	-	-	-	53,319	-	0.00%	0.00%
5830 Other State Program	7,260,615	7,260,615	556,346	566,374	2,823,885	2,791,064	(4,436,730)	38.89%	41.72%
Total State Sources	\$ 85,574,609	85,574,609	738,736	760,621	41,705,899	38,323,341	(43,868,710)	48.74%	44.59%
FEDERAL SOURCES									
5900 Federal Sources Revenue	3,908,900	9,139,883	94,293	82,850	5,852,008	727,954	(3,287,875)	64.03%	24.98%
Total Revenues	\$ 164,749,862	169,990,845	28,045,086	18,398,276	100,629,788	79,850,603	(69,361,057)	59.20%	49.78%
EXPENDITURES									
11 Instruction	\$ 89,278,274	95,482,833	8,197,195	7,248,359	45,510,339	38,190,033	49,972,494	47.66%	42.10%
12 Instructional Resources & Media	963,609	1,057,346	80,413	70,326	509,186	412,451	548,160	48.16%	36.54%
13 Curriculum & Staff Development	4,526,701	4,635,221	321,100	322,981	1,610,377	1,663,538	3,024,844	34.74%	32.10%
21 Instructional Leadership	3,619,018	3,811,970	290,961	288,642	1,440,981	1,521,944	2,370,989	37.80%	37.15%
23 School Leadership	10,130,698	10,219,931	887,138	804,188	4,218,570	4,086,205	6,001,361	41.28%	41.83%
31 Guidance, Counseling & Evaluation	5,451,254	5,244,462	486,070	425,219	2,296,580	2,138,214	2,947,882	43.79%	43.10%
32 Social Work Services	897,678	951,889	66,337	71,034	320,588	343,892	631,301	33.68%	36.67%
33 Health Services	1,562,518	1,562,518	143,781	131,214	649,013	715,144	913,505	41.54%	41.52%
34 Student Transportation	3,789,590	4,487,668	27,092	89,418	962,924	1,769,201	3,524,744	21.46%	36.70%
35 Food Services	-	131,000	38,290	-	38,290	-	92,710	0.00%	0.00%
36 Extracurricular Activities	5,408,768	5,533,000	387,655	279,849	2,356,300	1,709,434	3,176,700	42.59%	37.75%
41 General Administration	6,838,759	6,992,362	499,847	427,933	2,586,293	2,368,285	4,406,069	36.99%	38.40%
51 Plant Maintenance & Operations	17,091,637	20,096,127	1,099,745	882,312	7,151,182	6,929,537	12,944,945	35.58%	33.24%
52 Security & Monitoring Services	2,652,597	2,862,018	179,005	210,751	1,034,247	1,191,076	1,827,771	36.14%	45.56%
53 Data Processing Services	3,876,226	3,899,958	224,070	135,481	2,208,637	1,650,218	1,691,321	56.63%	55.25%
61 Community Services	528,187	622,976	36,826	50,443	183,246	268,432	439,730	29.41%	43.63%
81 Facilities Acquisition & Construction	40,183	14,783,993	473,611	-	6,161,733	171,804	8,622,260	0.00%	0.00%
93 Shared Services Arrangements	345,000	345,000	-	-	-	-	345,000	0.00%	0.00%
95 Juvenile Justice Program	700,000	700,000	-	-	212,485	68,395	487,515	30.36%	8.88%
97 Payments to Tax Increment Fund	6,533,499	6,533,499	3,201,346	1,630,786	4,417,380	3,397,881	2,116,119	67.61%	38.59%
99 Other Intergovernmental Charges	820,288	820,288	-	-	333,074	316,374	487,214	40.60%	37.92%
Total Expenditures	\$ 165,054,484	190,774,059	16,640,482	13,068,936	84,201,425	68,912,058	106,572,634	44.14%	38.01%
Excess (Deficiency) of Revenues Over (Under) Expenditures	\$ (304,622)	(20,783,214)	11,404,604	5,329,340	16,428,363	10,938,545	37,211,577		
OTHER FINANCING SOURCES (USES)									
7900 Other Sources	-	-	-	56,294	-	68,409	-		
8900 Other Uses	(689,443)	(689,443)	-	-	-	(5,732)	(689,443)		
Total Other Financing Source (Uses)	\$ (689,443)	(689,443)	-	56,294	-	62,677	(689,443)		
Total Changes in Fund Balances	\$ (994,065)	(21,472,657)	11,404,604	5,385,634	16,428,363	11,001,222	37,901,020		
Fund Balances, Beginning	41,078,214	53,543,236			53,543,235	52,680,447	(1)		
Fund Balances, Ending	\$ 40,084,149	32,070,579			69,971,598	63,681,669	37,901,019		

Waco Independent School District
EXPENDITURES AND ENCUMBERED FUNDS BY FUNCTION AND MAJOR OBJECT
GENERAL FUND
For the Period Ended January 31, 2022

							<i>(Memo)</i>	
		Payroll	Purchased & Contracted	Supplies & Materials	Other Operating	Capital Outlay	Total Year-to-Date	Total Year-to-Date
		Costs	Services	Costs	Costs	Costs	1/31/2022	1/31/2021
		6100	6200	6300	6400	6600	6000	6000
11	Instruction	\$ 36,822,396	2,019,939	6,802,485	279,712	30,246	45,954,778	38,607,832
12	Instructional Resources & Media	371,891	34,650	107,000	-	-	513,541	415,566
13	Curriculum & Staff Development	1,357,494	170,799	78,938	93,768	-	1,700,999	1,692,823
21	Instructional Leadership	1,311,353	54,996	70,032	87,859	-	1,524,240	1,864,795
23	School Leadership	4,098,272	23,842	97,832	50,964	-	4,270,910	4,130,179
31	Guidance, Counseling & Evaluation	2,121,296	162,410	18,618	9,519	-	2,311,843	2,148,613
32	Social Work Services	316,910	2,479	1,861	1,527	-	322,777	413,336
33	Health Services	618,960	1,920	51,574	1,172	-	673,626	727,544
34	Student Transportation	-	2,591,270	136,535	1,536	-	2,729,341	3,380,925
35	Food Services	-	-	-	-	38,290	38,290	-
36	Co/Extracurricular Activities	1,435,389	321,238	667,949	443,407	17,089	2,885,072	2,138,392
41	General Administration	1,720,024	697,614	144,471	296,510	-	2,858,619	2,663,198
51	Plant Maintenance & Operations	3,340,692	4,427,091	840,106	773,873	149,589	9,531,351	8,784,653
52	Security & Monitoring Services	769,017	355,622	200,914	3,033	185,845	1,514,431	1,475,748
53	Data Processing Services	677,368	368,563	1,267,290	19,994	18,232	2,351,447	1,806,798
61	Community Services	112,842	126,435	4,437	6,513	-	250,227	394,432
81	Facilities Acquisition & Construction	30,520	-	-	-	14,144,830	14,175,350	9,335,204
93	Shared Services Arrangements	-	-	-	-	-	-	-
95	Juvenile Justice Program	-	-	-	274,412	-	274,412	762,950
97	Payments to Tax Increment Fund	-	-	-	4,417,380	-	4,417,380	3,397,881
99	Other Intergovernmental Charges	-	333,074	-	-	-	333,074	316,374
Total Expenditures & Encumbered Funds		\$ 55,104,424	11,691,942	10,490,042	6,761,179	14,584,121	98,631,708	84,457,243

Waco Independent School District
BALANCE SHEET
CHILD NUTRITION FUND
As of January 31, 2022

ASSETS

Cash and Temporary Investments	\$ 4,135,197
Due from Other Governments	1,354,160
Accrued Interest	716
Due from Other Funds	<u>657,839</u>
Total Assets	<u><u>\$ 6,147,912</u></u>

LIABILITIES

Accounts Payable	\$ 229,659
Accrued Wages Payable	<u>197,185</u>
Total Liabilities	<u><u>\$ 426,844</u></u>

FUND BALANCES

Restricted Fund Balance	<u>\$ 5,721,068</u>
Total Fund Balances	<u><u>\$ 5,721,068</u></u>
Total Liabilities and Fund Balances	<u><u>\$ 6,147,912</u></u>

Waco Independent School District
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL
For the Period Ended January 31, 2022

CHILD NUTRITION FUND

	Adopted Budget	Amended Budget	(Memo)		(Memo)		Difference- Amended Budget to YTD Actual	CY YTD As % of Budget	PY YTD As % of Budget
			Monthly		Year-to-Date				
			Current 1/31/2022	Prior Year 1/31/2021	Current 1/31/2022	Prior Year 1/31/2021			
REVENUES									
LOCAL SOURCES									
5740 Other Local Revenue	\$ 25,000	25,000	393	265	2,388	30,914	(22,612)	9.55%	154.57%
5750 Extracurricular Activities	402,900	402,900	35,869	19,741	224,753	62,899	(178,147)	55.78%	24.94%
Total Local Sources	\$ 427,900	427,900	36,262	20,006	227,141	93,813	(200,759)	53.08%	34.46%
STATE SOURCES									
5820 Other State Program (TEA)	\$ -	-	-	-	-	-	-	0.00%	0.00%
Total State Sources	\$ -	-	-	-	-	-	-	0.00%	0.00%
FEDERAL SOURCES									
5900 Federal Sources Revenue	\$ 9,141,280	9,141,280	1,117,781	614,999	5,377,007	3,140,921	(3,764,273)	58.82%	44.93%
Total Revenues	\$ 9,569,180	9,569,180	1,154,043	635,005	5,604,148	3,234,734	(3,965,032)	58.56%	44.22%
EXPENDITURES									
35 Food Services	\$ 10,968,269	11,319,651	1,075,385	651,696	4,581,571	3,235,449	6,738,080	40.47%	34.33%
Total Expenditures	\$ 10,968,269	11,319,651	1,075,385	651,696	4,581,571	3,235,449	6,738,080	40.47%	34.33%
Excess (Deficiency) of Revenues Over (Under) Expenditures	\$ (1,399,089)	(1,750,471)	78,658	(16,691)	1,022,577	(715)	2,773,048		
OTHER FINANCING SOURCES (USES)									
7900 Other Sources	-	-	-	-	-	5,218	-		
8900 Other Uses	-	-	-	-	-	-	-		
Total Other Financing Sources (Uses)	\$ -	-	-	-	-	5,218	-		
Total Changes in Fund Balances	\$ (1,399,089)	(1,750,471)	78,658	(16,691)	1,022,577	4,503	2,773,048		
Fund Balances, Beginning	2,758,147	4,689,546			4,698,491	3,092,933	8,945		
Fund Balances, Ending	\$ 1,359,058	2,939,075			5,721,068	3,097,436	2,781,993		

Waco Independent School District
BALANCE SHEET
DEBT SERVICE FUND
As of January 31, 2022

ASSETS

Cash and Temporary Investments	\$ 15,917,189
Property Taxes Receivable, Net of Allowance of \$447,960	315,295
Due from Other Funds	<u>307,971</u>
Total Assets	<u><u>\$ 16,540,455</u></u>

LIABILITIES

Due to Other Governments	<u>\$ 971,366</u>
Total Liabilities	<u>\$ 971,366</u>

DEFERRED INFLOWS OF RESOURCES

Unavailable Revenues - Property Taxes	<u>\$ 315,295</u>
Total Deferred Inflows of Resources	<u>\$ 315,295</u>

FUND BALANCES

Restricted Fund Balance	<u>\$ 15,253,794</u>
Total Fund Balances	<u>\$ 15,253,794</u>
Total Liabilities and Fund Balances	<u><u>\$ 16,540,455</u></u>

Waco Independent School District
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL
For the Period Ended January 31, 2022

DEBT SERVICE FUND

	Adopted Budget	Amended Budget	(Memo)		(Memo)		Difference- Amended Budget to YTD Actual	CY YTD As % of Budget	PY YTD As % of Budget
			Monthly		Year-to-Date				
			Current 1/31/2022	Prior Year 1/31/2021	Current 1/31/2022	Prior Year 1/31/2021			
REVENUES									
LOCAL SOURCES									
5710 Local Property Taxes	\$ 14,884,859	14,884,859	4,923,114	3,419,051	10,100,970	7,954,133	(4,783,889)	67.86%	57.13%
5740 Other Local Revenue	1,064,586	1,064,586	689,235	352,767	968,395	738,565	(96,191)	90.96%	49.07%
Total Local Sources	\$ 15,949,445	15,949,445	5,612,349	3,771,818	11,069,365	8,692,698	(4,880,080)	69.40%	56.34%
STATE SOURCES									
5820 Other State Program (TEA)	\$ 307,292	307,292	-	-	286,169	285,550	(21,123)	0.00%	0.00%
Total State Sources	\$ 307,292	307,292	-	-	286,169	285,550	(21,123)	0.00%	0.00%
Total Revenues	\$ 16,256,737	16,256,737	5,612,349	3,771,818	11,355,534	8,978,248	(4,901,203)	69.85%	58.19%
EXPENDITURES									
71 Debt Service	\$ 16,206,517	16,206,517	-	-	3,500	2,550	16,203,017	0.02%	0.02%
97 Payments to Tax Increment Fund	1,070,729	1,070,729	688,275	351,453	964,475	732,487	106,254	90.08%	49.73%
Total Expenditures	\$ 17,277,246	17,277,246	688,275	351,453	967,975	735,037	16,309,271	5.60%	4.86%
Excess (Deficiency) of Revenues Over (Under) Expenditures	\$ (1,020,509)	(1,020,509)	4,924,074	3,420,365	10,387,559	8,243,211	11,408,068		
OTHER FINANCING SOURCES (USES)									
7900 Other Sources	-	-	-	-	-	-	-	-	-
8900 Other Uses	-	-	-	-	-	-	-	-	-
Total Other Financing Source (Uses)	\$ -	-	-	-	-	-	-	-	-
Total Changes in Fund Balances	\$ (1,020,509)	(1,020,509)	4,924,074	3,420,365	10,387,559	8,243,211	11,408,068		
Fund Balances, Beginning	4,816,349	4,866,235			4,866,235	3,990,782	-		
Fund Balances, Ending	\$ 3,795,840	3,845,726			15,253,794	12,233,993	11,408,068		

Waco Independent School District
Statement of Net Position
Proprietary Fund
As of January 31, 2022

	Governmental Activities ----- Internal Service Fund
Assets	
Current assets:	
Due from other funds	\$ 4,102,870
Other receivables	10,914
Prepaid items-health insurance	100,068
Total Assets	\$ 4,213,852
Liabilities	
Current liabilities:	
Accounts payable	\$ 188,757
Other current liabilities	771,720
Health claims payable	1,222
Total current liabilities	\$ 961,699
Total liabilities	\$ 961,699
Net position	
Unrestricted net position	\$ 3,252,153
Total net position	\$ 4,213,852

Waco Independent School District
Statement of Revenues, Expenses, and Changes in Net Position
Budget and Actual
For the Period Ended January 31, 2022

Proprietary Fund
Governmental Activities - Internal Service Fund

	Budget	(Memo)		(Memo)		Difference Budget to Current Year-to-Date	CY YTD As % of Budget	PY YTD As % of Budget
		Monthly		Year-to-Date				
		Current 1/31/2022	Prior Year 1/31/2021	Current 1/31/2022	Prior Year 1/31/2021			
Operating revenues:								
Employee contributions:								
Group health	\$ 3,034,000	\$ 287,450	\$ 253,790	\$ 1,325,450	\$ 1,262,006	\$ (1,708,550)	43.69%	35.25%
Assessments to other funds:								
Group health	9,800,000	962,344	906,370	3,985,400	3,986,832	(5,814,600)	40.67%	43.32%
Unemployment	155,000	19,245	4,540	98,266	22,861	(56,734)	63.40%	42.34%
Workers compensation	230,000	57,819	12,902	142,214	78,188	(87,786)	61.83%	17.03%
Prescription drug rebates	860,000	-	-	247,405	-	(612,595)	28.77%	0.00%
Total operating revenues	<u>\$ 14,079,000</u>	<u>1,326,858</u>	<u>1,177,602</u>	<u>5,798,735</u>	<u>5,349,887</u>	<u>(8,280,265)</u>	<u>41.19%</u>	<u>40.24%</u>
Operating expenses:								
Administrative fees	\$ 1,539,900	103,341	111,345	545,675	672,777	994,225	35.44%	52.49%
Claims expense:								
Medical claims	7,153,600	520,363	644,332	3,345,156	2,422,611	3,808,444	46.76%	35.72%
Prescription drug claims	3,926,200	308,871	441,909	1,424,551	1,397,984	2,501,649	36.28%	43.48%
Unemployment	185,000	-	-	24,753	70,668	160,247	13.38%	80.12%
Workers compensation	265,000	10,107	-	90,185	74,315	174,815	34.03%	24.84%
Stop-loss insurance	1,625,000	122,928	-	656,451	512,144	968,549	40.40%	31.42%
Wellness Program	54,000	4,365	-	24,186	-	29,814	44.79%	0.00%
Total operating expenses	<u>\$ 14,748,700</u>	<u>1,069,975</u>	<u>1,197,586</u>	<u>6,110,957</u>	<u>5,150,499</u>	<u>8,637,743</u>	<u>41.43%</u>	<u>38.74%</u>
Change in net position	\$ (669,700)	<u>256,883</u>	<u>(19,984)</u>	<u>(312,222)</u>	<u>199,388</u>	<u>357,478</u>		
Net position:								
Net position, beginning	\$ 3,564,375			3,564,375	3,935,906	-		
Net position, ending	<u>\$ 2,894,675</u>			<u>\$ 3,252,153</u>	<u>\$ 4,135,294</u>	<u>\$ 357,478</u>		

Waco Independent School District
Statement of Cash Flows
For the Period Ended January 31, 2022

Proprietary Fund

	Governmental Activities Internal Service Fund
Cash flows from operating activities:	
Cash received from employee contributions	\$ 287,450
Cash received from assessments to other funds	767,734
Cash received from prescription drug rebates	-
Cash payments for claims	(839,341)
Cash payments for stop loss premiums	(122,928)
Cash payments for professional and contracted services	(103,341)
Cash payments for wellness program	(4,365)
Net cash provided by operating activities	\$ (14,791)
Net increase in cash and cash equivalents	\$ (14,791)
Cash and cash equivalents at beginning of year	-
Cash and cash equivalents at end of year	\$ (14,791)
Reconciliation of operating income to net cash provided by operating activities:	
Operating loss	\$ 256,883
Effects of increases and decreases in current assets and liabilities:	
Decrease in receivables	584,059
Increase in prepaid items	(71,379)
Decrease in accounts payable	(705,480)
Decrease in claims liability	(78,874)
Net cash provided by operating activities	\$ (14,791)

Waco Independent School District
Board of Trustee Meeting Agenda Item

Date: January 27, 2022

Contact Person: Deena Cornblum

**RE: Dual Enrollment Memorandum of Understanding (MOU)
with Texas State Technical College (TSTC)**

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Background Information:

Board Policy GNC(LEGAL) provides that an agreement between a district and a community college be approved by the board or designee of both the district and the college district. The partnership agreement must address student eligibility requirements, faculty qualifications, location and student composition of classes, provision of student learning and support services, eligible course, grading criteria, transcription of credit, and funding provisions. Waco ISD offers opportunities for students to earn college credit through Texas State Technical College (TSTC) while in high school. These courses are offered on the high school campus through the Greater Waco Advanced Manufacturing Academy (GWAMA).

Attached is the Texas State Technical College Dual Enrollment Memorandum of Understanding.

Fiscal Implications:

TSTC courses are offered at a rate of \$33 per credit hour. Waco ISD paid \$12,355.20 in tuition for the 2020-2021 school year, and as of fall 2021-2022, Waco ISD has paid \$9,009.00 in tuition to TSTC. Invoices for the spring have not been received.

Administrative Recommendation(s):

Approve the attached Dual Enrollment Memorandum of Understanding with Texas State Technical College as presented.

**Texas State Technical College
Dual Enrollment
Memorandum of Understanding**

This Dual Enrollment Memorandum of Understanding (hereinafter referred to as “MOU”) is between **Texas State Technical College**, an institution of higher education and an agency of the state of Texas (which may hereinafter be referred to as the “College” or “TSTC”), the Waco Independent School District (which may hereinafter be referred to as the “District”), and the below listed high school(s) which is/are part of the District (which may hereinafter be referred to as the “High School Partner” or collectively as the “High School Partners”). The College, the District, and the High School Partner(s) may individually be referred to as a “Party” or collectively as “Parties” to this MOU.

High School Partner	High School CEEB Code	Name and Physical Address of Dual Enrollment Instructional Location/Site (Geographical Address where instruction occurs)	ISD Instructional Formats (Online, TSTC Campus, Offsite Credentialed Facility)
Waco High School	447300	2020 N.42nd St. Waco TX 76710	Offsite
		2401 JJ Flewellen Rd Waco, TX 76704	Offsite at GWAMA
University High School	447320		Offsite at GWAMA

The Parties enter into this MOU as authorized by [Texas Administrative Code, Title 19, Part 1, Chapter 4, Subchapter D, Rule § 4.84\(a\)](#), and agree as follows:

OVERVIEW

The College is committed to serving the students and communities of Texas through collaborative work with High School Partner(s). A major initiative promoting technical education and careers is the **Texas State Technical College Dual Enrollment Program**, which includes the provision of the Dual Credit state program to qualified students. Dual Enrollment agreements will be aligned with the strategic priorities of the District and the College. The College will annually review Dual Enrollment Pathways, Level One Certificate and Occupational Skills Award completers, as well as the economic development needs of the State of Texas in order to ensure the partnerships in place are commensurate with all aforementioned strategic goals.

DUAL ENROLLMENT MISSION

In order to prepare students for educational and career success, the purpose and mission of the College's Dual Enrollment program is to provide a comprehensive, structured approach towards a post-secondary credential (Occupational Skills Award, Level One Certificate, Level Two Certificate, or Associate of Applied Science degree) at Texas State Technical College. This model allows students the opportunity to complete Career and Technical Education (CTE) courses with multiple entrance and exit points, or potentially prepares them to test for industry-based certifications. The High School Partner(s) agree(s) to support the College's Dual Enrollment students in completing coursework toward an Occupational Skills Award and/ or a Level 1 Certificate, resulting in the successful completion of a career pathway at high school graduation leading to immediate employability or matriculation to pursue a higher level credential at TSTC.

MOU PURPOSE

The purpose of this MOU is to outline the roles and responsibilities of the College, the District and the High School Partner(s). This MOU is an agreement that encompasses all programs and initiatives under the College's Dual Enrollment program, as required by the Texas Education Agency and the Texas Higher Education Coordinating Board.

KEY COMPONENTS OF THIS MOU

Upon execution of this MOU, the **College** agrees to:

- 1) Provide the High School Partner(s) with a career pathway leading to an industry recognized credential that is reflective of regionally based industry needs.
- 2) Support the High School Partner(s) by way of College recruitment presentations, consultations and informational meetings for all students at High School Partner(s) locations throughout the school year and for the purpose of completing a career pathway that leads to immediate employability or matriculation into the College to pursue a higher level credential , with the intention of helping to place students in high-demand, high-wage jobs.
- 3) Provide pathway alignment of TEA approved Endorsements and Program of Study course TEKS to College course WECM outcomes by way of suggested crosswalks for dual enrollment courses, postsecondary pathways, credentials at the institution, and industry certifications. [Texas Administrative Code, Title 19, Part 1, Chapter 4, Subchapter D, Rule § 4.84 \(c.](#)
- 4) Post a copy of this MOU to the College's website at de.tstc.edu in accordance with [Texas Administrative Code, Title 19, Part 1, Chapter 4, Subchapter D, Rule § 4.84 \(c.10\)](#) and, upon completion of this document, provide a copy for the High School Partner(s) to post to the District's website.

Upon execution of this MOU, the **High School Partner(s)** agree(s) to:

- 1) Work with the Office of Dual Enrollment to identify and complete the Pathway Offering Form, electronically sent after receipt of the signed MOU (Attached hereto as an example, **EXHIBIT A**).
- 2) Adhere to the College's deadlines as outlined below. The College requires the High School Partner(s) to follow all College enrollment procedures and guidelines for dual enrollment students.

**Dates are subject to change*

New Partnership Inquiry Deadline - Letters of Intent	December 17, 2021
Deadline to submit signed 2022-2023 MOU	March 11, 2022
Deadline for new DE Instructor Credentialing (Application/Documentation Submitted to College) Deadline for Off-Site Facilities Approval	April 8, 2022
All Student Applications/Documents Due for Fall 2021	July 1, 2022
First Day of Class	August 29, 2022
Official Census Day	September 13, 2022
Midterm Grades Due	October 21, 2022
Last Day to Drop With a "W"	November 11, 2022
End of Fall Semester	December 9, 2022
First Day of Spring Semester	January 9, 2023
Official Census Day	January 24, 2023
Midterm Grades Due	March 3, 2023
Last Day to Drop With a "W"	March 29, 2023
End of Spring Semester	April 28, 2023

- 3) Welcome the College's Dual Enrollment and Student Recruitment teams to all college and career-related events that occur on the campus(es) of the High School Partner(s).
- 4) Allow the college to provide a minimum of two Student Recruitment presentations (one per semester) to all District high school students, on the high school location of the High School Partner(s).

- 5) Coordinate with the College regarding Dual Enrollment presentations throughout the academic year on a predetermined basis (fall and spring) to include both application and registration drives, in addition to other presentation format options.
- 6) Notify the College of any special Texas Education Agency designation plans, where College would be considered a partner in delivery, a minimum of 30 days prior to application submission, and have the College play an active role in the planning phase required to secure designation.
- 7) Provide the College with sufficient notification to review the College's obligations and obtain necessary approvals for a proposed partnership for all grant applications. **A copy of the proposal and/or a detailed statement of work must be provided to the College, to be vetted through the Office of Dual Enrollment, the Office of the Provost and the Office of Sponsored Programs, a minimum of thirty (30) days before the grant application is due.** The College will provide a written response (approval or disapproval) within two weeks of receipt of the request and the appropriate documentation.
- 8) Post a copy of this MOU to the District's website in accordance with [Texas Administrative Code, Title 19, Part 1, Chapter 4, Subchapter D, Rule § 4.84 \(c.10\)](#)

ACADEMIC POLICIES AND ENROLLMENT PROCEDURES

Academic policies and procedures applicable to regular College courses and students will also apply to dual credit courses. Academic policies can be found in the [TSTC Statewide Operating Standards](#) (SOS) and [TSTC Catalog and Student Handbook](#), which are published and available on the College website at www.tstc.edu. Specifically, students are to abide by the Rules and Regulations set forth in the aforementioned College Catalog and Student Handbook for the current academic year.

METHOD OF DELIVERY AND LOCATION OF CLASS

Courses may be delivered utilizing the method mutually determined by the College and the High School Partner(s), which may include the following:

- 1) Delivery at the High School Partner(s)' campus in a hybrid modality utilizing a certified high school teacher credentialed and employed as a College Dual Enrollment Instructor (DE Instructor) who meets TSTC faculty credential requirements as defined in ***Statewide Operating Standard (SOS) ES 1.11, Faculty Credentials***; or
- 2) Delivery on the College's campus utilizing College Instructors whereby students are integrated into traditional course section offerings; or
- 3) Delivery online utilizing a College Instructor.

Dual enrollment classes taught in a hybrid modality, as defined by the Texas Higher Education Coordinating Board (THECB), [Texas Administrative Code, Title 19, Part 1, Chapter 4, Subchapter P, Rule §4.257](#), is "A course in which the majority (more than 50 percent but less than 85 percent), of the planned instruction occurs when the students and instructor(s) are not in the same place. Hybrid

courses taught by TSTC comprise of the lecture component of the course delivered 100% online and the lab component delivered face-to-face.

Dual enrollment classes not taught on a College campus or during regular class hours may include but are not limited to:

- 1) Distance Education: Distance education courses encompass online and hybrid courses as stated in the College's **Statewide Operating Standard (SOS) ES.2.20, Distance Education**. Dual enrollment students participating in classes delivered online by the College are not required to be at the off-site location to receive instruction. Online courses that are delivered 100% online are accessible at any time or location where a student has a computer and internet access. College courses delivered 100% online must be offered by the College instructor and are not eligible for off-site credentialing; or
- 2) Special technical programs approved to run outside the designated block time; or
- 3) Courses taught at high school, face-to-face.

Please note: Some programs may be offered through non-traditional modalities such as course/credit-based Competency-Based Education (CBE). TSTC refers to CBE programs as Performance-Based Education (PBE).

ELIGIBLE COURSES

Courses offered by the College are developed based on the guidelines published in the Workforce Education Course Manual (WECM) adopted by the Texas Higher Education Coordinating Board (THECB) and must be in the approved course inventory of the College and approved for dual enrollment by the College's applicable instructional department and College Office of Dual Enrollment. Remedial or continuing education courses will not be offered for dual credit. The College does not offer concurrent enrollment to high school students, except where Individual Approval is met, as stated in the College's **Statewide Operating Standard (SOS) ES.4.07. Admission of Students**.

The College's technical dual enrollment pathway courses are designed to result in one of two exit points: 1) for students to matriculate to the College upon high school graduation for program completion, or 2) for students to enter the workforce with the skills needed to obtain an entry level position. The College's courses may also transfer to other institutions.

- a) The number of courses in a dual enrollment technical pathway offered at a High School Partner(s)' off-site location will be monitored and approved on an annual basis by the College's Curriculum Committee. The College must seek approval from SACSCOC to offer 50% or more credits toward an award at an off-site location before the implementation of a Dual Enrollment pathways offered at a high school in compliance with the College's **Statewide Operating Standard (SOS) GA.1.23, Substantive Change. (Substantive Change for SACSCOC Accredited Institutions, Policy Statement)**. Once approved, changes in off-site location(s) name or physical address must be reported to TSTC 60 days prior to implementation.
Please note: Timeline of completion for SACSCOC approval can take up to one year.

- b) High School Partner(s) wishing to add new dual enrollment technical pathways to their existing Pathway Offering form must submit their request in writing to the Office of Dual Enrollment no later than May 1, 2022, for Academic Year 2022-2023 implementation.

FACULTY QUALIFICATION, SELECTION, HIRING, SUPERVISION AND EVALUATION

The College has established an approval process for selecting and/or approving qualified faculty to teach dual enrollment courses. Faculty applying to teach a Dual Enrollment pathway must meet the credential requirements as stated in the College's [Statewide Operating Standard \(SOS\) ES.1.11, Faculty Credentials](#), which includes the criteria used by the College to determine teaching eligibility. Applicants are required to submit all required documents for the hiring process (including a **completed employment application, résumé and copies of transcripts and/or industry certifications**) to the College Department of Student Learning via the Success Factors System. (Note: this will be changing in April of 2022 to Workday).

The College will ensure that College Faculty teaching dual enrollment courses have met acceptable national criminal background checks, including fingerprinting.

Each approved Dual Enrollment Instructor will be supervised by the College's respective Department Chair, or designee, and be evaluated and monitored to ensure quality of instruction and compliance with the College's policies and procedures in accordance with the [College's Faculty Qualifications and Credentialing Manual](#).

In the event of an investigation of a personnel matter, the College and the High School Partner(s) will work collaboratively and in a timely manner share any and all information necessary with TSTC's Human Resource office.

Employment with College is contingent upon the following:

- 1) The College complies with the Immigration Reform and Control Act; all positions are contingent upon proof of eligibility to accept employment in the United States. Documentation of eligibility must be provided within 72 hours of application
- 2) Satisfactory evaluation of references and required criminal background checks.
- 3) Satisfactory results of pre-employment medical exam (drug screen only).
- 4) Continued employment is contingent on the required approval, availability of funding, satisfactory performance assessment, and a continued need for the position in the College department.
- 5) Employees are held responsible for ensuring that **official** transcripts are received by the College no later than his or her 30th day of employment. Failure to do so could result in termination of employment.
- 6) Submission of a completed application, along with required documentation, must be done no later than April 8, 2022 .
- 7) Continued employment is contingent on an executed MOU with the District and High School Partner.

College DE Instructors will receive stipend pay for the semester the course is taught which will be divided and paid out monthly according to the course start and end dates. The 2022-2023 stipend system is as follows:

Dual Enrollment Instructor Stipend per semester	\$750 1-2 courses	\$1,250 3-4 courses	\$1,500 5+ courses
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HIGH SCHOOL PARTNER(S) and DUAL ENROLLMENT INSTRUCTOR EXPECTATIONS:

- a) The DE Instructor will follow current College procedures to ensure students attending/participating in the course are officially listed on the roster by the College’s Census date. Any student not on the roster by the 11th day of class (Census Day) will not be enrolled in the course.
- b) The DE Instructor will report to the designated Statewide Department Chair for the program with which he or she is associated for instructional guidance and support including course delivery expectations, and required credential information.
- c) DE Instructors will submit required reporting documents through the designated Learning Management System and WebAdvisor (such as: submission of midterm and final grades and certification of rosters) in accordance with all timelines and due dates. All new Dual Enrollment Instructors will attend and complete an online Faculty Orientation administered by the Office of Dual Enrollment prior to the first day of class. DE Instructors will attend an annual online training, as required by the College, and submit required credentials (CV and syllabus) accordingly. DE Instructors must comply with HB 2504 and submit the required curriculum vitae (CV) and the course syllabus by the appropriate deadline each semester, by using Workday.

Please note: If Faculty Orientation or other annual online training required by the College is not completed by the Dual Enrollment Instructor prior to the first day of class, the associated pathway will not be offered to the High School Partner(s).

- d) The High School Partner(s) will allow release time from high school duties for DE Instructors to complete faculty training required by the College.
- e) **High School Partner(s) are required to enroll a minimum of 15 College Dual Enrollment students for each offsite course section offered at the High School Partner(s)’ request. Additionally, staffing and facility availability will determine course offerings and section capacity for all modes of delivery.**
- f) In order to ensure instructional needs are met, the High School Partner(s) will notify the College’s Dual Enrollment staff of any DE Instructor personnel changes ninety (90) days prior to the first day of the dual enrollment section. Any sections with changes in High School personnel within ninety days of the first day of class may be subject to cancellation.
- g) In order to ensure instructional needs are met, if any staffing personnel changes occur due to extended leave, the High School Partner(s) are required to notify the Office of Dual Enrollment immediately.

- h) The rigor of college-level course work can often require additional time outside of class in order to meet all course learning objectives and outcomes; therefore, DE Instructors should encourage students to allow a sufficient amount of time to complete out-of-class work assignments.
- i) When issuing grades, DE Instructors are not permitted to alter the earned College letter grade scale, which may differ from the High School Partner(s)' numeric grade scale.
- j) Dual Enrollment students are expected to meet the required minimum number of contact hours per semester in courses offered at the High School Partner(s)' location.

FACILITIES, TEACHING ENVIRONMENT, ENROLLMENT

Facilities

The High School Partner(s) will work with the College to ensure that the High School Partner(s)' facilities meet the expectations and criteria required for college classes, and are appropriate for college-level instruction that include the following:

- 1) High School Partner(s) will ensure that DE Instructors and dual enrollment students have appropriate access to all available instructional resources and essential technology.
- 2) High School Partners will ensure that all required textbooks, materials and additional supplies will be acquired by the ISD or student prior to the first day of class
- 3) High School Partner(s) shall permit access to the College's electronic learning resources when the course is taught at the High School Partner(s) facility; and
- 4) High School Partner(s) offering courses shall meet the laboratory safety standards and have materials/equipment that comply with College program requirements.
- 5) High School Partner(s) will ensure the safety and security of the High School facilities where said dual enrollment classes are held on High School leased or owned property.
- 6) The College will ensure the safety and security of the College's facilities where said dual enrollment classes are held on College leased or owned property.

Please note: Failure to ensure Dual Enrollment Instructors and students have all the required aforementioned resources can impact the College's decision to execute subsequent partnership agreements with the High School Partner(s).

Signature

Teaching Environment

The High School Partner(s) are responsible for designating a classroom and lab space conducive to college-level learning, as required for dual enrollment courses taught face-to-face at the high school.

Enrollment

The High School Partner(s) will designate one High School Contact responsible for:

- 1) guiding students in the selection of one pathway from the list of programs agreed upon between the High School Partner(s) and the College in the Pathway Offering Form. The enrollment in multiple pathways is not permitted; and
- 2) coordinating and tracking submission of all required documents for admissions and registration; and
- 3) submitting of all required documents for admission and registration to the assigned Dual Enrollment Representative by July 1, 2022 ; and
- 4) adhering to all established College deadlines, policies and procedures including but not limited to schedule changes including, additions, drops, and withdrawals; and
- 5) coordinating visits to the closest College campus to tour the facilities
- 6) working in collaboration with the College’s dual enrollment team for all issues regarding dual enrollment, such as admissions, advisement, registration, grading, reporting and program improvements; and
- 7) attending the College’s annual Dual Enrollment Counselor Update; and
- 8) supporting dual enrollment students in communication with their instructors in an effort to encourage self-advocacy and the heightened responsibility as a college student.

High School Partner Contact Name :	Donna McKethan
Email Address:	donna.mckethan@wacoisd.org
Phone Number:	254-261-5628 ext 2011

The College will designate one Dual Enrollment Representative responsible for:

- 1) coordinating and tracking submission of all required documents for admissions and registration from the High School Partner(s); and
- 2) submitting documents from High School Partner(s) for admission and registration to the Office of the Registrar; and
- 3) working with the High School Partner(s)’ designated Dual Enrollment contact to schedule and perform Application and Registration Drives, and pathway offering presentations.

COURSE CURRICULUM, INSTRUCTION, AND GRADING

High School Partner(s) that participate in the Dual Enrollment Program at Texas State Technical College will comply with procedures and guidelines established by the College:

Academic Instructional Calendar

Dual Enrollment classes will follow the College Academic Calendar. Exceptions may be arranged through collaboration between the College and the High School Partner(s). The delivery of courses is subject to change based on curriculum and program updates relative to the modality of instruction. *Note: Closing a mode of delivery option at DE sites approved to offer 50% or more of a program is subject to SACSCOC approval prior to implementation.*

Monitoring Instruction

High School Partner(s) will work with the College so that College personnel will have the opportunity to monitor the quality and rigor of instruction in compliance with the College course syllabus and the standards established by the state of Texas, the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) and the High School Partner(s). The College's Student Learning Department Chair must conduct a faculty evaluation. The evaluation and training shall include, but not be limited to:

- 1) Coordinated check-ins with the Student Learning designee (face-to-face or online);
- 2) A College end-of-semester course and instructor evaluation completed by students sent to their mymail@tstc.edu email account; and
- 3) A mandatory yearly instructor orientation/training session for all DE instructors, offered online during the month of August.

Books and Supplemental Materials

The High School Partner(s), or student(s) if the High School Partner(s) designates, are responsible for obtaining the correct editions of required textbooks, tools, software and/or supplies **before the first day of the college class**. All textbooks and/or supplemental materials, software, computer specifications, applicable insurance coverage, uniforms, associated travel expenses related to program competitions/events (e.g., SkillsUSA), chaperone expenses, etc., will be the responsibility of the High School Partner(s). Textbooks, materials, and supplies are available for purchase through the College bookstore at http://www.tstc.edu/student_life/bookstore.

Each semester, the Office of Dual Enrollment will share the upcoming semester's textbook and additional materials requirements with the High School Partner(s). A list of required materials will be provided by the DE office and posted on the DE website at de.tstc.edu, located under Educator Resources.

Some programs use digital textbooks from a third party platform that is built into the online Learning Management System. The District will receive a separate invoice reflecting the cost of the textbook.

Please note: Failure to ensure students are prepared for class could result in the student's removal from the course and can impact the College's decision to execute subsequent partnership agreements with the High School Partner(s).

Signature _____

Grading Procedures

All DE Instructors will follow the College grading system as stated in the College's [Statewide Operating Standard \(SOS\), ES. 4.06, Grading System](#) as well as the grading criteria in the department-approved syllabus.

- i. A student must earn a grade of C or better in a WECM course to pass.
- ii. Performance-Based Education (PBE) courses require a grade of B or better to pass and enroll in the next course.
- iii. Dual Enrollment students are issued letter grades as pursuant to the College grading

system. Dual Enrollment Representatives cannot provide numerical grades to the High School Partner(s). **If High School Partner(s) require a numerical grade they must directly contact the instructor of record for the course(s).**

College-Level Coursework

The rigor of college-level coursework can often require time outside of class for the students to meet course learning objectives and outcomes.

Student Drops/ Withdraws

Students are responsible for notifying their high school counselor and Dual Enrollment Representative if they are wanting to withdraw from their course(s). Students are required to sign and submit a signed Course Schedule Change form to their counselor and Dual Enrollment Representative by the pre-established due date in order to be formally dropped from their enrolled course(s). Students who drop after the refund period will still incur the dual enrollment tuition fee in accordance with [Statewide Operating Standard \(SOS\) FA 1.09, Refund of Tuition and Fees.](#)

Learning and Library Resources

All dual enrollment students and DE Instructors have access to the College's learning and library resources via the Learning Resource Center (http://tstc.edu/student_life/learningresource). Students will receive regular and timely instruction in the use of the library and other resources.

Student Grievances/Complaints

Procedures for handling student grievances or complaints, as it relates to the college course or customer service, are applicable to all students, including those enrolled in dual credit courses. Dual enrollment students with grievances or complaints shall follow the procedures as stated in the College's [Statewide Operating Standard \(SOS\), ES.3.24, Student Grievances and Complaints,](#) as published in the [College Catalog and Student Handbook.](#)

STUDENT ELIGIBILITY

The College requires High School Partner(s) to follow all College enrollment procedures and guidelines for dual enrollment students. All students must meet dual enrollment admissions and eligibility requirements as outlined by the Texas Higher Education Coordinating Board laws and regulations, the Texas Administrative Code, Title 19, Part 1, Chapter 4, Subchapter D and Subchapter G Rule § 4.85, and as stated in the College's [Statewide Operating Standard ES.4.07, Admission of Students .](#)

Dual Enrollment students will only be enrolled at an entry point that allows for completion of a pathway leading to an Occupational Skills Award and/ or a Level 1 Certificate. Considerations will be evaluated on a case by case basis when special designations in the College & Career Readiness School Models (CCRSM) exist.

The Texas Success Initiative Assessment (TSIA) 2.0 is a program designed to assess students' readiness for postsecondary coursework and provide appropriate interventions, services and instructional activities to prepare students for success in college-level courses. Dual Enrollment students must take the TSIA 2.0 assessment prior to enrolling with the College unless otherwise exempt or waived.

COMPOSITION OF CLASS

Dual Enrollment courses will be composed as defined by the Texas Higher Education Coordinating Board laws and regulations, the [Texas Administrative Code, Title 19, Part 1, Chapter 4, Subchapter D and Subchapter G Rule § 4.85](#).

The High School Partner(s) may not enroll both dual credit and non-dual credit students in the same section, unless the creation of a high school credit-only class is not financially viable for the high school and only under one of the following conditions:

- a) If the course is required for completion under State Board of Education High School graduation requirements, and the school is otherwise unable to offer such a course; or
- b) If the high school credit-only students are College Board Advanced Placement or International Baccalaureate students; or
- c) If the course is a career and technology/college workforce education course and the high school credit-only students are eligible to earn articulated college credits.

CAMPUS ACTIVITY AND TRANSPORTATION

The College assumes no obligation or responsibility for the transportation of students to or from the College's campus or any other training facility. Students that have a free period while on the College's campus will not be monitored. The High School Partner(s) shall hold harmless the College for any death, personal injury, property damage and/or campus disruption caused by High School Partner(s) personnel or students. The College is not responsible for High School Partner(s)' students who leave the College's grounds.

STUDENT RIGHTS AND RESPONSIBILITIES

Dual enrollment students must abide by the Code of Student Conduct outlined in the current College Catalog and Student Handbook. Dual enrollment students will be dismissed for disruptive behavior and referred to their high school principal or designee for disciplinary action on the high school side. Dual Enrollment students attending classes on the College's campus will be treated as college students and are responsible for knowing all rules and regulations of the College. Student conduct violations will be handled through the Code of Student Conduct, [Statewide Operating Standard ES 3.23, Student Rights and Responsibilities](#) .

Enrolled students will be granted access to both WebAdvisor and Learning Management System platforms which includes grades, transcripts, and other College resources.

Prior to the first day of class of their first enrolled semester, all Dual Enrollment students must complete:

- a) The Dual Enrollment New Student Orientation administered by the Office of Dual Enrollment;
- b) Review their Student Online Responsibilities at de.tstc.edu located under Resources;
- c) Set up their TSTC OneID;
- d) Complete the Student Online Learning Orientation (SOLO), when applicable.

Signature Line _____

STUDENT SUPPORT SERVICES

The College and the High School Partner(s) will adhere to Section 504 of the Americans with Disabilities Act Amendments Act (ADAAA). Students in dual enrollment courses will have access to the same or comparable support services that are afforded College students on the main campus. The College is responsible for ensuring timely and efficient access to Student Support Services. Services such as these may require a signed student and/or parent consent form to receive services.

The College will adhere to and comply with current College policies and procedures, and federal, state and local laws, that govern the College for individuals and/or students with disabilities that require accommodations.

The High School Partner(s) agree that in classes for which college credit is awarded, accommodations will need to meet standards under the ADAAA and Section 504, subpart E, and will adhere to the College's current policies and procedures for determining reasonable accommodations and grievances. Service coordination and costs of required accommodations will be afforded through a collaborative effort. Building and information technology access will be the responsibility of the owner/provider of that infrastructure, including access to web-based curriculum materials.

The High School Partner(s) agree that classes in which high school credit is awarded, the ADAAA and Section 504, subpart D, accommodations will be the responsibility of the High School Partner(s). If an accommodation fundamentally alters the course, college credit will not be awarded. Students with disabilities who require accommodations will be required to self-disclose with the College's Access and Learning Accommodations (ALA) Office.

All dual enrollment students have access to supplemental instruction and tutoring services provided by [TSTC's Office of Student Success](#). Dual enrollment students also have access to the [Advocacy and Resource Center](#), which is designed to assist students with non academic barriers, including basic needs, child care, food pantry, lending library and transportation. Students are responsible for contacting the office for services as needed.

It is the responsibility of the dual enrollment students, their parents/legal guardians or sponsoring agents to provide health and accident insurance for the dual enrollment students. Further, High School Partner(s), the dual enrollment students, their parents/legal guardians or sponsoring agents will hold the College harmless and waive any claims, past, current or future, they may have for any death, personal injury, property damage or accidents involving students or visitors while on the College's campus or off-campus instructional site locations.

TRANSCRIPTION OF CREDIT

A college grade shall be transcribed upon completion of the semester for the courses in which they are officially enrolled and will adhere to the current grading policy. The High School Partner(s) agree to evaluate the learning objectives to be achieved by students completing the College's dual enrollment college courses and to transcribe credit on the student's high school transcript accordingly.

ARTICULATED CREDIT

The College does not offer articulated credit as an alternative to dual enrollment to the High

School Partner(s).

FINANCE AND FUNDING

Tuition and Fees

Dual enrollment courses are offered at a reduced tuition waiver and fee rate of \$33.00 per credit hour. Dual enrollment student eligibility and enrollment requirements must be met for the tuition waiver to apply.

Refund Schedule

Refunds will follow [Statewide Operating Standard FA 1.09, Refund of Tuition and Fees](#), unless the fees are specifically designated as non-refundable. Students enrolled in semester credit hour courses who drop a class or withdraw from school prior to the first class day shall receive a 100 percent refund. Students in semester credit hour courses who officially withdraw from school or drop a course after classes begin shall receive their tuition and fees refunded according to the following schedule:

Length of class term in weeks	Last class day of 70% refund	Last class day for 25% refund
2 or less	2	n/a
3	3	4
4	4	5
5	5	6
6	6	7
7	7	9
8	8	10
9	9	11
10	10	12
11	11	14
12	12	15
13	13	16
14	13	17
15	14	19
16 or longer	15	20

Invoicing

The College will invoice the High School Partner(s) for all applicable tuition and fee charges under the sponsorship billing process. Invoicing will start after the refund period ends on the 19th class day.

Student registration for subsequent academic terms will not be completed until payment is received by the College. The High School Partner(s) will designate a Business Accounting Office Contact to work with the College's Student Accounting office regarding invoices.

***Please note:** The Business Accounting Office Contact, listed below, will receive the invoices and be responsible for remitting payment to the College.

Business Accounting Office Contact Name: _____	Irma Contreras
Email Address: _____	irma.contreras@wacoisd.org
Phone Number: _____	254-755-9528

FERPA

The Parties agree to maintain the records for all students by all applicable federal, state and local laws. For the purposes of this MOU, pursuant to the Family Educational Rights and Privacy Act of 1974 (FERPA), the College hereby designates the High School Partner(s) as a school official with legitimate education-related interests in the educational records of the students who participate in the dual enrollment program to the extent that access to the records is required by the High School Partner(s) to carry out the functions of the program. The Parties agree to maintain the confidentiality of the students' educational records in accordance with the provisions of FERPA. The Parties shall not release educational records to any third party without written consent by the affected student.

CYBERSECURITY TRAINING

If District has access to a TSTC computer system or database, District represents and warrants that it will comply with the requirements of Section 2054.5192 of the Texas Government Code relating to cybersecurity training certified by the Department of Information Resources (DIR) and required verification of completion of the training program.

MEMORANDUM OF UNDERSTANDING (MOU)

Any change to the terms of this MOU must be presented in written form and agreed upon by both the College and the High School Partner(s) at least thirty (30) days before any term or provision may be changed.

Force Majeure

Neither Party to this MOU will be liable or responsible to the other for any loss or damage, or for any delays or failure to perform, due to causes beyond its reasonable control including, but not limited to, acts of God, strikes, epidemics, pandemics, war, riots, flood, fire, sabotage, or any other circumstances of like character ("Force Majeure Occurrence"). However, at the sole discretion of the College, the term may be extended in an amount necessary for the College to complete the purposes of this MOU, which delay(s) have been caused by the Force Majeure Occurrence, and during said extension, the High

School Partner shall work diligently in accordance with this MOU to complete the purposes of this MOU.

TEXAS PUBLIC INFORMATION ACT

Notwithstanding any provisions of this MOU to the contrary, the High School Partner(s) understands that the College will comply with the Texas Public Information Act, Gov't Code, Chapter 552 as interpreted by judicial opinions and opinions of the attorney general of the state of Texas. The College will notify High School Partner(s) of receipt of a request for information related to this MOU. High School Partner(s) will cooperate with the College in the production of documents responsive to the request.

High School Partner(s) may request that the College seek an opinion from the attorney general of the state of Texas; however, the College will not honor High School Partner(s)'s request for an opinion if the request is not based upon a reasonable interpretation of the Texas Public Information Act. Additionally, High School Partner(s) will notify the College's Office of General Counsel of any third-party requests for information that was provided by the state of Texas for use in conducting this MOU. This MOU and all data and other information generated or otherwise obtained in the performance of its responsibilities under this MOU may be subject to the Texas Public Information Act. High School Partner(s) is required to make any information created or exchanged with the state pursuant to this MOU, and not otherwise excepted, from disclosure under the Texas Public Information Act, available in a format that is accessible by the public at no additional charge to the state. High School Partner(s) agrees to maintain the confidentiality of information received from the state of Texas during the performance of this MOU, including information which discloses confidential personal information, particularly, but not limited to, Social Security numbers.

COUNTERPARTS

This MOU may be executed in one or more counterparts and may be electronically transmitted. Each counterpart shall be deemed an original and all of which shall constitute one and the same document.

EFFECTIVE DATE AND TERM

The effective date of this MOU is active upon signature of all parties and applies to the **2022-2023 academic year**.

SIGNATURES

The persons signing this MOU represent, each to the other, that they are authorized to sign for and bind their respective institutions.

Texas State Technical College

(Insert Address based on region)

By:

Date:

Amanda Posada
Statewide Executive Director

By:

Date:

(Insert Regional Provosts Name)
TSTC Campus Provost

High School Partner (ISD/Entity)

(Insert Address)

By:

Date:

(Insert Name)
Superintendent
(Insert District Name)

Attachment: Exhibit A is a copy of Texas State Technical College’s Dual Enrollment Pathway Offering Form. **This exhibit serves as an example.** The formal Pathway Offering Form will be sent to the High School Partner(s) upon completion of this Dual Enrollment Memorandum of Understanding.

Waco Independent School District

Board of Trustee Meeting Agenda Item

Date: February 24, 2022

Contact Person: Jerry Allen

**RE: Second Reading of CMD (LOCAL): Equipment and Supplies Management
-Instructional Materials Care and Accounting**

=====

Background Information

Policy CMD (LEGAL) outlines state requirements for the care and accounting of instructional materials. The attached draft of an accompanying local policy gives the Superintendent (or designee) the authority to sell or dispose of instructional materials or technology equipment at fair market value. This policy will be especially helpful with technology devices, allowing for students and staff to purchase or receive older district devices.

Fiscal Implications

Significant revenue is not expected. However, any funds received will be deposited into district general fund accounts.

Administrative Recommendation(s):

Recommend the adoption of the policy as presented.

EQUIPMENT AND SUPPLIES MANAGEMENT
INSTRUCTIONAL MATERIALS CARE AND ACCOUNTING

CMD
(LOCAL)

The Superintendent or designee is authorized to sell or dispose of instructional materials or technological equipment at fair market value. If the materials or equipment have no value, the Superintendent or designee may dispose of the property according to administrative discretion.

Waco Independent School District

Board of Trustee Meeting Agenda Item

Date: February 24, 2022

Contact Person: Dr. Susan Kincannon

RE: Cooper Foundation Trustee Election

=====

Background Information:

Seven individuals serve the community as unpaid trustees of the Cooper Foundation. Their responsibilities require a significant contribution of time and talent. Mr. Dale Fisseler has served as a Cooper Foundation Trustee since 2017. Mr. Fisseler served the City of Waco for several years including serving as City Manager in Waco for over four years. His extensive experience in municipal government has made him an expert on community affairs. He is also an experienced engineer and has managed large capital projects. In addition, he has experience serving on a number of other nonprofit boards and serves our community in a variety of meaningful ways.

Waco ISD is a beneficiary of the philanthropy of the Cooper Foundation, and by virtue of the Foundation's governing instrument, has a role in the selection process of certain Cooper Foundation board members. Under the Foundation's trust instrument, the vote is to be cast by the governing body and communicated to the Cooper Foundation in Writing.

The Cooper Foundation has recommended that Mr. Fisseler serve another five-year term, starting in April 2022.

Fiscal Implications

Not Applicable.

Administrative Recommendation(s):

Approve the Board of Trustee's vote for Mr. Dale Fisseler for Trustee of the Cooper Foundation.

Waco Independent School District

Board of Trustee Meeting Agenda

Date: February 24, 2022

Contact Person: Dr. Josie Gutierrez

RE: Renewal of the Current District of Innovation Plan

=====

Background Information:

HB 1842 was passed during the 84th Texas Legislative Session in 2015 to provide Texas public school districts the option to be designated as a District of Innovation (DOI). The DOI allows traditional independent school districts exemptions from most of the state laws that are not applicable to open enrollment charter schools in Texas. These laws could include: site-based decision making, uniform school start dates, minimum minutes of instruction, class size and student/teacher ratios, 90 percent attendance rules, student discipline provisions, teacher certification/contracts, teacher benefits, and teacher/principal appraisal systems.

The Waco ISD District of Innovation Committee was approved in April of 2016 and worked to develop a plan from May to January 2016. On February 6, 2017, the Quality District Advisory Committee (QDAC) held a public meeting and the Board of Trustees approved the plan on March 16, 2017. A DOI plan can remain in effect up to five years. The current Waco ISD DOI plan is up for renewal at the end of the 2021-2022 school year.

The Waco ISD DOI plan has offered flexibilities that are now part of regular practice in the district, resulting in a need to renew the plan. The Waco ISD DOI plan consists of nine exemptions that include:

- 1) School calendar
- 2) Minutes of instruction and length of the instructional day
- 3) Class size ratio
- 4) Minimum attendance for class credit or final grade
- 5) Absences for college visits
- 6) Teacher instructional assignments
- 7) New teacher probationary contracts
- 8) Student attendance – Truancy Prevention Measures
- 9) Student discipline

The current DOI plan is attached to this document and provides an explanation about each of these exemptions.

In addition, renewal procedures were followed in accordance with the Commissioner’s Rules Concerning Innovation Districts. The procedures that have been completed to date are provided below.

- The current plan has been posted on the Waco ISD website since it was approved in 2017. Since no changes are being recommended, the District meets the 30-day posting requirement for renewal.
- The Quality District Advisory Committee held a public meeting on January 24, 2022, to review the current DOI plan and decide whether to recommend to the Board of Trustees that the plan be amended, rescinded, or renewed. After reviewing the plan, QDAC members had the opportunity to asking clarifying questions and make recommendations to amend the current DOI plan.
- On January 24, 2022, the QDAC voted unanimously to renew the current plan with no amendments.
- In February 2022, prior to the February 24, 2022, Board of Trustees Meeting, the Commissioner of Education was notified of the intent for the Board to vote on the adoption of the current plan as part of its renewal process.

Additional actions that are required for renewal include that:

- The Board of Trustees approve the DOI plan for renewal by an affirmative vote of two-thirds of the membership of the board.
- The District will ensure a copy of the DOI is posted on the District’s website.
- The District will provide TEA with a copy of the current local innovation plan no later than the 15th day after the date on which the Board of Trustees finalizes the renewal.

Fiscal Implications:

None

Administrative Recommendations:

Administration recommends that the Board of Trustees approve the renewal of the current District of Innovation plan.

**WACO INDEPENDENT SCHOOL DISTRICT
DISTRICT OF INNOVATION PLAN**

Approved by the Waco ISD Board of Trustees on March 16, 2017

1. School Calendar

Statutory Citation: Texas Education Code (TEC) Section 25.0811 (First Day of Instruction) and TEC Section 25.0812 (Last Day of School)

WISD will be exempt from the first day of instruction requirements listed in TEC 25.0811 and the last day of instruction requirements listed in TEC 25.0812.

WISD will develop and seek board approval of a localized school calendar which best meets the needs of the Waco Independent School District's students, parents, staff, and community. The WISD calendar development process will be localized with central administration assisting the WISD Quality District Advisory Committee (QDAC) in the development of two or more school year calendars. The calendars will then be submitted to the district staff for a vote and the calendar with the most votes will be presented to the Board of Trustees for their review and consideration for approval. Final calendar approval including when the WISD school year starts and ends will be made by the locally elected WISD Board of Trustees.

Exemption Explanation

- Provides flexibility to customize the WISD school calendar and change the TEC mandated first and last days of the school year if needed.
- DISTRICT GOAL: Number of required teaching days and student minutes per day do not change.
- EXAMPLE: If WISD teachers requested beginning the school year two days earlier so faculty could have day at the end of each six weeks to enter grades/parent conferences/work days, the calendar could be adapted.
- Administration and QDAC would develop multiple district calendars, and District Staff would vote on one to submit to the Board of Trustees for approval.

2. Minutes of Instruction and Length of the Instructional Day

Statutory Citation: TEC Sec. 25.081 (Operation of Schools – 75,600 Minutes of instruction) TEC 25.0811 (First day of instruction), TEC 25.083 (School day interruptions), and TEC 25.082 (Length of the Instructional Day)

WISD will meet or exceed the 75,600 minutes of instruction (including intermissions and recesses) as required in TEC Sec. 25.081. In addition, WISD will continue to meet or exceed the Texas Education

Agency Student Attendance Accounting Handbook Subsection 5.5 CTE (Contact-Hour) attendance codes V1, V2, V3, V4, V5, or V6.

WISD will be exempt from the requirement that an instructional day must be at least 420 minutes / seven hours a day in length. TEC Sec. 25.081 (e) requires at least 420 minutes of instruction and TEC Sec. 25.082 (a) requires seven hours a day including intermissions and recesses. Additionally, the district will be exempt from the requirements regarding the first day of school (TEC 25.081) and school day interruptions (TEC 25.083).

The exemption will provide local campuses greater flexibility with student scheduling. WISD will be able to customize student schedules as needed in order to best meet the needs of students while ensuring that the 75,600 minutes of instruction are completed.

Exemption Explanation

- Provides flexibility from the mandated 7-hour minimum instructional day.
- DISTRICT GOAL: Not an attempt to lengthen or shorten days.
- EXAMPLE: Allows WISD to let half days count as long as TEC total minutes of instruction (75,600) is met for the year.
- Conference Periods and Duty Free Lunch: Teachers will continue to have at least 450 minutes of planning time within each two-week period in increments of not less than 45 minutes within the instructional day (TEC Sec. 21.04). Teachers will continue to have duty free lunch (TEC Sec. 21.405)

3. Class Size Ratio

Statutory Citation: TEC Sec. 25.112 (Class Size Ratio) and TEC 25.111 Student/Teacher ratios,

WISD will continue to meet the TEC 25.112 required 22 to 1 class size ratio for Kindergarten through fourth grades during the first six weeks (30 instructional days) of the school year. WISD will be exempt from requirements of TEC 25.112 and TEC 25.111 after the first six weeks of instruction. WISD central administrators will work with the campus principal and the teacher(s) to determine if a class exceeding 22 to 1 should be divided or allowed to exceed the TEC limit. The exemption would allow WISD flexibility and not require the district to seek class size waivers from the Texas Education Agency. WISD will continue to utilize locally developed class size staffing guidelines for kindergarten through grade four classes. Parental notification as required in TEC 15.113 will continue to be provided by WISD.

Exemption Explanation

- ***APPLICABLE ONLY AFTER THE FIRST SIX WEEKS*** of classes, WISD would like the flexibility in K through 4th grades to increase class sizes from 22 to 1. WISD staffing guidelines for classes which exceed 22 to 1 will continue to be followed. The district will continue to work diligently to

keep class sizes at 22 to 1 and a teacher may be added at any time during the school year if the Superintendent determines it to be in the best interest of the students.

- Students could **ONLY** be added with the approval of **BOTH** the principal and the teacher whose class has exceeded the 22 to 1 ratio.
- The WISD Board will receive during their monthly open meeting a report listing any K through 4th grade classes which have exceeded the 22 to 1 ratio.
- Parents with students in a class which exceeds the 22-1 ratio will continue to be notified in writing by the campus
- DISTRICT GOAL: This is NOT an increase in class size across the board.
- EXAMPLE: In the 5th six-week period, a new student moves into a campus that has four 4th grade teachers and 22 students in each class. Current TEC guidelines and administrative requirements would require one of the classes be split into two smaller classes, or a waiver be requested.

4. Minimum Attendance for Class Credit or Final Grade

Statutory Citation: TEC Sec. 25.092 and Sec. 28.023 (Student Attendance)

WISD will be exempt from the restriction that seat time (90 percent attendance) must be met in order for a student to receive class credit or a final grade as required in TEC Sec. 25.092 and 28.023. In order to be eligible to meet the exemption, a student must maintain a grade of 80 or greater in the course. The teacher of record and campus principal must approve an individual student's exemption from the TEC Sec. 25.092 attendance requirements. The exemption will also allow the district to not penalize students who miss class due to approved school activities.

It is noted that WISD's exemption is not a substantive exemption from compulsory attendance or UIL rules. In addition, teachers will continue to fully assign or determine grades in accordance with TEC Sec. 28.0214 and 28.0216.

Exemption Explanation

- Currently all students are limited in the number of days they may miss for school related activities.
- The student's teacher and principal must both approve the exemption in advance of the student missing class. Class work missed by the student will have to be made up and all grades for the course will be determined by the student's teacher.
- DISTRICT GOAL: Provide opportunities for WISD students with a class grade average of 80 or greater to pursue multiple academic and extra-curricular pursuits.
- Example: A student with a minimum class grade of 80 may wish to participate in Academic Decathlon, Mock Trial, and softball which may result in school related absences greater than the 90 percent law. The student's teacher(s) and principal must provide approval for a student to utilize the exemption.

5. Absences for College University Visits

Statutory Citation: TEC Sec. 25.087 b-2 (1) (2) and TAC 129.21 (j) (Excused Absences Higher Education Visits)

WISD will be exempt from the higher education student two-day excused absence limit listed in TEC Sec. 25.087 b-2 (1) (2) and 19 TAC 129.21 (J).

WISD will establish the number of days that a student may receive an excused absence while visiting an institution of higher education. The current limit of two days does not allow time for a student to travel to an out-of-state or some in-state institutions. WISD high school principals, counselors, and central staff will propose a policy change to the Board for their consideration for approval. (Board Policy FEA local)

Exemption Explanation

- Currently students are allowed to miss only two days for college visits, limiting how many campuses they can see and where.
- DISTRICT GOAL: Allow more than two, but only with administrator approval, and the Board of Trustees would have to approve a policy change.

6. Teacher Instructional Assignment(s)

Statutory Citation: TEC Sec. 21.003, Sec. 21.044, and Texas Administrative Code (TAC) Title 19, Part 7, Chapter 231 (Requirements for Public School Personnel Assignments) Subchapters A (Criteria for Assignments of Public School Personnel), B (Pre-Kindergarten - Grade 6 Assignments), C (Grades 6-8 Assignments), D (Electives, Disciplinary Courses, Local Credit Courses, and Innovative Courses, Grades 6-12 Assignments), E (Grade 9-12 Assignments), and F Special Education-Related Services Personnel Assignments), and G (Paraprofessional Personnel, Administrators, and Other Instructional and Professional Support Assignments).

WISD will continue to employ and have State Board for Educator Certification (SBEC) certified teaching staff. In the case that an appropriately certified teacher cannot be found, the district will be exempt from the requirements of TEC Sec. 21.003, Sec. 21.044 and 19 TAC Chapter 231 Subchapters A, B, C, D, E, F, and G which limit WISD's ability to assign staff to meet local needs. Except in CTE Classes, if the teacher remains in the position for more than one school year, the teacher will be required to obtain the appropriate certification. WISD teachers will have the option of applying to WISD and/or their campus principal to teach certain courses in which they may have college hours and expertise. Examples of some of the exemptions include:

- Allow a teacher certified to teach through grade 6 to teach courses in grades seven and/or eight Subchapters B and C

- Allow a teacher certified to teach elementary reading be the reading teacher of record for middle and/or high school students. Subchapters B, C, and E
- Allow a teacher certified in middle school or high school mathematics to teach elementary grades such as fourth and or fifth. Subchapters B, C, and E
- Allow a teacher to teach one or two classes out of field in an area or areas that the teacher has college course work and expertise. Subchapters A, B, C, D, E, F, and G
- Allow for greater flexibility in determining appropriate CTE experience in order to teach a CTE course. Subchapters C, D, and E

WISD will continue to provide parent notification when their student has a teacher providing instruction under the exemption as required by TEC 21.057.

Exemption Explanation

- DISTRICT GOAL: WISD wants latitude in providing opportunities for teachers certified in certain subjects and grade levels to be able to teach in more areas, specifically including:
 - Elementary reading specialists to teach reading on secondary campuses;
 - 6th grade middle school teachers in 7th and 8th grade classes;
 - Middle and High School math teachers in elementary schools;
 - Teachers filling gaps in one or two classes outside their certification at the High School level;
 - Technical instructors at the High School level.
- WISD teachers will have the opportunity to apply within the district or on their own campus to teach certain courses in which they have college hours and expertise.
- Parents with students in a class which has a teacher utilizing the exemption will be notified in writing by the campus

7. New Teacher Probationary Contracts

Statutory Citation: TEC Sec. 21.102 (Probationary Contracts)

WISD will be exempt from the TEC Sec. 21.102 (b) and (c) beginning in January 2017. WISD will extend the maximum number of years that a teacher may be extended a probationary contract to:

- For a first year teacher with zero years of experience the district may extend the one-year probationary contract for a maximum period of five years. (Changes to up to five one-year probationary contracts from the current statute which allows for a maximum of three years.)

- For an experienced teacher who is new to WISD the district may extend the one-year probationary contract for a maximum period of three years. (Changes to up to three one-year probationary contracts from the current statute which allows for a maximum of one year.)

The WISD exemption will allow the district greater flexibility to determine if a new teacher will be effective in the classroom. A teacher may be offered a term contract or employment not extended (terminated) earlier with administrative recommendation and board approval. The exemption is for teachers hired beginning January 1, 2017 and does not apply to staff members hired before this date.

Exemption Explanation

- Waco ISD would like to extend probationary contracts for first-year teachers **up to** five years and for experienced new teachers **up to** three years and base the term length on performance.
- DISTRICT GOAL: With the challenges our District faces, this allows those teachers more time to develop professionally before a long-term decision on their employment is made.

8. Student Attendance – Truancy Prevention Measures (TPM)

Statutory Citation: TEC Sec. 25.085, Sec. 25.094, and Texas Education Agency Student Attendance Accounting Handbook 3.6.2 Time of Day for Attendance Taking (Truancy, TPM Truancy Prevention Measures, and General Attendance – Taking Rules)

Waco ISD will allow each campus site-based committee to determine the appropriate official attendance time/period for their campus. Each campus site-based committee will review attendance data and make an attendance time/period recommendation to the administration for WISD Board approvable. WISD will be exempt for the Texas Education Agency Student Attendance Accounting Handbook Sec. 3.6.2 Time of Day for Attendance Taking in order to meet requirements under TEC Sec. 25.0915 Truancy Prevention Measures (TPM). WISD will utilize Texas Education Agency Student Attendance Accounting Handbook Subjection 3.6.2.2 along with 19 TAC 129.21(h)*3) and 19 TAC 129.21 (h). For student attendance funding eligibility the district will utilize Texas Education Agency Student Attendance Accounting Handbook Subject 3.2.2 referred as the “2-though-4-hour rule”.

Waco ISD’s at-risk students are often in school, but may be late and tardy to class. Several factors may account for their being tardy to school, which include but are not limited to:

- Assisting their younger siblings to get ready for school.
- Walking their siblings to their school and then walking to their campus.
- Limited options for private transportation to school if they missed the school bus.
- Homeless or living in different locations during the week.

Many times the students are listed as absent due to their missing the WISD designated attendance period. The absences accumulate and may place the student in jeopardy of failing and/or truancy. In order to meet the local needs of WISD at-risk students the district will develop guidelines for the

minimum number of minutes a student must be in attendance during the day to be counted for attendance. The official Average Daily Attendance (ADA) time/period will be determined by each campus site-based committee and WISD Board approval. The attendance exemption will provide one TPM measure to assist the district's students.

Exemption Explanation

- WISD is asking to be exempt from documenting attendance across the District only at 9:30 a.m., and instead allow campus site-based committees to determine the appropriate attendance time/period.
- DISTRICT GOAL: Currently a student who arrived for class at 9:45 a.m. and stayed the rest of the day would be counted absent. With this proposed exemption, the student would be credited for attending school that day provided they were in attendance for at least 4 hours.
- Campuses would still have their own guidelines for tardiness.

9. Student Discipline

Statutory Citation: TEC Sec. 37.0012 Currently Senate Bill 107 requires the designation of a campus behavior coordinator on each campus. This designee is responsible for maintaining student discipline and the implementation of Chapter 37, Subchapter A.

Waco ISD will be exempt from TEC Sec. 37.0012 related to the designation of a (singular) campus behavior coordinator for each campus. WISD utilizes a multi-administrator team process for student discipline which includes the campus principal and assistant principal(s). WISD will designate all campus administrative personnel assigned to a campus as the behavior coordinator for their campus.

Exemption Explanation

- WISD is asking for an exemption from the TEC guidelines that require one person to sign all discipline paperwork on a campus.
- WISD will continue to follow Texas Education Code Chapter 37 for student discipline procedures including a teacher's right to remove a student from class (TEC Sec. 37.002)
- DISTRICT GOAL: Allows administrators to be part of a discipline team, and the responsibility for paperwork would depend on the administrator's assigned grade level and their relationship with the student and family.

DISTRICT OF INNOVATION SUMMARY

Exemptions are **NOT** locked in for five years. They can be evaluated each year and changes made with QDAC and Board approval.

Waco Independent School District

Board of Trustee Meeting Agenda Item

Date: February 24, 2022

Contact Person: Deena Cornblum

RE: Staff Development Waiver for 2021-2022

=====

Background Information

Districts that provide operational and instructional minutes may apply for a Staff Development Minutes Waiver that allows for a maximum of 2,100 total waiver minutes to use for professional development. Districts may choose to offer early release, late start, all day staff development, or a combination. The minutes must be used for staff development in place of student instruction and only during the school year. Additionally, districts are required to provide to students 75,600 minutes of instruction each year.

The Waco ISD instructional calendar for 2021-2022 reflects the following dates for staff development:

Dates	Type	Minutes
October 1, 2021	Full-Day	450
November 19, 2021	Half-Day	180
January 3, 2022	Half-Day	450
February 11, 2022	Full-Day	450
		Total Minutes: 1,530

The Board is being asked to approve 1,530 minutes for staff development to take the place of student instruction.

Fiscal Implications

None

Administrative Recommendation(s):

Approve the submission of the Staff Development Minutes Waiver as presented and grant the superintendent authority to approve and submit all necessary waiver requests to the Texas Education Agency.

Waco Independent School District

Board of Trustee Meeting Agenda Item

Date: February 24, 2022

Contact Person: Dr. Susan Kincannon

RE: Attendance Report

=====

Background Information

The attached report shows student attendance rates from January 4, 2022, through February 17, 2022. This report comes from the 5Lab program, which allows district administrators to access data points from the district's student information management system.

During the month of January 2022, the district experienced large fluctuations in student attendance rates due to the Omicron variant. At the lowest point in this grading period, attendance fell to 77.78%. However, a recent decline in positive COVID-19 cases has resulted in higher attendance rates. Still well below pre-pandemic attendance rates, attendance is now reaching 90%.

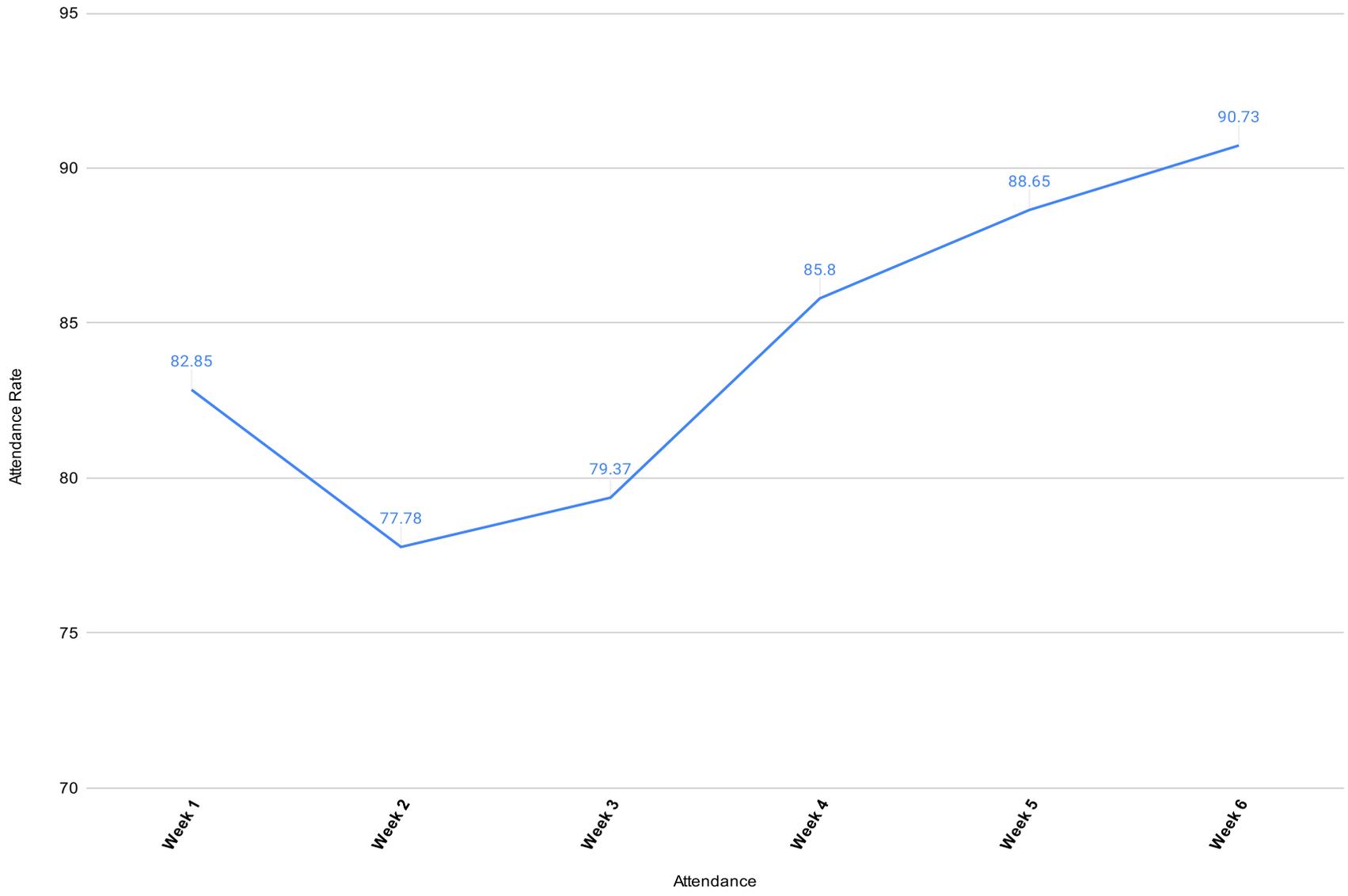
Fiscal Implications

State funding is based on the district's Average Daily Attendance (ADA).

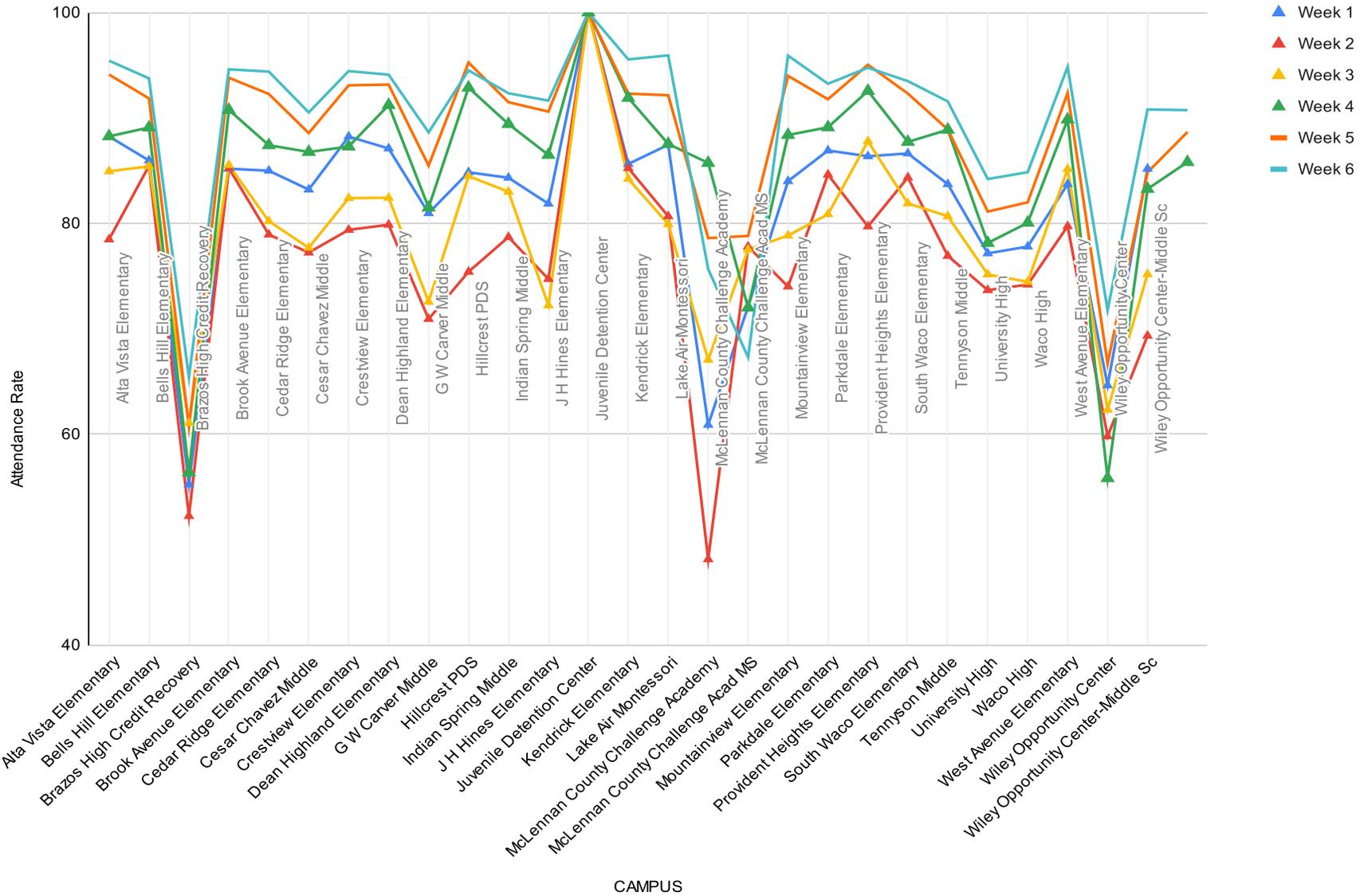
Administrative Recommendation(s):

Report Only.

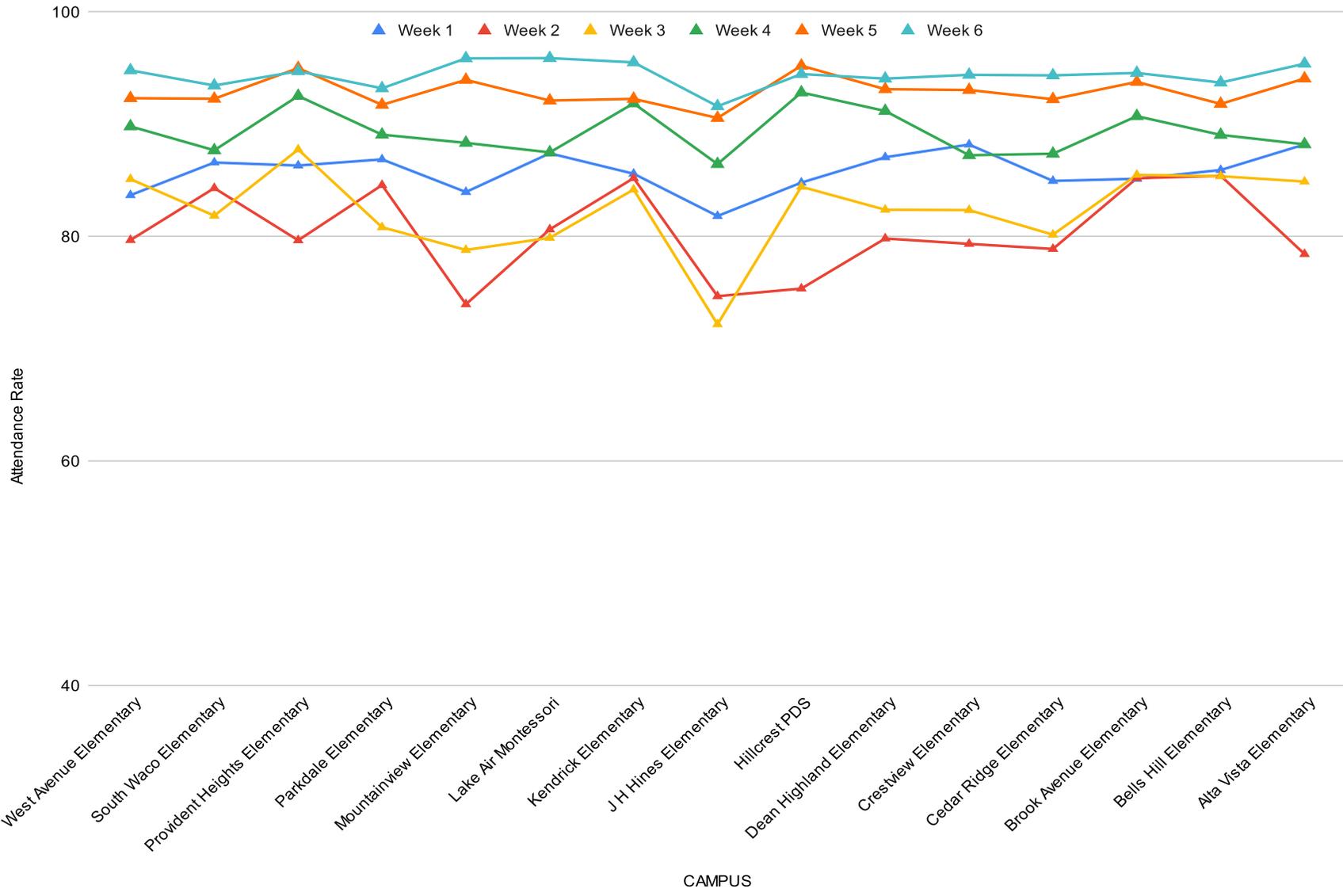
Waco ISD District Attendance 4th 6 Weeks



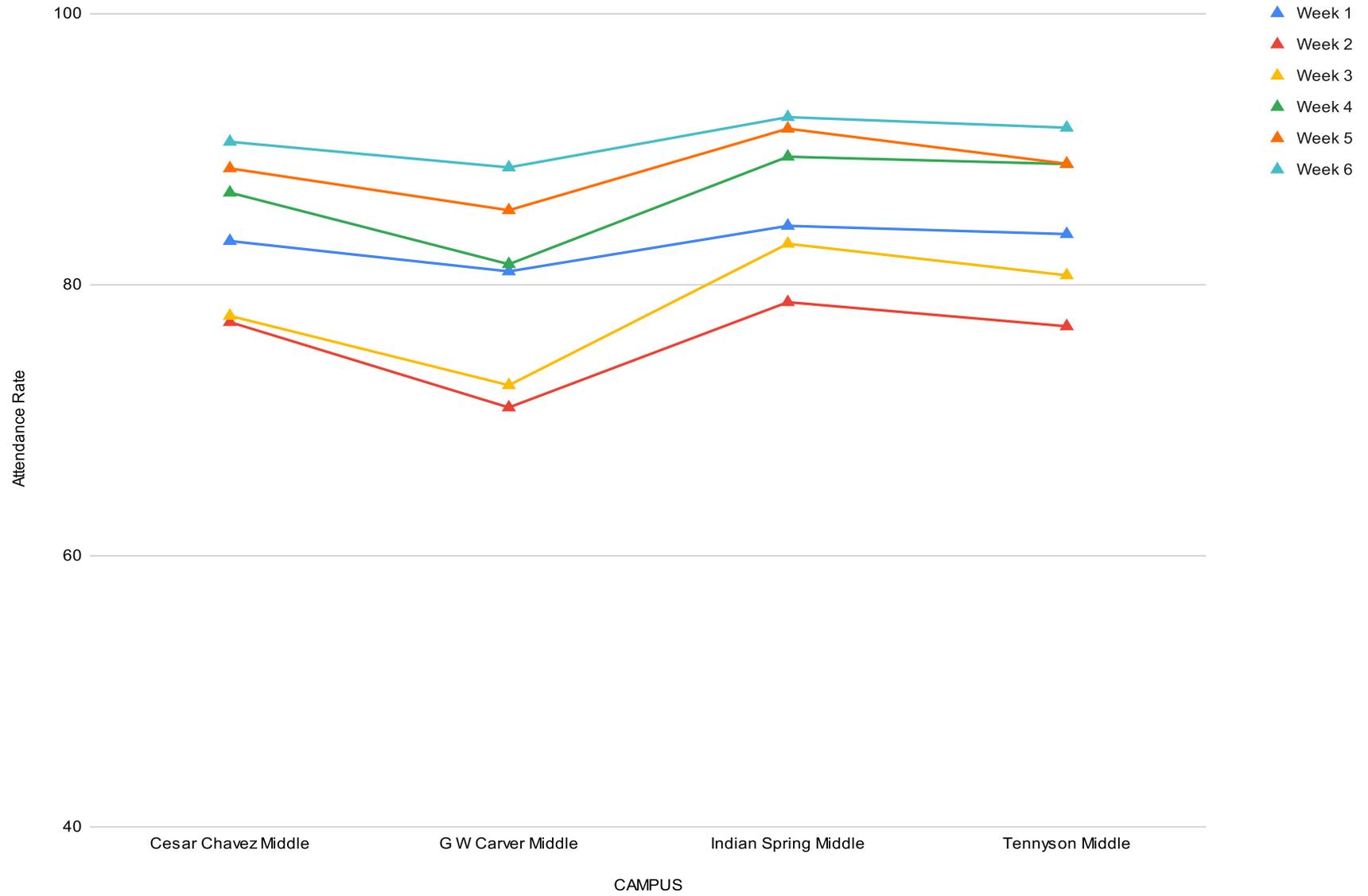
Campus Weekly Attendance



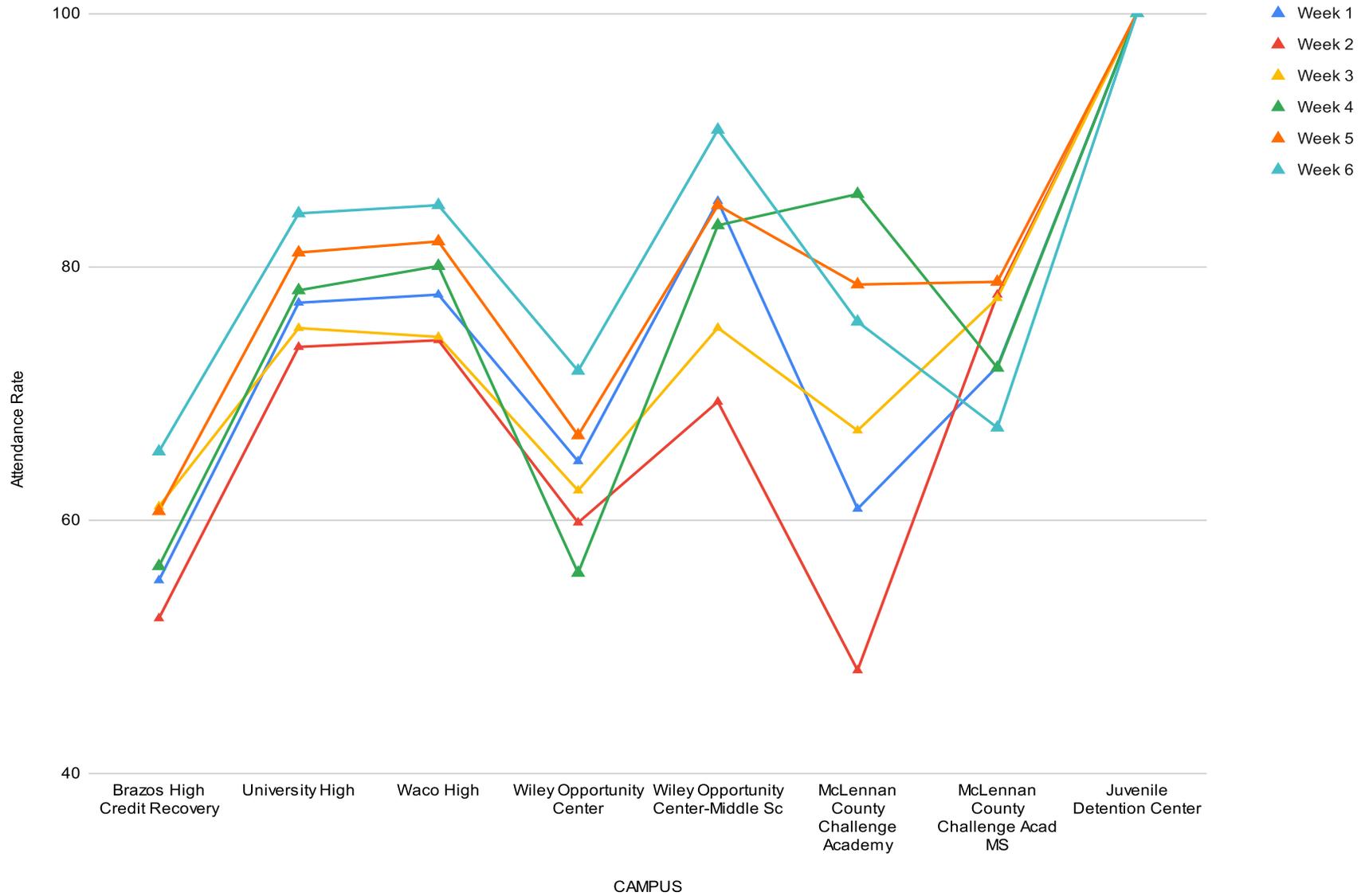
Elementary Attendance



Middle School Attendance



High School Attendance



Waco Independent School District

Board of Trustee Meeting Agenda Item

Date: February 24, 2022

Contact Person: Sheryl Davis

RE: Review and Discuss the Sale of Unlimited Tax Building Bonds, Series 2022, and the Defeasance of a Portion of the Unlimited Tax Refunding Bonds, Series 2016

=====

Background Information:

The Waco Independent School District is issuing \$200,000,000 in Unlimited Tax Building Bonds, Series 2022, as approved by the voters on November 2, 2021. The sale of those bonds occurred on Thursday, February 17, 2022.

The District also defeased \$1,500,000 of Unlimited Tax Refunding Bonds, Series 2016, based on an order adopted by the Board of Trustees on August 26, 2021 which delegated to certain District officials the authority to enter into and execute an escrow agreement with the Bank of New York Mellon Trust Company, N. A., Dallas, Texas. The escrow agreement provides for the payment of the defeased bonds and was executed on February 15, 2022.

Fiscal Implications:

The Unlimited Tax Building Bonds, Series 2022, will fund a portion of the projects approved by the voters in the November 2, 2021 election. \$155,000,000 remains of authorized but unissued debt. Excess tax collections from the fiscal year ended August 31, 2021 were utilized to defease \$1,500,000 of the Unlimited Tax Refunding Bonds, Series 2016.

Administrative Recommendation(s):

The District's Financial Advisor, Robert "Dusty" Traylor, of RBC Capital Markets, will present a summary of the bond sale and defeasance.

Waco Independent School District
Board of Trustee Meeting Agenda Item

Date: February 24, 2022

Contact Person: Gloria Barrera

RE: Consider, Discuss and Take Appropriate Action Regarding the Design Development and Interior and Exterior Material Selection and Colors for G.W. Carver Middle School

=====

Background Information:

Following the fire of G.W. Carver Middle School on July 27, 2021, the Board authorized the Administration to move forward with the architectural design of a new campus to be built on the existing site. O’Connell Robertson then proceeded to pre-design services and Schematic Design. At the October 28, 2021 Regular meeting, the architects presented Schematic Design for Carver Middle School. The Schematic Design work prioritized equity, among other things, by gathering input from both Carver and Tennyson Middle School representatives. With the Board’s approval on October 28, 2021, O’Connell Robertson architects proceeded to the Design Development phase for the campus.

The Design Development phase represents the step in the design process where refinement of the project occurs based on the District’s goals, priorities and input. This phase involves translation of concepts into drawings and specifications. Such things as classroom needs, campus amenities, exterior/interior finishes, colors, elevations, layout of building systems, construction details, extra-curricular and co-curricular spaces, site access and egress, landscaping and other facility considerations are included as part of the Design Documents. For several weeks, O’Connell Robertson architects have engaged the Administration and representatives from the campus and district level in conversations regarding the vision, space requirements, and design of the G.W. Carver Middle School replacement project, a campus planned to have approximately 183,249 square feet of building space.

Gloria Barrera, Chief Officer-Facilities and Operations for Waco ISD, along with representatives from O’Connell Robertson will review the Carver Middle School Design Documents with the Board. Specific attention will be given to the interior and exterior material selection and colors.

Fiscal Implications

According to the District’s agreement with O’Connell Robertson, compensation is based on the percentage of services actually completed. Overall, the design fee is 6% of the construction cost of the project. The progress payment for Schematic Design is 20% of the architect’s fee for this project. The Design Development Phase is also 20% of the architect’s fee. The Construction

Documents Phase fee is 35% of the architect's total fee. Bidding and construction administration fees are 5% and 20% respectively. Funds for the cost of architectural services are part of the 2021 Bond program; Carver Middle School total project budget, including construction costs and soft costs is \$73,185,188. The Design Development documents have been priced by the CM-At-Risk, CORE, and the construction cost is within budget.

Administrative Recommendation(s):

Approve the Design Development for G.W. Carver Middle School as presented (or with noted modifications) and authorize O'Connell Robertson to proceed with the Construction Documents phase.



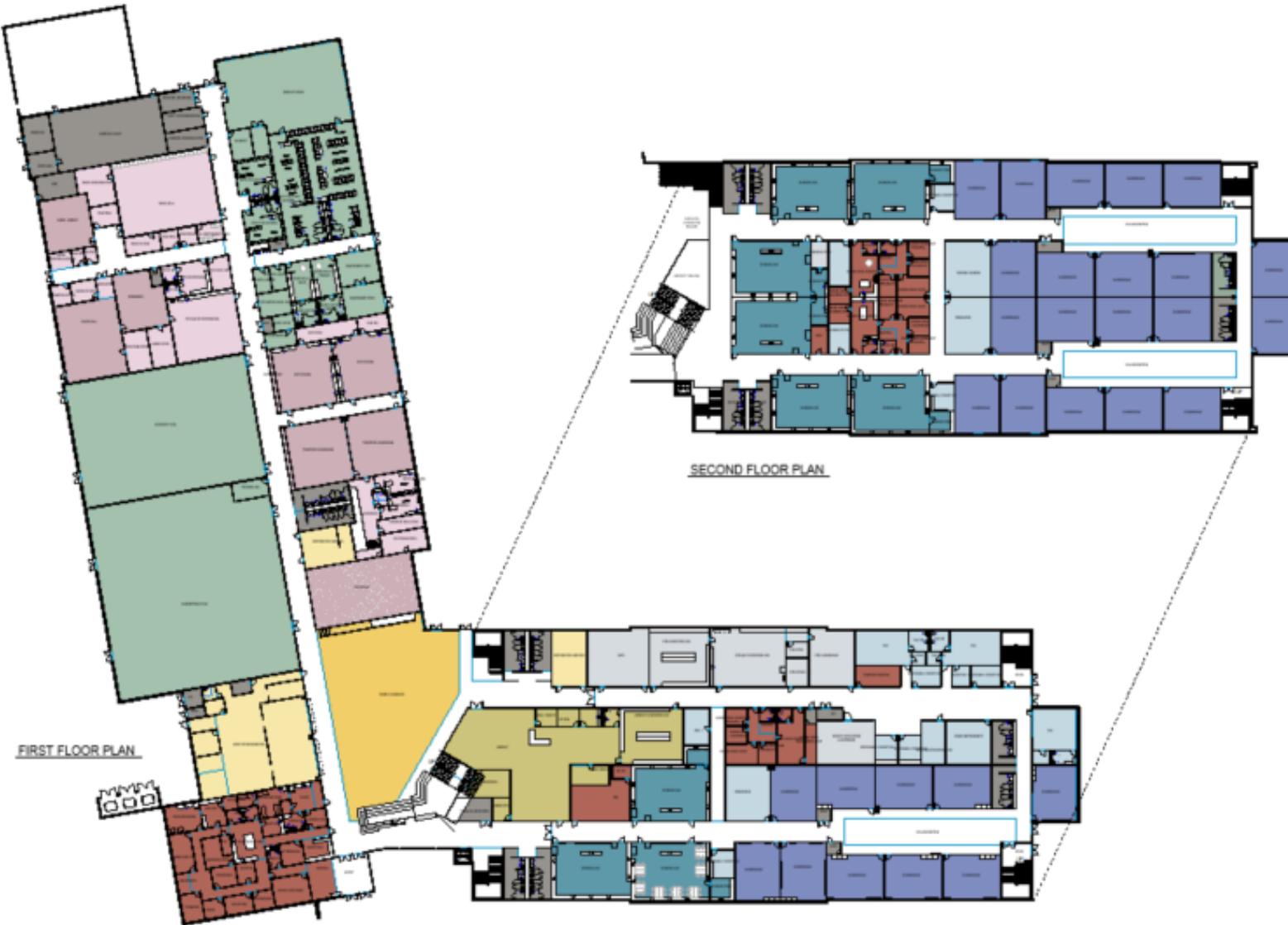
Waco Independent School District

G.W. Carver Middle School Design Development Presentation

02.24.2021

Design Development Update

117



Design Development Progress:

- GMP 1 Drawings Bid, Approved, and NTP
- Technical production of drawings
- Building Details Coordination and Final Materials Selection

Design Development Update

118



WACO CONSTRUCTION FAIR

CALLING ALL LOCAL TRADE PARTNERS + SUPPLIERS
COME LEARN ABOUT UPCOMING BID OPPORTUNITIES

WHEN WED. JAN 19, 2022 | 4-6PM
WHERE CEN-TEX HISPANIC CHAMBER OF COMMERCE
915 LASALLE AVE. WACO, TX 76706

CORE
G.W. CARVER MIDDLE
SCHOOL REPLACEMENT

QUESTIONS?

RO Terri Michalak
Diversity Manager
tmichalak@r-o.com

CORE Koby Lawson
Precon Manager
kobylawson@coreconstruction.com

RSVP

Register online through Eventbrite at
<https://wacocontracting.eventbrite.com>
or by emailing rsvp@r-o.com



Partnering Organizations



RO HIGH SCHOOL
NEW WACO
HIGH SCHOOL

Waco ISD Architecture + Engineering Team



**O'CONNELL
ROBERTSON**

Waco Construction Fair – 1/19/2022

Project Schedule

Bid Package 1 (Demo, Steel, Roof)
Bid Package 2 (Civil + Landscape)
Bid Package 3 (Balance of Building)

Construction

- Existing Building Demolition
- Site Construction
- Building Construction
- Substantial Completion

District Move-In
First Day of School

2.10.2022 Board Approval
4.28.2022 Board Approval
6.16.2022 Board Approval

2.15.2022 to 4.25.2022
4.28.2022 Starts
6.24.2022 Starts
6.30.2023

July 2023
August 2023



Project Schedule

G.W. Carver Middle School Project Budget

Funding for Carver Middle School Construction is from the 2021 bond program and a 2021 insurance claim. The following represents the anticipated budget for G.W. Carver Middle School from the 2021 bond program. CORE Construction with support by O'Connell Robertson have worked through the typical estimate and scope analysis process of the 100% Design Development package, and the project is on-target to be within the budget.

Hard Costs Sub Total		\$	61,951,344
Fees / PM / Expenses	8.0%	\$	4,956,108
Other Developmental Costs (Survey / Geotech / Etc)	0.50%	\$	309,757
Furnishings Fixtures and Equipment	\$ 8.0	\$	1,652,036
IT Systems (Projectors, Network, Security, Phone)	\$ 8.0	\$	1,652,036
Offsite Costs / Land Purchase		\$	-
Building Move-In Expenses	0.25%	\$	154,878
Construction Testing	0.25%	\$	154,878
Project Contingency	3.80%	\$	2,354,151
Proposed Waco ISD 2022 Bond Program		\$	73,185,188

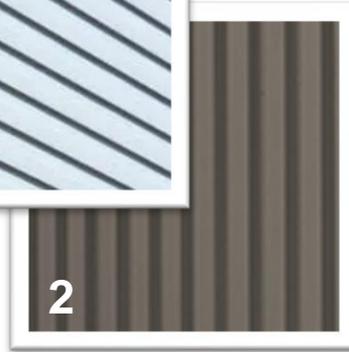
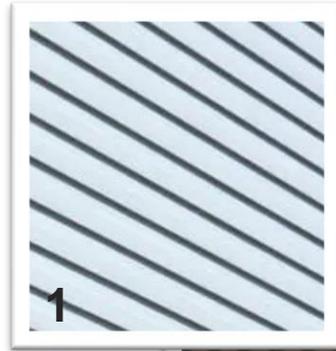


Project Budget

Exterior and Interior Materials

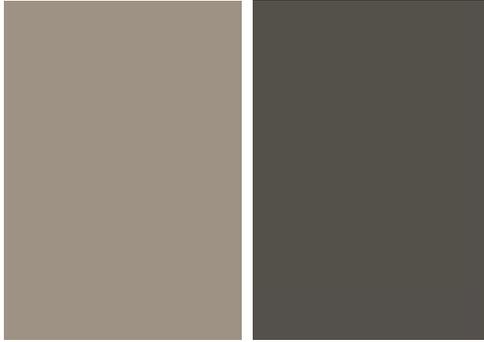
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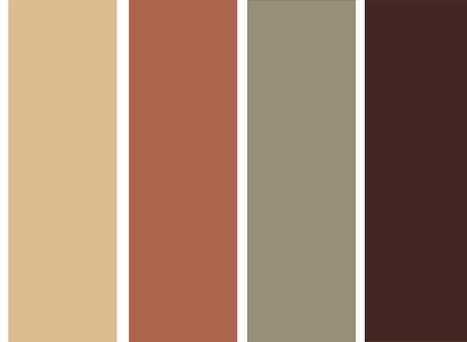


Exterior Materials

FIELD PAINT



ACCENT PAINTS



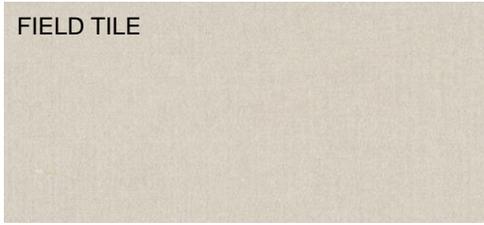
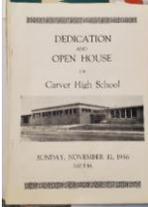
ACCENT TILE



ACCENT TILE



ACCENT TILE



FIELD TILE



POLISHED CONCRETE



ACCENT TILE



ACCENT TILE



ACCENT PAINT



TEXTURED BRICK



ACCOUSTICAL FELT



ACCOUSTICAL FELT



LIBRARY CARPET



TACKABLE WALLCOVERING



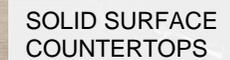
ADMIN



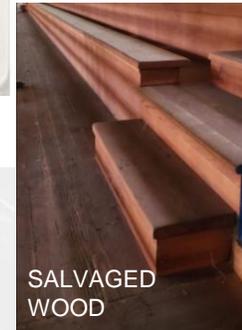
BASE CABINETS



UPPER CABINETS



SOLID SURFACE COUNTERTOPS



SALVAGED WOOD



Interior Materials

Next Steps

- Design Development Approval
- Progress in Contract Documents
- Demolition Begins
- Ground Breaking
- Future Bids and GMP Approvals
 - GMP 2 - Site + Civil Construction (April)
 - GMP 3 - Balance of Project (June)



Waco Independent School District

Board of Trustee Meeting Agenda Item

Date: February 24, 2022

Contact Person: Dr. Susan Kincannon

RE: Consider, Discuss and Take Appropriate Action Regarding the Resolution to Discontinue Mask Mandate and Delegation of Authority to Superintendent

Background Information

Two resolutions approved by the Board of Trustees related to the COVID-19 pandemic are still in effect. A March 16, 2020, emergency resolution delegated certain authority to the Superintendent during the COVID-19 pandemic, and a September 9, 2021, mask resolution ratified actions taken by the Superintendent to implement and require masks effective Monday, August 30, 2021, in all schools and district buildings.

Nearly two years have passed since the first resolution was needed to address the emergency created by the COVID-19 pandemic. With decreased positive cases of COVID-19 and systems and processes in place to respond to the health and safety needs of our students, these resolutions are no longer needed.

The Administration proposes that the mask mandate expires at 5:00 p.m. on March 4, 2022.

Fiscal Implications

None

Administrative Recommendation(s):

Approve the Resolution Rescinding Prior Resolutions (Emergency Delegation Resolution and Mask Resolution)

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE
WACO INDEPENDENT SCHOOL DISTRICT
RESCINDING PRIOR RESOLUTIONS
(EMERGENCY DELEGATION RESOLUTION AND MASK RESOLUTION)**

WHEREAS, the Waco Independent School District Board of Trustees (Board) previously adopted a Resolution on March 16, 2020, entitled “RESOLUTION OF THE BOARD OF TRUSTEES OF THE WACO INDEPENDENT SCHOOL DISTRICT REGARDING DELEGATION OF AUTHORITY DURING THE COVID-19 EMERGENCY” delegating certain authority to the Superintendent during the pandemic (the “Emergency Delegation Resolution”);

WHEREAS, the Board previously adopted a resolution on September 9, 2021, entitled “RESOLUTION OF THE BOARD OF TRUSTEES OF THE WACO INDEPENDENT SCHOOL DISTRICT REGARDING ACTION TAKEN BY THE SUPERINTENDENT DURING THE COVID-19 EMERGENCY” specifically resolving, confirming, approving and ratifying: (i) the authority of the Superintendent to act in the place of the Board (ii) the actions taken by the Superintendent to implement and require that effective Monday, August 30, 2021 face masks would be required inside all schools and other District buildings and (iii) that effective Friday, September 10, 2021 the Board ordered that face masks were required inside all schools and other District buildings (the “Mask Resolution”);

WHEREAS, the Board believes the public purposes supporting the passing of the Emergency Delegation Resolution have passed and it is no longer necessary to make the delegations to the Superintendent that are set forth in the Emergency Delegation Resolution; and

WHEREAS, the Board believes the public purposes supporting the passing of the Mask Resolution have passed and, effective March 4, 2022, it is no longer necessary to order that face masks are required inside all schools and other District buildings as set forth in the Mask Resolution;

IT IS THEREFORE RESOLVED THAT the Board of Trustees of the Waco Independent School District finds a substantial public purpose in rescinding the prior Emergency Declaration Resolution and the Mask Resolution as follows:

1. The Emergency Declaration Resolution is rescinded effective immediately upon adoption of this Resolution;

2. The Mask Resolution is rescinded effective at 5:00p.m. on March 4, 2022; and
3. In the event any other action is required and/or appropriate in order to implement and make effective the provisions of this Resolution, the Superintendent is authorized to take such other action as may be required and/or appropriate.

Adopted on this the 24th day of February, 2022, by the Waco ISD Board of Trustees.

Angela Tekell
President, Board of Trustees

Jose Vidaña
Secretary, Board of Trustees

Waco Independent School District

Board of Trustee Meeting Agenda Item

Date: February 27, 2022

Contact Person: Donna McKethan

RE: Review and Discuss Career & Technical Education Update

=====

Background Information

February is Career and Technical Education (CTE) Month®, which focuses on celebrating and creating public awareness about the benefits and accomplishments of CTE programs across the country.

CTE provides students with expanded educational opportunities. Career-centered learning prepares students with the employability skills for high-wage, high-demand careers in many fields including health care, information technology, hospitality and tourism, advanced manufacturing, engineering, law, education, and more.

The administrators for the Waco ISD CTE academies will share information highlighting the program's accomplishments.

Fiscal Implications

None

Administrative Recommendation(s):

Report only

Celebrate



CELEBRATE TODAY,
OWN TOMORROW!

WACO ISD
**Career & Technical
Education
Update**

Celebrate



CELEBRATE TODAY,
OWN TOMORROW!

Celebrate



CELEBRATE TODAY,
OWN TOMORROW!

- Academy of Arts, AV and Communications - Video focus
- Academy of Arts, AV and Communications - Commercial Photography/ Graphic Design Focus
- Academy of Arts, AV and Communications - Animation Focus (WHS)
- Academy of Automotive Technology - Includes TSTC Dual Credit
- Academy of Education and Training
- Academy of Law & Criminal Justice
- Ron E Smith Academy of Business & Finance - UHS
- Academy of Culinary Arts - UHS
- Academy of Engineering - UHS (Project Lead the Way)
- Academy of Business and Marketing (WHS)
- GWAHCA - CNA, Community Health Worker, Pharmacy Tech
- GWAMA - Welding, Robotics & Electronics, Construction Technology

Celebrate



CELEBRATE TODAY,
OWN TOMORROW!

Coming Fall 2022

- **GWAMA - Academy of Computerized Manufacturing Supported by \$90,000 Grant from Caterpillar Inc.**
- **GWAHCA - CCMA - Certified Clinical Medical Assistant**
- **Future Educator's Academy - 50 currently scheduled**
- **Future Heroes Academy**

Celebrate



CELEBRATE TODAY,
OWN TOMORROW!

CTE Enrollment 2021 - 22

- **WHS 1,699/1930 or 88%**
- **UHS 1,550/1930 or 80%**
- **GWAMA 254**
- **GWAHCA 268**

Celebrate



CELEBRATE TODAY,
OWN TOMORROW!

CTE Graduates Completing Programs of Study

- **State 58.5%**
- **WISD 77.7%**

Celebrate



CELEBRATE TODAY,
OWN TOMORROW!

CNA
Certified Nursing
Assistant

**Forklift
Driver's
License**

ASE
Automotive Service
Excellence

Adobe

**ServSafe
Manager**

**Community Health
Worker**

OSHA 10

Pharmacy Technician

CMA
Certified Medical
Assistant

Educational Aide I

**Non-Commissioned
Security Officer**

**VITA Tax
Preparer**

EMT

**NCCER
Carpentry**

**FANUC Robotic
Arm Operator**

AWS Welding

MOS
Microsoft Office Specialist

Quickbooks

**Entrepreneurship & Small
Business Certification**

Autodesk

Solidworks Associate

Celebrate



CELEBRATE TODAY,
OWN TOMORROW!



University High School

Celebrate



CELEBRATE TODAY,
OWN TOMORROW!



Waco High School

Celebrate



CELEBRATE TODAY,
OWN TOMORROW!



Celebrate



CELEBRATE TODAY,
OWN TOMORROW!

Celebrate



CELEBRATE TODAY,
OWN TOMORROW!

WACO ISD

**FUTURE
EDUCATORS
ACADEMY**

Celebrate



CELEBRATE TODAY,
OWN TOMORROW!

WACO ISD

**FUTURE
HEROES
ACADEMY**

WISD

AMBASSADORS

Waco ISD



CELEBRATE TODAY,
OWN TOMORROW!

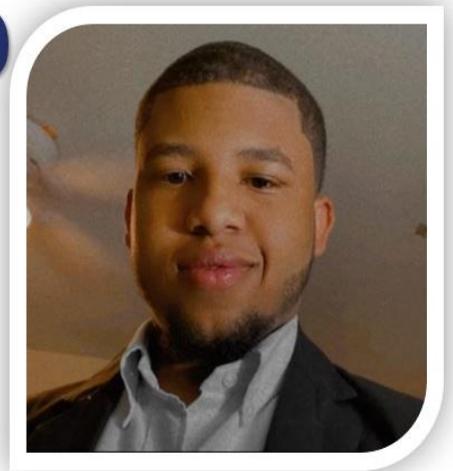


Diana Villagomez

Waco ISD



CELEBRATE TODAY,
OWN TOMORROW!



Kevin Redmond

Waco Independent School District

Board of Trustee Meeting Agenda Item

Date: February 24, 2022

Contact Person: Angela Tekell

RE: Consider, Discuss and Take Appropriate Action Regarding the Extension of the Superintendent's Contract and 2022 Performance Goals

=====

Background Information

The Board will discuss and consider the following:

- Extension of the Superintendent's contract
- 2022 Performance Goals

Fiscal Implications

Not Applicable

Administrative Recommendation(s):

The Board will be asked to approve the two items discussed above – Approve the extension of the Superintendent's contract and 2022 Performance Goals.

SUPERINTENDENT PERFORMANCE GOALS FOR 2022

Community Engagement

- Implement new communications department strategies to focus on gathering feedback from families, teachers and other community members. Identify and implement improvements based on feedback.
- Engage students, parents, community organizations, and governmental entities in the implementation of the long-range facilities plan.

Employee Recruitment, Retention and Growth

- Provide structured opportunities for employees to provide feedback, thoughts and ideas about working in Waco ISD and ways to continue to improve working conditions and the teacher turnover rate. Identify areas for improvement and implement strategies to achieve desired outcomes.
- Launch an employee recognition program, which provides opportunities for students, parents, staff and community members to recognize employees.
- In partnership with McLennan Community College, assist district paraprofessionals who wish to become teachers by refining and launching the prototype of a “Grow Your Own” program developed during the fall 2021 design thinking champions series.
- In collaboration with McLennan Community College, Tarleton State University and Texas Tech University, continue the planning and launch of the Future Educators Academy in the fall of 2022.

Leadership Development

- Continue to identify and implement plans to support leadership development in Waco ISD including the growth of current leaders as well as the identification and systematic development of future administrators. The district will continue to participate in The Holdsworth Center’s leadership program, provide focused training for principals on the implementation of quality instruction, refine strategies for aspiring administrator academies, and launch a teacher leadership academy.

Teaching and Learning

- Evaluate the effectiveness of academic intervention pull-out programs by analyzing student achievement results. Use data to make recommendations for improvement.
- Continue to refine and expand the district’s literacy framework, including using teachers trained at Texas Woman's University to train primary intervention teachers in the use of Reading Recovery, growing the use of model literacy classrooms to be lab sites, and

reviewing and revising professional development plans to support increased teacher knowledge and skills in effective literacy instruction.

- Use grade level and core content area teacher representatives, district curriculum coordinators and instructional specialists to continue to refine and expand the district's scope and sequence curriculum unit plans and assessments, adding foreign language level I and II courses, 6th grade Pre-AP math, Pre-AP Geometry, Algebra I, Algebra II, Integrated Physics and Science, Aquatic Science, Economics, and Government. These documents will be implemented in the fall of 2022.
- Expand the use of the guided math framework at the elementary level across the district. The framework was used at three schools in 2021-2022 (Bell's Hill Elementary, Dean Highland Elementary and Mountainview Elementary).
- Review progress of the district's dual language program for emergent bilingual learners and refine plans to serve students based on campus location and need.
- Contract with the College Board for access to course syllabi for Pre-AP courses at the middle and high school level, implement the SpringBoard curriculum in the ATLAS program, and continue to focus on improving instruction in AP courses to improve student passing rates on AP exams.
- Ensure teachers have modern tools for instruction at all levels, including classroom technology, mounted projectors and whiteboards.

Student Support Systems

- Continue strengthening behavior systems and practices to comprehensively support student needs including incorporating the threat assessment process; social, emotional and mental health supports; and expanding the use of restorative practices.
- Develop, implement and monitor plans to improve student attendance.
- Identify and implement strategies to incorporate student voice at the campus and district level including the launch of the Superintendent's Student Advisory Committee.

Business, Facilities, and Operations

- Monitor and adjust plans for the use of federal stimulus funds, ensuring funding advances district goals and meets state and federal guidelines.
- Develop a five-year budget forecast using anticipated revenues and expenditures to anticipate significant fiscal challenges.
- Implement best practices to provide effective oversight of the 2021 bond program.
- Develop and implement a multi-year vehicle replacement plan and allocate capital outlay funds.
- Use the district's facilities conditions assessments to develop a five-year facilities maintenance plan.