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**Agenda of Regular Meeting**

**The Board of Trustees  
United ISD**

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A Regular Meeting of the Board of Trustees of United ISD will be held Wednesday, February 19, 2020, beginning at 6:00 PM in the UISD Boardroom 201 Lindenwood Dr. Laredo, TX 78045.

The subjects to be discussed or considered or upon which any formal action may be taken are as listed below. Items do not have to be taken in the order shown on this meeting notice.

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

- I. Announcement by the Board President calling this meeting of the United Independent School District to order. Let the record show that a quorum of Board Members is present, that this meeting has been duly called, and that notice of this meeting has been posted in accordance with the Texas Open Meetings Act, Texas Government Code Chapter 551.

- II. Pledge of Allegiance

- A. Honor the Texas Flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.

- III. Public Comments:

Comments shall be limited to current Board agenda items, student recognitions, or charitable causes. Comments are limited to three minutes per speaker, except that non-English speakers requiring a translator are limited to six minutes. The presiding Board officer may modify or waive these time limits as appropriate. Public comment shall not be used for personal attacks by the speaker against District employees or students. Speakers who engage in personal attacks or use insulting, profane, threatening or abusive language during any Board meeting shall be ruled out of order by the presiding Board officer and may be escorted from the Board meeting room by District peace officers or security staff. Any concerns or complaints regarding

individual District employees, students, or parents must be resolved via the appropriate complaint process, as stated in Board Policy BED (Local). Pursuant to section 551.042 of the Texas Government Code, no Board Member or Administrator may respond to a member of the public, unless such response is a recitation of District policy or a statement of specific factual information.

#### IV. Recognitions

A. WEBB COUNTY SHERIFF MARTIN CUELLAR - PUBLIC SAFETY ASSISTANCE RECOGNITION

B. TRAUTMANN MIDDLE SCHOOL ROBOTICS - FIRST LEGO LEAGUE ROBOTICS COMPETITION QUALIFIER - 1ST PLACE - ADVANCE TO REGIONALS

C. UNITED SOUTH MIDDLE SCHOOL CHEERLEADERS - AUSTIN CAPITAL CUP WINTER NATIONALS - 1ST PLACE DIVISION GRAND CHAMPIONS

D. LYNDON B. JOHNSON HIGH SCHOOL CHEERLEADERS - NCA HS NATIONALS - 1ST PLACE INTERMEDIATE NON TUMBLING

E. MIDDLE SCHOOL REGION MUSICIANS

Trautmann Middle School  
United Middle School  
Washington Middle School  
Los Obispos Middle School  
Raul Perales Middle School  
Lamar Bruni Vergara Middle School  
Gonzalez Middle School  
Clark Middle School  
United South Middle School

F. LYNDON B. JOHNSON HIGH SCHOOL BAND - AREA MEMBERS

G. 2020 TEXAS MUSIC EDUCATORS ASSOCIATION AREA MUSICIANS - ALL STATE MUSICIANS

J.B. Alexander High School  
United South High School  
United High School

H. UIL CONGRESS - 2020 STATE QUALIFIERS

Lyndon B. Johnson High School

I. UIL CROSS EXAMINATION DEBATE - 2020 STATE QUALIFIERS

J.B. Alexander High School  
United High School

V. Consent Agenda Items

A. Approval of Monthly Disbursements

B. Approval of Budget Amendments

C. Approval to Adopt Resolution regarding Review of Investment Policy and Strategies

D. Approval of Property Tax Refunds for the month of January 2020

E. Approval of Awarding Bids, Proposals and Qualifications

F. Approval of Additional Appraisers for the 2019-2020 School Year

G. First and Final Reading of Policy DHE (LOCAL) Employee Standards of Conduct Searches and Alcohol/Drug Testing

H. Approval of CTE Innovative State Course - Occupational Safety & Environmental Technology I

I. Approval of Additional Class Size Waivers for the 2019-2020 School Year

J. Approval of Expedited State Waiver in the Area of Staff Development

K. Approval of Application for Expedited State Waiver for Accelerated Instruction after Third STAAR Administration for Student Success Initiative

L. Approval of Expedited State Waiver for Teacher Data Portal of the Texas Assessment Management System

VI. Items for Individual Consideration

A. Approval of Donations

B. Approval of Board Minutes for the Months of December 2019 and January 2020

C. Approval Requests from Board Members in re: Use of Board of Trustees Discretionary Funds for Various Projects/Campuses

D. PUBLIC HEARING: Full Day Pre-Kindergarten Exemption Waiver

E. Approval of Full Day Pre-Kindergarten Exemption Waiver

VII. Closed Session: Board will adjourn into closed session pursuant to the following sections of the Texas Open Meetings Act

A. TGC 551.071 Consultation with Board's Attorney; Closed Meeting

1. Discussion Re: Superintendent's Duties and Responsibilities

B. TGC 551.071 Consultation with Board's Attorney; Closed Meeting  
TGC 551.072 Deliberation Regarding Real Property; Closed Meeting

1. Discussion, including Consultation with Legal Counsel regarding Right of Entry Letter for Survey and Site Assessment (ROE-S) received from U.S. Customs and Border Protection and matters incident thereto

C. TGC 551.071 Consultation with Board's Attorney; Closed Meeting  
TGC 551.076 Deliberation Regarding Security Devices or Security Audits; Closed Meeting

1. Student Activity Fund Audits: Elementary Schools - Ruiz, Killam, Muller, Prada, Fasken, DeLlano, Cuellar, Veterans, Salinas

2. Student Activity Fund Audits: Middle and High Schools - United High, United High 9th Grade, Perales Middle, Los Obispos Middle, Cherish Center

3. Investments (PFIA) Audit

4. Surplus Sale Audit

## 5. Status of On-going Audits

VIII. Reconvened from Closed Session, the Board will take appropriate action on items, if necessary, as discussed in Closed Session

A. Discussion and Possible Action regarding Right of Entry letter for Survey and Site Assessment (ROE-S) received from U.S. Customs and Border Protection and Authorizing the Superintendent to execute the required documents related to same

## IX. Adjournment



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*If, during the course of the meeting covered by this Notice, the Board of Trustees should determine that a closed or executive meeting or session of the Board of Trustees is required, then such closed meeting or session as authorized by the Texas Open Meetings Act, Texas Government Section 551.001 et seq., will be held by the School Board at the date, hour, and place given in this Notice or as soon after the commencement of the meeting covered by this Notice as the School Board may conveniently meet, in such closed or executive meeting or session concerning any and all purposes permitted by the Act, including, but not limited to the following sections and purposes:*

*Texas Government Code Section:*

- 551.071 Private consultation with the board's attorney*
- 551.072 Discussing purchase, exchange, lease, or value of real property*
- 551.073 Discussing negotiated contracts for prospective gifts or donations*
- 551.074 Discussing personnel or to hear complaints against personnel*
- 551.076 Considering the deployment, specific occasions for, or implementation of, security personnel or devices*
- 551.082 Considering discipline of a public school child, or complaint or charge against school student*
- 551.0821 Discussing matter that reveals personally identifiable information about public school student*
- 551.083 Considering the standards, guidelines, terms or conditions the board will follow, or will instruct its representatives to follow, in consultation with representatives of employee groups*
- 551.084 Excluding witnesses from a hearing.*

*Should any final action, final decision, or final vote be required in the opinion of the School Board with regard to any matter considered in such closed or executive meeting or session, then the final action, final decision, or final vote shall be either:*

- (a) in the open meeting covered by the Notice upon the reconvening of the public meeting; or*
- (b) at a subsequent public meeting of the School Board upon notice thereof; as the School Board shall determine.*

The notice for this meeting was posted in compliance with the Texas Open Meeting Act on \_\_\_\_\_, at \_\_\_\_\_.

United Independent School District

\_\_\_\_\_  
Roberto J. Santos, Superintendent



# UNITED INDEPENDENT SCHOOL DISTRICT AGENDA ACTION ITEM

**TOPIC:** Approval of Monthly Disbursements

**SUBMITTED BY:** Samuel D. Flores **OF:** Comptroller

**APPROVED FOR TRANSMITTAL TO SCHOOL BOARD:** \_\_\_\_\_

**DATE ASSIGNED FOR BOARD CONSIDERATION:** February 19, 2020

**RECOMMENDATION:**

The USD Board of Trustees will review all disbursements as presented.

**RATIONALE:**

The Board will review disbursements on a monthly basis. The disbursements have been reviewed by the Business Committee and are within budget.

**BUDGETARY INFORMATION:**

As approved in the 2019-2020 budget.

**BOARD POLICY REFERENCE AND COMPLIANCE:**

N/A



# UNITED INDEPENDENT SCHOOL DISTRICT AGENDA ACTION ITEM

**TOPIC:** Approval of Budget Amendments

**SUBMITTED BY:** Samuel D. Flores **OF:** Comptroller

**APPROVED FOR TRANSMITTAL TO SCHOOL BOARD:** \_\_\_\_\_

**DATE ASSIGNED FOR BOARD CONSIDERATION:** February 19, 2020

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve the budget amendments presented.

**RATIONALE:**

Under current policy, the Board approves all budget amendments requested on a monthly basis. Most budget amendments are of a transfer nature and do not have an effect on fund balance. Budget amendments having an effect on fund balance will be noted.

**BUDGETARY INFORMATION:**

As approved in the 2019-2020 budget by the Board of Trustees.

**BOARD POLICY REFERENCE AND COMPLIANCE:**

This item is in accordance with the Local Board Policy, CE

UNITED INDEPENDENT SCHOOL DISTRICT  
BUDGET AMENDMENTS  
FOR THE MONTH OF FEBRUARY, 2020

<u>DEPT/ORGANIZATION</u>	<u>BUDGET</u>	<u>AMENDED BUDGET</u>	<u>INCREASE (DECREASE)</u>
<b>CHILD NUTRITION PROGRAM - BA 20-01</b>			
<b>REVENUES</b>			
1010                      5939XX Revenues	\$                      -	\$                      33,000	\$                      33,000
<b>REVENUES TOTAL</b>	<b>\$                      -</b>	<b>\$                      33,000</b>	<b>\$                      33,000</b>
<b>EXPENDITURES</b>			
1010 35 114 99 000 663900 Kitchen Equipment	\$                      -	\$                      19,000	\$                      19,000
1010 35 125 99 000 663900 Kitchen Equipment	-	14,000	14,000
<b>EXPENDITURE TOTAL</b>	<b>\$                      -</b>	<b>\$                      33,000</b>	<b>\$                      33,000</b>

To appropriate funds for the National School Lunch Program: Equipment Assistance Grant. **No effect on FUND BALANCE.**  
Requested by Mr. Samuel D. Flores, Comptroller.

<b>PPFCO - BA 20-02</b>			
<b>REVENUES</b>			
1730                      5742XX Interest	\$                      213,661	\$                      232,799	\$                      19,138
<b>REVENUES TOTAL</b>	<b>\$                      213,661</b>	<b>\$                      232,799</b>	<b>\$                      19,138</b>
<b>EXPENDITURES</b>			
1730 11 900 11 000 63XX00 Instructional Expenditures	\$                      9,016,503	\$                      9,051,745	\$                      35,242
1730 51 936 99 000 663900 Other Equipment	136,587	120,483	(16,104)
<b>EXPENDITURE TOTAL</b>	<b>\$                      9,016,503</b>	<b>\$                      9,051,745</b>	<b>\$                      19,138</b>

To recognize interest earned and to distribute funds for instructional expenditures from the PPFCO. **No effect on FUND BALANCE.** Requested by Mr. Samuel D. Flores, Comptroller.



# UNITED INDEPENDENT SCHOOL DISTRICT AGENDA ACTION ITEM

**TOPIC:** Approval to Adopt Resolution regarding Review of Investment Policy and Strategies

**SUBMITTED BY:** Samuel D. Flores **OF:** Comptroller

**APPROVED FOR TRANSMITTAL TO SCHOOL BOARD:** \_\_\_\_\_

**DATE ASSIGNED FOR BOARD CONSIDERATION:** February 19, 2020

**RECOMMENDATION:**

To approve resolution indicating that United ISD Board of Trustees received and reviewed the District's investment policy and strategies, list of qualified brokers and list of investment training sources as required by the Public Investment Act and United ISD Investment Policy.

**RATIONALE:**

In order to comply with Public Funds Investment Act and District policy, the Board of Trustees should annually review the District's investment policies and strategies, list of qualified brokers and training sources.

**BUDGETARY INFORMATION:**

N/A

**BOARD POLICY REFERENCE AND COMPLIANCE:**

CDA (LEGAL) Other Revenues: Investments

## Resolution

WHEREAS, the United Independent School District Board of Trustees has received and reviewed the investment policy and strategies of the District, a list of qualified brokers, and a list of authorized investments training sources in accordance with Board Policy, CDA (Legal) OTHER REVENUES : INVESTMENT.

WHEREAS, District Administration does not recommend any changes to the current investment policy and investment strategies.

WHEREAS, District Administration does recommend changes to the current list of qualified brokers, but does not recommend any changes to the current list of authorized investment training sources as attached hereto.

WHEREAS, the investment policy requires the Board to adopt a written instrument stating it has reviewed the investment policy, investment strategies, list of qualified brokers, and list of authorized investment training sources, and record any changes made to either the investment policy, investment strategies, list of qualified brokers, and list of authorized investment training sources.

WHEREAS, the Board authorizes Eduardo Zuniga, CPA, Associate Superintendent for Student Support Services, Laida P. Benavides, CPA, Assistant Superintendent for Business and Finance, Samuel D. Flores, Comptroller, Rosa I. Cabello, Accounting Manager, and Felipe Jimenez, Treasury Manager, to act in the capacity of Investment Officers for the District.

THEREFORE, be it RESOLVED on this 19th day of February 2020 that the Board of Trustees for the United Independent School District does hereby approve the resolution described herein and that it be made part of the minutes.

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President, Board of Trustees

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Secretary, Board of Trustees

OTHER REVENUES  
INVESTMENTS

CDA  
(LEGAL)

All investments made by the District shall comply with the Public Funds Investment Act (Texas Government Code Chapter 2256, Subchapter A) and all federal, state, and local statutes, rules or regulations. *Gov't Code 2256.026*

WRITTEN POLICIES

Investments shall be made in accordance with written policies approved by the Board. The investment policies must primarily emphasize safety of principal and liquidity and must address investment diversification, yield, and maturity and the quality and capability of investment management. The policies must include:

1. A list of the types of authorized investments in which the District's funds may be invested;
2. The maximum allowable stated maturity of any individual investment owned by the District;
3. For pooled fund groups, the maximum dollar-weighted average maturity allowed based on the stated maturity date of the portfolio;
4. Methods to monitor the market price of investments acquired with public funds;
5. A requirement for settlement of all transactions, except investment pool funds and mutual funds, on a delivery versus payment basis; and
6. Procedures to monitor rating changes in investments acquired with public funds and the liquidation of such investments consistent with the provisions of Government Code 2256.021 [see LOSS OF REQUIRED RATING, below].

*Gov't Code 2256.005(b)*

ANNUAL REVIEW

The Board shall review its investment policy and investment strategies not less than annually. The Board shall adopt a written instrument stating that it has reviewed the investment policy and investment strategies and that the written instrument so adopted shall record any changes made to either the investment policy or investment strategies. *Gov't Code 2256.005(e)*

ANNUAL AUDIT

The District shall perform a compliance audit of management controls on investments and adherence to the District's established investment policies. The compliance audit shall be performed in conjunction with the annual financial audit. *Gov't Code 2256.005(m)*

INVESTMENT  
STRATEGIES

As part of the investment policy, the Board shall adopt a separate written investment strategy for each of the funds or group of funds under the Board's control. Each investment strategy must describe

OTHER REVENUES  
INVESTMENTS

CDA  
(LEGAL)

the investment objectives for the particular fund under the following priorities in order of importance:

1. Understanding of the suitability of the investment to the financial requirements of the District;
2. Preservation and safety of principal;
3. Liquidity;
4. Marketability of the investment if the investment needs to be liquidated before maturity;
5. Diversification of the investment portfolio; and
6. Yield.

*Gov't Code 2256.005(d)*

INVESTMENT  
OFFICER

The District shall designate one or more officers or employees as investment officer(s) to be responsible for the investment of its funds. If the District has contracted with another investing entity to invest its funds, the investment officer of the other investing entity is considered to be the investment officer of the contracting Board's District. In the administration of the duties of an investment officer, the person designated as investment officer shall exercise the judgment and care, under prevailing circumstances that a prudent person would exercise in the management of the person's own affairs, but the Board retains the ultimate responsibility as fiduciaries of the assets of the District. Unless authorized by law, a person may not deposit, withdraw, transfer, or manage in any other manner the funds of the investing entity. Authority granted to a person to invest the District's funds is effective until rescinded by the District or until termination of the person's employment by the District, or for an investment management firm, until the expiration of the contract with the District. *Gov't Code 2256.005(f)*

A District or investment officer may use the District's employees or the services of a contractor of the District to aid the investment officer in the execution of the officer's duties under Government Code, Chapter 2256. *Gov't Code 2256.003(c)*

INVESTMENT  
TRAINING  
INITIAL

Within 12 months after taking office or assuming duties, the treasurer or chief financial officer and the investment officer of the District shall attend at least one training session from an independent source approved either by the Board or by a designated investment committee advising the investment officer. This initial training must contain at least ten hours of instruction relating to their respective responsibilities under the Public Funds Investment Act. *Gov't Code 2256.008(a)*

OTHER REVENUES  
INVESTMENTS

CDA  
(LEGAL)

ONGOING

The treasurer or chief financial officer and the investment officer must also attend an investment training session not less than once in a two-year period that begins on the first day of the District's fiscal year and consists of the two consecutive fiscal years after that date, and receive not less than ten hours of instruction relating to investment responsibilities under the Public Funds Investment Act from an independent source approved by the Board or a designated investment committee advising the investment officer. If the District has contracted with another investing entity to invest the District's funds, this training requirement may be satisfied by having a Board officer attend four hours of appropriate instruction in a two-year period that begins on the first day of the District's fiscal year and consists of the two consecutive fiscal years after that date. *Gov't Code 2256.008(a)-(b)*

Investment training shall include education in investment controls, security risks, strategy risks, market risks, diversification of investment portfolio, and compliance with the Government Code, Chapter 2256. *Gov't Code 2256.008(c)*

STANDARD OF  
CARE

Investments shall be made with judgment and care, under prevailing circumstances that a person of prudence, discretion, and intelligence would exercise in the management of his or her own affairs, not for speculation, but for investment, considering the probable safety of capital and the probable income to be derived. Investments shall be governed by the following objectives in order of priority:

1. Preservation and safety of principal;
2. Liquidity; and
3. Yield.

In determining whether an investment officer has exercised prudence with respect to an investment decision, the following shall be taken into consideration:

1. The investment of all funds, rather than the prudence of a single investment, over which the officer had responsibility.
2. Whether the investment decision was consistent with the Board's written investment policy.

*Gov't Code 2256.006*

PERSONAL  
INTEREST

A District investment officer who has a personal business relationship with a business organization offering to engage in an investment transaction with the District shall file a statement disclosing

OTHER REVENUES  
INVESTMENTS

CDA  
(LEGAL)

that personal business interest. An investment officer who is related within the second degree by affinity or consanguinity, as determined by Government Code Chapter 573, to an individual seeking to sell an investment to the investment officer's District shall file a statement disclosing that relationship. A required statement must be filed with the Board and with the Texas Ethics Commission. For purposes of this policy, an investment officer has a personal business relationship with a business organization if:

1. The investment officer owns ten percent or more of the voting stock or shares of the business organization or owns \$5,000 or more of the fair market value of the business organization;
2. Funds received by the investment officer from the business organization exceed ten percent of the investment officer's gross income for the previous year; or
3. The investment officer has acquired from the business organization during the previous year investments with a book value of \$2,500 or more for the personal account of the investment officer.

*Gov't Code 2256.005(i)*

QUARTERLY  
REPORTS

Not less than quarterly, the investment officer shall prepare and submit to the Board a written report of investment transactions for all funds covered by the Public Funds Investment Act. This report shall be presented to the Board and the Superintendent not less than quarterly, within a reasonable time after the end of the period. The report must:

1. Contain a detailed description of the investment position of the District on the date of the report.
2. Be prepared jointly and signed by all District investment officers.
3. Contain a summary statement for each pooled fund group (i.e., each internally created fund in which one or more accounts are combined for investing purposes) that states the:
  - a. Beginning market value for the reporting period;
  - b. Ending market value for the period; and
  - c. Fully accrued interest for the reporting period.
4. State the book value and market value of each separately invested asset at the end of the reporting period by the type of asset and fund type invested.

OTHER REVENUES  
INVESTMENTS

CDA  
(LEGAL)

5. State the maturity date of each separately invested asset that has a maturity date.
6. State the account or fund or pooled group fund in the District for which each individual investment was acquired.
7. State the compliance of the investment portfolio of the District as it relates to the District's investment strategy expressed in the District's investment policy and relevant provisions of Government Code, Chapter 2256.

If the District invests in other than money market mutual funds, investment pools or accounts offered by its depository bank in the form of certificates of deposit, or money market accounts or similar accounts, the reports shall be formally reviewed at least annually by an independent auditor, and the result of the review shall be reported to the Board by that auditor.

*Gov't Code 2256.023*

SELECTION OF  
BROKER

The Board or a designated investment committee, shall, at least annually, review, revise, and adopt a list of qualified brokers that are authorized to engage in investment transactions with the District. *Gov't Code 2256.025*

AUTHORIZED  
INVESTMENTS

The Board may purchase, sell, and invest its funds and funds under its control in investments described below, in compliance with its adopted investment policies and according to the standard of care set out in this policy. Investments may be made directly by the Board or by a nonprofit corporation acting on behalf of the Board or an investment pool acting on behalf of two or more local governments, state agencies, or a combination of the two. *Gov't Code 2256.003(a)*

In the exercise of these powers, the Board may contract with an investment management firm registered under the Investment Advisers Act of 1940 (15 U.S.C. Section 80b-1 et seq.) or with the State Securities Board to provide for the investment and management of its public funds or other funds under its control. A contract made for such purpose may not be for a term longer than two years. A renewal or extension of the contract must be made by the Board by order, ordinance, or resolution. *Gov't Code 2256.003(b)*

The following investments are authorized:

1. Obligations, including letters of credit, of the United States or its agencies and instrumentalities; direct obligations of the state of Texas or its agencies and instrumentalities; collateralized mortgage obligations directly issued by a federal agency or instrumentality of the United States, the underlying security

for which is guaranteed by an agency or instrumentality of the United States; other obligations, the principal and interest of which are unconditionally guaranteed or insured by, or backed by the full faith and credit of, the state of Texas, the United States, or their respective agencies and instrumentalities, including obligations that are fully guaranteed or insured by the Federal Deposit Insurance Corporation (FDIC) or by the explicit full faith and credit of the United States; obligations of states, agencies, counties, cities, and other political subdivisions of any state rated as to investment quality by a nationally recognized investment rating firm not less than A or its equivalent; and bonds issued, assumed, or guaranteed by the state of Israel. *Gov't Code 2256.009(a)*

The following investments are not authorized:

- a. Obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal.
- b. Obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest.
- c. Collateralized mortgage obligations that have a stated final maturity date of greater than ten years.
- d. Collateralized mortgage obligations the interest rate of which is determined by an index that adjusts opposite to the changes in a market index.

*Gov't Code 2256.009(b)*

2. Certificates of deposit or share certificates issued by a depository institution that has its main office or a branch office in Texas that is guaranteed or insured by the FDIC or its successor or the National Credit Union Share Insurance Fund or its successor and is secured by obligations described in item 1 above, including mortgage-backed securities directly issued by a federal agency or instrumentality that have a market value of not less than the principal amount of the certificates (but excluding those mortgage-backed securities described in Section 2256.009[b]) or secured in any other manner and amount provided by law for the deposits of the investing entity. *Gov't Code 2256.010(a)*

In addition to the authority to invest funds in certificates of deposit under the previous section, an investment in certificates

of deposit made in accordance with the following conditions is an authorized investment under Government Code 2256.010:

- a. The funds are invested by the District through a broker that has its main office or a branch office in this state and is selected from a list adopted by the District as required by Government Code 2256.025, or a depository institution that has its main office or a branch office in this state and that is selected by the District;
- b. The broker or depository institution selected by the District arranges for the deposit of the funds in certificates of deposit in one or more federally insured depository institutions, wherever located, for the account of the District;
- c. The full amount of the principal and accrued interest of each of the certificates of deposit is insured by the United States or an instrumentality of the United States; and
- d. The District appoints the depository institution selected by the District, an entity described by Government Code 2257.041(d), or a clearing broker-dealer registered with the Securities and Exchange Commission and operating pursuant to Securities and Exchange Commission Rule 15c3-3 (17 C.F.R. Section 240.15c3-3) as custodian for the District with respect to the certificates of deposit issued for the account of the District entity.

*Gov't Code 2256.010(b)*

The investment policies may provide that bids for certificates of deposit be solicited orally, in writing, electronically, or in any combination of those methods. *Gov't Code 2256.005(c)*

3. Fully collateralized repurchase agreements that have a defined termination date; are secured by a combination of cash and obligations of the United States or its agencies and instrumentalities; require the securities being purchased by the District or cash held by the District to be pledged to the District, held in the District's name, and deposited with the District or a third party selected and approved by the District, and are placed through a primary government securities dealer, as defined by the Federal Reserve or a financial institution doing business in Texas. The term of any reverse security repurchase agreement may not exceed 90 days after the date the reverse security repurchase agreement is delivered. Money received by the District under the terms of a reverse security

repurchase agreement shall be used to acquire additional authorized investments, but the term of the authorized investments acquired must mature not later than the expiration date stated in the reverse security repurchase agreement. *Gov't Code 2256.011*

4. A securities lending program if:
  - a. The value of securities loaned is not less than 100 percent collateralized, including accrued income, and the loan allows for termination at any time;
  - b. The loan is secured by:
    - (1) Pledged securities described by Government Code 2256.009;
    - (2) Pledged irrevocable letters of credit issued by a bank that is organized and existing under the laws of the United States or any other state and continuously rated by at least one nationally recognized investment rating firm at not less than A or its equivalent; or
    - (3) Cash invested in accordance with Government Code 2256.009, 2256.013, 2256.014, or 2256.016;
  - c. The terms of the loan require that the securities being held as collateral be pledged to the investing entity, held in the investing entity's name, and deposited at the time the investment is made with the entity or with a third party selected by or approved by the investing entity; and
  - d. The loan is placed through a primary government securities dealer or a financial institution doing business in this state.

An agreement to lend securities under a securities lending program must have a term of one year or less.

*Gov't Code 2256.0115*

5. Bankers' acceptance, with a stated maturity of 270 days or fewer from the date of issuance that will be liquidated in full at maturity, which is eligible for collateral for borrowing from a Federal Reserve Bank, and is accepted by a bank meeting the requirements of Government Code 2256.012(4). *Gov't Code 2256.012*

6. Commercial paper that has a stated maturity of 270 days or fewer from the date of issuance and is rated not less than A-1 or P-1 or an equivalent rating by at least two nationally recognized credit rating agencies or by one nationally recognized credit rating agency provided the commercial paper is fully secured by an irrevocable letter of credit issued by a bank organized and existing under United States law or the law of any state. *Gov't Code 2256.013*
7. No-load money market mutual funds that:
  - a. Are registered with and regulated by the Securities and Exchange Commission;
  - b. Provide the District with a prospectus and other information required by the Securities and Exchange Act of 1934 (15 U.S.C. 78a et seq.) or the Investment Company Act of 1940 (15 U.S.C. 80a-1 et seq.);
  - c. Have a dollar-weighted average stated maturity of 90 days or fewer; and
  - d. Include in their investment objectives the maintenance of a stable net asset value of \$1 for each share.

However, investments in no-load money market mutual funds shall be limited to the percentages authorized by Government Code 2256.014(c).

8. No-load mutual funds that:
  - a. Are registered with the Securities and Exchange Commission;
  - b. Have an average weighted maturity of less than two years;
  - c. Are invested exclusively in obligations approved by Government Code Chapter 2256, Subchapter A, regarding authorized investments (Public Funds Investment Act);
  - d. Are continuously rated by at least one nationally recognized investment rating firm of not less than AAA or its equivalent; and
  - e. Conform to the requirements in Government Code 2256.016(b) and (c) relating to the eligibility of investment pools to receive and invest funds of investing entities.

Investments in no-load mutual funds shall be limited to the percentages authorized by Government Code 2256.014(c).

In addition, the District may not invest any portion of bond proceeds, reserves, and funds held for debt service, in no-load mutual funds described in this item.

*Gov't Code 2256.014*

9. A guaranteed investment contract, as an investment vehicle for bond proceeds, if the guaranteed investment contract:
  - a. Has a defined termination date.
  - b. Is secured by obligations described by Government Code 2256.009(a)(1), excluding those obligations described by Section 2256.009(b), in an amount at least equal to the amount of bond proceeds invested under the contract.
  - c. Is pledged to the District and deposited with the District or with a third party selected and approved by the District.

Bond proceeds, other than bond proceeds representing reserves and funds maintained for debt service purposes, may not be invested in a guaranteed investment contract with a term longer than five years from the date of issuance of the bonds.

To be eligible as an authorized investment:

- a. The Board must specifically authorize guaranteed investment contracts as eligible investments in the order, ordinance, or resolution authorizing the issuance of bonds.
- b. The District must receive bids from at least three separate providers with no material financial interest in the bonds from which proceeds were received.
- c. The District must purchase the highest yielding guaranteed investment contract for which a qualifying bid is received.
- d. The price of the guaranteed investment contract must take into account the reasonably expected drawdown schedule for the bond proceeds to be invested.
- e. The provider must certify the administrative costs reasonably expected to be paid to third parties in connection with the guaranteed investment contract.

*Gov't Code 2256.015*

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10. A public funds investment pool meeting the requirements of Government Code 2256.016 and 2256.019, if the Board authorizes the investment in the particular pool by resolution. *Gov't Code 2256.016, .019*
11. "Corporate bond" means a senior secured debt obligation issued by a domestic business entity and rated not lower than "AA-" or the equivalent by a nationally recognized investment rating firm. The term does not include a debt obligation that on conversion would result in the holder becoming a stockholder or shareholder in the entity, or any affiliate or subsidiary of the entity, that issued the debt obligation, or is an unsecured debt obligation. *Gov't Code 2256.0204(a)*

A district that qualifies as an issuer as defined by Government Code 1371.001 [see CCF] may purchase, sell, and invest its funds and funds under its control in corporate bonds that, at the time of purchase, are rated by a nationally recognized investment rating firm "AA-" or the equivalent and have a stated final maturity that is not later than the third anniversary of the date the corporate bonds were purchased. *Gov't Code 2256.0204(b)-(c)*

The District is not authorized to:

- a. Invest in the aggregate more than 15 percent of its monthly average fund balance, excluding bond proceeds, reserves, and other funds held for the payment of debt service, in corporate bonds; or
- b. Invest more than 25 percent of the funds invested in corporate bonds in any one domestic business entity, including subsidiaries and affiliates of the entity.

*Gov't Code 2256.0204(d)*

The District may purchase, sell, and invest its funds and funds under its control in corporate bonds if the Board:

- a. Amends its investment policy to authorize corporate bonds as an eligible investment;
- b. Adopts procedures to provide for monitoring rating changes in corporate bonds acquired with public funds, and liquidating the investment in corporate bonds; and
- c. Identifies the funds eligible to be invested in corporate bonds.

*Gov't Code 2256.0204(e)*

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The District investment officer, acting on behalf of the District, shall sell corporate bonds in which the District has invested its funds not later than the seventh day after the date a nationally recognized investment rating firm:

- a. Issues a release that places the corporate bonds or the domestic business entity that issued the corporate bonds on negative credit watch or the equivalent, if the corporate bonds are rated "AA-" or the equivalent at the time the release is issued; or
- b. Changes the rating on the corporate bonds to a rating lower than "AA-" or the equivalent.

*Gov't Code 2256.0204(f)*

Corporate bonds are not an eligible investment for a public funds investment pool. *Gov't Code 2256.0204(g)*

CHANGE IN LAW

The District is not required to liquidate investments that were authorized investments at the time of purchase. *Gov't Code 2256.017*

LOSS OF REQUIRED  
RATING

An investment that requires a minimum rating does not qualify as an authorized investment during the period the investment does not have the minimum rating. The District shall take all prudent measures that are consistent with its investment policy to liquidate an investment that does not have the minimum rating. *Gov't Code 2256.021*

SELLERS OF  
INVESTMENTS

A written copy of the investment policy shall be presented to any person offering to engage in an investment transaction with the District or to an investment management firm under contract with the District to invest or manage the District's investment portfolio. For purposes of this section, a business organization includes investment pools and an investment management firm under contract with the District to invest or manage the District's investment portfolio. The qualified representative of the business organization offering to engage in an investment transaction with the District shall execute a written instrument in a form acceptable to the District and the business organization substantially to the effect that the business organization has:

1. Received and thoroughly reviewed the District investment policy; and
2. Acknowledged that the business organization has implemented reasonable procedures and controls in an effort to preclude investment transactions conducted between the Dis-

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trict and the organization that are not authorized by the District's policy, except to the extent that this authorization is dependent on an analysis of the makeup of the District's entire portfolio or requires an interpretation of subjective investment standards.

The investment officer may not acquire or otherwise obtain any authorized investment described in the District's investment policy from a person who has not delivered to the District the instrument described above.

*Gov't Code 2256.005(k)-(l)*

DONATIONS

A gift, devise, or bequest made to provide college scholarships for District graduates may be invested by the Board as provided in Property Code 117.004, unless otherwise specifically provided by the terms of the gift, devise, or bequest. *Education Code 45.107*

Investments donated to the District for a particular purpose or under terms of use specified by the donor are not subject to the requirements of Government Code Chapter 2256, Subchapter A. *Gov't Code 2256.004(b)*

ELECTRONIC FUNDS  
TRANSFER

The District may use electronic means to transfer or invest all funds collected or controlled by the District. *Gov't Code 2256.051*

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**Investment Authority**

The assistant superintendent for business/finance or other person designated by Board resolution shall serve as the investment officer of the District and shall invest District funds in accordance with the Public Funds Investment Act, the District's approved investment policy, and generally accepted accounting procedures. All investment transactions except investment pool funds and mutual funds shall be settled on a delivery versus payment basis.

**Approved  
Investment  
Instruments**

From those investments authorized by law and described further in CDA(LEGAL), under Authorized Investments, the Board shall permit investment of District funds, including bond proceeds and pledged revenue to the extent allowed by law, in only the following investment types, consistent with the strategies and maturities defined in this policy:

1. Obligations of, or guaranteed by, governmental entities as permitted by Government Code 2256.009.
2. Certificates of deposit and share certificates as permitted by Government Code 2256.010.
3. Fully collateralized repurchase agreements permitted by Government Code 2256.011.
4. A securities lending program as permitted by Government Code 2256.0115.
5. Banker's acceptances as permitted by Government Code 2256.012.
6. Commercial paper as permitted by Government Code 2256.013.
7. No-load mutual funds, except for bond proceeds, and no-load money market mutual funds, as permitted by Government Code 2256.014.
8. A guaranteed investment contract as an investment vehicle for bond proceeds, provided it meets the criteria and eligibility requirements established by Government Code 2256.015.
9. Public funds investment pools as permitted by Government Code 2256.016.

**Safety**

The primary goal of the investment program is to ensure safety of principal, to maintain liquidity, and to maximize financial returns within current market conditions in accordance with this policy. Investments shall be made in a manner that ensures the preservation of capital in the overall portfolio, and offsets during a 12-month period any market price losses resulting from interest-rate fluctua-

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tions by income received from the balance of the portfolio. No individual investment transaction shall be undertaken that jeopardizes the total capital position of the overall portfolio.

**Investment  
Management**

In accordance with Government Code 2256.005(b)(3), the quality and capability of investment management for District funds shall be in accordance with the standard of care, investment training, and other requirements set forth in Government Code Chapter 2256.

**Liquidity and  
Maturity**

Any internally created pool fund group of the District shall have a maximum dollar weighted maturity of 180 days. The maximum allowable stated maturity of any other non-capital project or non-bond proceeds individual investment owned by the District shall not exceed one year from the time of purchase. The maximum allowable stated maturity of any capital project or bond proceeds individual investment owned by the District shall not exceed the lesser of the anticipated expenditure date or three years from the time of purchase, whichever is sooner. The Board may specifically authorize a longer maturity for a given investment, within legal limits.

The District's investment portfolio shall have sufficient liquidity to meet anticipated cash flow requirements.

**Diversity**

The investment portfolio shall be diversified in terms of investment instruments, maturity scheduling, and financial institutions to reduce risk of loss resulting from overconcentration of assets in a specific class of investments, specific maturity, or specific issuer.

**Monitoring Market  
Prices**

The investment officer shall monitor the investment portfolio and shall keep the Board informed of significant changes in the market value of the District's investment portfolio. Information sources may include financial/investment publications and electronic media, available software for tracking investments, depository banks, commercial or investment banks, financial advisers, and representatives/advisers of investment pools or money market funds. Monitoring shall be done at least quarterly, as required by law, and more often as economic conditions warrant by using appropriate reports, indices, or benchmarks for the type of investment.

**Monitoring Rating  
Changes**

In accordance with Government Code 2256.005(b), the investment officer shall develop a procedure to monitor changes in investment ratings and to liquidate investments that do not maintain satisfactory ratings.

**Funds/Strategies**

Investments of the following fund categories shall be consistent with this policy and in accordance with the applicable strategy defined below. All strategies described below for the investment of a particular fund should be based on an understanding of the suitability of an investment to the financial requirements of the District

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and consider preservation and safety of principal, liquidity, marketability of an investment if the need arises to liquidate before maturity, diversification of the investment portfolio, and yield.

<b>Operating Funds</b>	Investment strategies for operating funds (including any commingled pools containing operating funds) shall have as their primary objectives preservation and safety of principal, investment liquidity, and maturity sufficient to meet anticipated cash flow requirements.
<b>Custodial Funds</b>	Investment strategies for custodial funds shall have as their primary objectives preservation and safety of principal, investment liquidity, and maturity sufficient to meet anticipated cash flow requirements.
<b>Debt Service Funds</b>	Investment strategies for debt service funds shall have as their primary objective sufficient investment liquidity to timely meet debt service payment obligations in accordance with provisions in the bond documents. Maturities longer than one year are authorized provided legal limits are not exceeded.
<b>Capital Project Funds</b>	Investment strategies for capital project funds shall have as their primary objective sufficient investment liquidity to timely meet capital project obligations. Maturities longer than one year are authorized provided legal limits are not exceeded.
<b>Safekeeping and Custody</b>	The District shall retain clearly marked receipts providing proof of the District's ownership. The District may delegate, however, to an investment pool the authority to hold legal title as custodian of investments purchased with District funds by the investment pool.
<b>Sellers of Investments</b>	<p>Prior to handling investments on behalf of the District, a broker/dealer or a qualified representative of a business organization must submit required written documents in accordance with law. [See Sellers of Investments, CDA(LEGAL)]</p> <p>Representatives of brokers/dealers shall be registered with the Texas State Securities Board and must have membership in the Securities Investor Protection Corporation (SIPC), and be in good standing with the Financial Industry Regulatory Authority (FINRA).</p>
<b>Soliciting Bids for CDs</b>	In order to get the best return on its investments, the District may solicit bids for certificates of deposit in writing, by telephone, or electronically, or by a combination of these methods.
<b>Interest Rate Risk</b>	<p>To reduce exposure to changes in interest rates that could adversely affect the value of investments, the District shall use final and weighted-average-maturity limits and diversification.</p> <p>The District shall monitor interest rate risk using weighted average maturity and specific identification.</p>

**Internal Controls**

A system of internal controls shall be established and documented in writing and must include specific procedures designating who has authority to withdraw funds. Also, they shall be designed to protect against losses of public funds arising from fraud, employee error, misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by employees and officers of the District. Controls deemed most important shall include:

1. Separation of transaction authority from accounting and recordkeeping and electronic transfer of funds.
2. Avoidance of collusion.
3. Custodial safekeeping.
4. Clear delegation of authority.
5. Written confirmation of telephone transactions.
6. Documentation of dealer questionnaires, quotations and bids, evaluations, transactions, and rationale.
7. Avoidance of bearer-form securities.

These controls shall be reviewed by the District's independent auditing firm.

**Performance  
Measurement**

Weighted Average yield to maturity shall be the portfolio performance measurement standard for all investment reporting.

**Annual Review**

The Board shall review this investment policy and investment strategies not less than annually and shall document its review in writing, which shall include whether any changes were made to either the investment policy or investment strategies.

In conjunction with the annual financial audit, the District shall perform a compliance audit of management controls on investments and adherence to the District's established investment policies.

## Investment Strategy Statement

The Investment Strategy applies to the investment activities of the United Independent School District (the "District"). These strategies serve to satisfy the statutory requirement of chapter 2256, Texas Government Code ("the Public Funds Investment Act"), to define and approve investment strategies.

It is the policy of District that, giving due regard to the safety and risk of investment, all available funds shall be invested in conformance with State and Federal Regulation, applicable Loan documentation and Bond resolution requirements, adopted Investment Policy and adopted Investment Strategy.

In accordance with the Public Funds Investment Act, District investment strategies shall address the following priorities (in order of importance):

- Understanding the suitability of the investment to the financial requirements of District;
- Preservation and safety of principal;
- Liquidity;
- Marketability of the investment if the need arises to liquidate the investment prior to maturity;
- Diversification of the investment portfolio; and
- Yield.

Effective investment strategy development coordinates the primary objectives of District's Investment Policy and cash management procedures. Aggressive cash management to increase the available "investment period" will enhance the ability of District to earn interest income. Maturity selections shall be based on cash flow and market conditions to take advantage of interest rate cycles as viable and material revenue to all District funds. District's portfolio shall be designed and managed in a manner responsive to the public trust and consistent with the Investment Policy.

Each major Fund type has varying cash flow requirements and liquidity needs. Therefore specific strategies shall be implemented considering the Fund's unique requirements. District funds shall be analyzed and invested according to the following major Fund types:

- A. Operating Funds
- B. Agency Funds
- C. Debt Service Funds
- D. Capital Project Funds

## INVESTMENT STRATEGY

In order to minimize risk of loss due to interest rate fluctuations, investment maturities will not exceed the anticipated cash flow requirements of the Funds. The District shall take all prudent measures that are consistent with its investment policy to liquidate an investment that does not have the minimum rating required by law. Investment guidelines by Fund-type are as follows:

### A. Operating Funds

**Suitability** - Any investment eligible in the Investment Policy is suitable for Operating Funds.

**Safety of Principal** - All investments shall be of high quality securities with no perceived default risk. Market price fluctuations will occur. However, managing the weighted average days to maturity for the Operating Fund's portfolio to less than 180 days and restricting the maximum allowable maturity to one year will minimize the price volatility of the overall portfolio.

**Marketability** - Securities with active and efficient secondary markets are necessary in the event of an unanticipated cash flow requirement. Historical market "spreads" between the bid and offer prices of a particular security-type of less than a tenth of a percentage point will define an efficient secondary market.

**Liquidity** - The Operating Fund requires the greatest short-term liquidity of any of the Fund types. Short-term investment pools, money market accounts and money market mutual funds will provide daily liquidity and may be utilized as a competitive yield alternative to fixed maturity investments.

**Diversification** - Investment maturities should be staggered throughout the budget cycle to provide cash flow based on the anticipated operating needs of District. Diversifying the appropriate maturity structure out through one year will reduce market cycle risk.

**Yield** - Attaining a competitive market yield for comparable security-types and portfolio restrictions is the desired objective. The yield of an equally weighted, rolling six-month Treasury bill portfolio will be the minimum yield objective.

### B. Custodial Funds

**Suitability** - Any investment eligible in the Investment Policy is suitable for Custodial Funds.

**Safety of Principal** - All investments shall be of high quality securities with no perceived default risk. Market price fluctuations will occur. However, by managing weighted average days to maturity for the Investment Pool to less than 180 days and restricting the maximum allowable maturity to one year, the price volatility of the overall portfolio will be minimized.

**Marketability** - Securities with active and efficient secondary markets are necessary in the event of an unanticipated cash flow requirement. Historical market "spreads" between

the bid and offer prices of a particular security-type of less than a tenth of a percentage point will define an efficient secondary market.

**Liquidity** – Custodial Funds require reasonable short-term liquidity. Short-term investment pools, money market accounts and money market mutual funds will provide daily liquidity and may be utilized as a competitive yield alternative to fixed maturity investments.

**Diversification** - Investment maturities should be staggered throughout the budget cycle to provide cash flow based on the anticipated needs of District. Diversifying the appropriate maturity structure out through one year will reduce market cycle risk.

**Yield** - Attaining a competitive market yield for comparable security-types and portfolio restrictions is the desired objective. The yield of an equally weighted, rolling six-month Treasury bill portfolio will be the minimum yield objective.

### C. **Debt Service Funds**

**Suitability** - Any investment eligible in the Investment Policy is suitable for the Debt Service Fund.

**Safety of Principal** - All investments shall be of high quality securities with no perceived default risk. Market price fluctuations will occur. However, by managing Debt Service Funds to not exceed the debt service payment schedule the market risk of the overall portfolio will be minimized.

**Marketability** - Securities with active and efficient secondary markets are not necessary as the event of an unanticipated cash flow requirement is not probable.

**Liquidity** - Debt Service Funds have predictable payment schedules. Therefore investment maturities should not exceed the anticipated cash flow requirements. Investment pools, money market accounts and money market mutual funds may provide a competitive yield alternative for short term fixed maturity investments. A singular repurchase agreement may be utilized if disbursements are allowed in the amount necessary to satisfy any debt service payment. This investment structure is commonly referred to as a flexible repurchase agreement.

**Diversification** - Market conditions influence the attractiveness of fully extending maturity to the next “unfunded” payment date. Generally, if investment rates are anticipated to decrease over time, District is best served by locking in most investments. If the interest rates are potentially rising, then investing in shorter and larger amounts may provide advantage. At no time shall the debt service schedule be exceeded in an attempt to bolster yield.

**Yield** - Attaining a competitive market yield for comparable security-types and portfolio restrictions is the desired objective. The yield of an equally weighted, rolling three-month Treasury bill portfolio shall be the minimum yield objective.

D. **Capital Project Funds**

**Suitability** - Any investment eligible in the Investment Policy is suitable for Capital Project Funds.

**Safety of Principal** - All investments will be of high quality securities with no perceived default risk. Market price fluctuations will occur. However, by managing Capital Project Funds to not exceed the anticipated expenditure schedule the market risk of the overall portfolio will be minimized.

**Marketability** - Securities with active and efficient secondary markets are necessary in the event of an unanticipated cash flow requirement. Historical market "spreads" between the bid and offer prices of a particular security-type of less than a tenth of a percentage point will define an efficient secondary market.

**Liquidity** - Capital Project Fund programs have reasonably predictable draw down schedules. Therefore investment maturities should generally follow the anticipated cash flow requirements. Investment pools, money market accounts and money market mutual funds will provide readily available funds generally equal to one month's anticipated cash flow needs, or a competitive yield alternative for short term fixed maturity investments. A singular repurchase agreement may be utilized if disbursements are allowed in the amount necessary to satisfy any expenditure request. This investment structure is commonly referred to as a flexible repurchase agreement.

**Diversification** - Market conditions and arbitrage regulations influence the attractiveness of staggering the maturity of fixed rate investments for construction, loan and bond proceeds. Generally, when investment rates exceed the applicable cost of borrowing, District is best served by locking in most investments. If the cost of borrowing cannot be exceeded, then concurrent market conditions will determine the attractiveness of diversifying maturities or investing in shorter and larger amounts. At no time shall the anticipated expenditure schedule be exceeded in an attempt to bolster yield.

**Yield** - Achieving a positive spread to the cost of borrowing is the desired objective, within the limits of the Investment Policy's risk constraints. The yield of an equally weighted, rolling six-month Treasury bill portfolio will be the minimum yield objective for non-borrowed funds.



# UNITED INDEPENDENT SCHOOL DISTRICT

## Qualified Brokers

As per the Public Funds Investment Act and the District's investment policy, the District's qualified broker list is as follows:

Allstate Financial Services, LLC  
~~Bank of America~~ (Remove)  
BBVA Compass  
Duncan Williams  
Raymond James Financial  
Rice Financial  
SAMCO  
Wells Fargo

## Authorized Training Sources

As per the Public Funds Investment Act and the District investment policy, the District's authorized training sources list is as follows:

American Institute of Certified Public Accounts  
Council of Governments  
Government Finance Officers Association  
Government Finance Officers Association of Texas  
Government Treasurers' Organization of Texas (GTOT)  
Patterson & Associates  
PFM Assets Management LLC  
Texas Association of School Administrators  
Texas Association of School Boards  
Texas Association of School Business Officials  
Texas Society of Certified Public Accountants  
Texas State University  
University of North Texas



# UNITED INDEPENDENT SCHOOL DISTRICT AGENDA ACTION ITEM

**TOPIC:** Approval of Property Tax Refunds for the month of January 2020

**SUBMITTED BY:** Monica Madrigal, Tax Assessor/Collector **OF:** Tax Office

**APPROVED FOR TRANSMITTAL TO SCHOOL BOARD:** \_\_\_\_\_

**DATE ASSIGNED FOR BOARD CONSIDERATION:** February 19, 2020

**RECOMMENDATION:**

Staff recommends the UISD Board of Trustees approve the tax refunds as shown on the attached list.

**RATIONALE:**

As per Section 31.11 of the State Property Tax Code, refunds of \$500 or more to taxpayers require Board of Trustees approval. Attached is a list of refunds being requested and the reasons for the refunds. The refunds are considered a reduction of revenue and not a district expenditure.

**BUDGETARY INFORMATION:**

N/A

**BOARD POLICY REFERENCE AND COMPLIANCE:**

In accordance with Section 31.11 of the State Property Tax Code

**REFUNDS OVER \$500 FOR THE MONTH OF JANUARY 2020**

<b>ACCOUNT #</b>	<b>TAXPAYER</b>	<b>AMOUNT</b>	<b>TYPE OF REFUND</b>
0123500-9223540-OR	CORSAIR ROYALTY LTD	\$ 2,279.22	ERP
0483950-9224248-OR	PHIPPS MINERAL HOLDINGS LTD	\$ 1,916.95	OVR
0488083-9224248-OR	PHIPPS MINERAL HOLDINGS LTD	\$ 1,108.69	OVR
900-90371-034	B.P. NEWMAN INVESTMENT CO.	\$ 3,042.18	OVR
968-60011-130	CORELOGIC	\$ 1,053.03	ERP
	Total	\$ 9,400.07	

NOTE: OVR-IS AN OVER PAYMENT  
ERP-IS AN ERRONEOUS PAYMENT



## UNITED INDEPENDENT SCHOOL DISTRICT AGENDA ACTION ITEM

**Topic:** Approval of Awarding Bids, Proposals, and Qualifications

**Submitted by:** Ms. Cordelia Flores-Jackson **of:** Purchasing Department

**Approved for transmittal to school board:** February 19, 2020

**Recommendations:**

Staff recommends the UISD board of trustees approve the following Bids, Proposals, & Qualifications as presented:

**Information Technology Department :**

RFP 041-2019 E Rate (Year 23) Network Equipment for Various Schools

**Renewals:**

RFP 2016-056 E Rate 20 (Year 2017) Data Transmission Fiber Services & Internet Access

RFP 2018-065 Small Engine Parts and Repairs

RFP 2018-067 District-Wide Termite Control Services

**Rationale:**

Staff has complied with all applicable federal, state and local purchasing policies and procedures in obtaining pricing information for the items listed above. Staff is recommending the awards based on being the best value to the district.

**Budgetary Information:**

The budget includes the funds for these purchases

**Board Policy Reference and Compliance**

CH local – Purchasing and Acquisition

CH legal – Purchasing and Acquisition

CV Local – Facilities Construction

CV Legal – Facilities Construction

CVB Legal – Facilities Construction – Competitive Seal Proposals



# UNITED INDEPENDENT SCHOOL DISTRICT AGENDA ACTION ITEM

**TOPIC:** Approval of Additional Appraisers for the 2019-2020 School Year

**SUBMITTED BY:** David Garcia, Associate Superintendent **OF:** Human Resources Department

**APPROVED FOR TRANSMITTAL TO SCHOOL BOARD:** \_\_\_\_\_

**DATE ASSIGNED FOR BOARD CONSIDERATION:** February 19, 2020

**RECOMMENDATION:**

Administration is recommending that the United ISD Board of Trustees approve the following additional appraiser for the 2019-2020 School Year.

**RATIONALE:**

**BUDGETARY INFORMATION:**

**BOARD POLICY REFERENCE AND COMPLIANCE:**

**ADDITIONAL APPRAISERS, 2019-2020**

APPRAISER			CAMPUS/DEPT	ASSIGNMENT
GUZMAN	VANESSA	003	JOHN B. ALEXANDER HIGH SCHOOL	COORDINATOR, CAMPUS INSTR
MARTINEZ	REBECA	043	UNITED SOUTH MIDDLE SCHOOL	ASSISTANT PRINCIPAL
AYALA	GUADALUPE	046	CLARK MIDDLE SCHOOL	ASSISTANT PRINCIPAL
SALAS	MICHAEL	055	RAUL PERALES MIDDLE SCHOOL	ASSISTANT PRINCIPAL



# UNITED INDEPENDENT SCHOOL DISTRICT AGENDA ACTION ITEM

**TOPIC:** First and Final Reading of Policy DHE (LOCAL) Employee Standards of Conduct

Searches and Alcohol/Drug Testing

**SUBMITTED BY:** Gloria S. Rendon **OF:** Deputy Superintendent for Administration & Operations

**APPROVED FOR TRANSMITTAL TO SCHOOL BOARD:** \_\_\_\_\_

**DATE ASSIGNED FOR BOARD CONSIDERATION:** February 19, 2020

**RECOMMENDATION:** It is the recommendation that the United ISD board of Trustees approve the First and Final Reading of Policy DHE (LOCAL) Employee Standards of Conduct Searches and Alcohol/Drug Testing

**RATIONALE:**

**BUDGETARY INFORMATION:**

**POLICY REFERENCE & COMPLIANCE:**

EMPLOYEE STANDARDS OF CONDUCT  
SEARCHES AND ALCOHOL/DRUG TESTING

DHE  
(LOCAL)

**Statement of Purpose**

The District's greatest resource is its children and personnel, whose continued safety and health the Board is dedicated to protect. The Board has determined that there is a compelling need to eliminate illegal and unauthorized drug use, including but not limited to, the use and/or effects of alcohol and its deleterious effects in the workplace.

Because of the Board's compelling interest in providing a drug-free school setting and workplace, the objectives of this policy shall be to:

Create a safe environment for District students;

Create a safe and healthy working environment for District employees, visitors, and members of the public;

Reduce the opportunities for accidental injuries;

Provide employees with access to confidential counseling and/or rehabilitation programs;

Protect the property of the District;

Comply with the contractual obligations of applicable city, state, and/or federal grants and regulations; and

Protect the reputation and credibility of the District and its school system.

**Reasonable Suspicion Searches**

The District reserves the right to conduct searches when the District has reasonable cause to believe that a search will uncover evidence of work-related misconduct. Accordingly, employees shall have no expectation of privacy when reasonable suspicion exists. District employees and their personal items, including but not limited to, their work areas, lockers, and private vehicles on District premises or worksites used in District business shall be subject to search for prohibited/illegal drugs and/or weapons or other evidence of misconduct when reasonable suspicion of such exists.

**Limitations**

Reasonableness of a search shall depend on all circumstances. Except as otherwise authorized by law or policy, any search shall be justified initially by a reasonable suspicion, and the scope and conduct of the search shall be reasonably related to the circumstances that give rise to a search. If the employee refuses to allow a search of his or her belongings when there is reasonable suspicion to conduct the search, the District may take appropriate disciplinary measures up to and including termination.

**Factors**

Factors that may affect the reasonableness of the suspicion are:  
  
Specific observations of the appearance, behavior, speech, or body odors of an employee;

EMPLOYEE STANDARDS OF CONDUCT  
SEARCHES AND ALCOHOL/DRUG TESTING

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(LOCAL)

	<p>Impairment of an employee's motor ability, emotional or mental acuity, or equilibrium;</p> <p>The nature of any tip or information;</p> <p>The reliability of an informant;</p> <p>The degree of any corroboration; and</p> <p>Other factors contributing to the suspicion.</p>
<b>Observations and Reporting</b>	<p>Observations taking place immediately preceding, during, or immediately after the period of the workday that the employee is on duty may be given greater weight. As soon as reasonably practical, the employee's supervisor shall prepare a record documenting the observations or the evidence with which the supervisor was presented leading to reasonable suspicion.</p>
<b>Testing</b>	<p>An employee may be required to submit to a drug or alcohol test if there is individualized reasonable suspicion of drug or alcohol use. An employee shall not be required to undergo a drug or alcohol test without an express directive from an administrator who has received training in the requirements for conducting a warrantless search when there is individualized suspicion to require such a test.</p>
<b>Ordering</b>	<p>On the occurrence of a condition that authorizes a drug test to be required based on reasonable suspicion, the employee's immediate supervisor, with concurrence of the assistant superintendent of human resources or designee, may order the employee to submit to a drug test. The test may require but is not limited to a breath, urine, blood, or saliva sample. The District shall pay all fees for District-required testing at this stage. If the employee tests positive for alcohol or a prohibited drug, the employee may be suspended with or without pay and/or be subject to termination, subject to any required due process. During the suspension, the employee may use any eligible leave.</p>
<b>Searches of District Property</b>	<p>District-owned property is subject to search at all times. At least annually, notice shall be given to all employees that District vehicles, lockers for which personal locks have not been authorized, and other District property, including but not limited to classrooms, lockers, desks, computers, work areas, and closets are subject to search at all times.</p>
<b>Use of Dogs</b>	<p>Notice shall be given to all employees, at least annually, that all District facilities, equipment, and all privately owned vehicles parked on and around District premises or worksites, or used in District business, shall be subject to inspection by trained drug dogs, which may result in a search upon reasonable suspicion of the presence of any of the prohibited items listed above.</p>

EMPLOYEE STANDARDS OF CONDUCT  
SEARCHES AND ALCOHOL/DRUG TESTING

DHE  
(LOCAL)

The District may use trained dogs to sniff out and alert for the presence of concealed prohibited items, including but not limited to:

Weapons;

Any controlled substance or dangerous drug as defined by law, including but not limited to marijuana, any narcotic drug, hallucinogen, stimulant, depressant, amphetamine, or barbiturate;

Alcohol or any alcoholic beverage;

Any abusable glue, aerosol paint, or any other volatile chemical substance for inhalation; or

Any other intoxicant or mood-changing, mind-altering, or behavior-altering drugs.

If the dog alerts to an employee's motor vehicle or other belongings, reasonable suspicion shall be deemed to exist, and District administrators shall have the authority to search the employee's vehicle or other belongings, as the case may warrant. An administrator may also request a peace officer to conduct the search when the administrator is present for the search.

A peace officer may conduct a search when there is probable cause to do so. This policy is not to be interpreted to imply that probable cause does not exist when a dog alerts.

**Drug Screening New Hires and Current Employees**

At a time to be determined by the Superintendent or designee, all new hires or current employees who request reassignment as operators of motor vehicles, mechanics for such vehicles, or handlers of hazardous substances that, when not properly operated, maintained, or used, may reasonably result in serious bodily injury or property damage, shall be required to successfully pass a drug-screening test prior to employment or reassignment.

**Definitions**

For purposes of this policy, the following definitions shall apply:

**Operator**

Operator: Any District applicant for employment or current employee whose job duties and responsibilities include operating a motor vehicle on a frequent basis, including but not limited to bus drivers, maintenance workers, and support service drivers.

**Mechanic**

Mechanic: A District applicant or current employee whose job description includes the possibility of serving as a mechanic for motor vehicles in the District's transportation or maintenance departments.

**Handler**

Handler: A District applicant for employment or current employee whose job description includes the possibility, under normal operating conditions or foreseeable emergencies, of handling hazardous chemicals as defined by the Texas Health and Safety Code. It shall not apply to workers such as office workers or

EMPLOYEE STANDARDS OF CONDUCT  
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DHE  
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	<p>accountants who encounter hazardous chemicals only in nonroutine, isolated instances.</p>
<p><b>Safety-Sensitive Position</b></p>	<p>Safety-sensitive position: Operator, mechanic, and handler as defined above, as well as positions published annually by the District as being safety sensitive.</p>
<p><b>Accidents Not Involving DOT Testing</b></p>	<p>Any operator, mechanic, or handler not covered by Department of Transportation (DOT) drug- and alcohol-testing regulations shall be required to take a drug or alcohol test following an accident in a motor vehicle or during the performance of another safety-sensitive duty while at work or while conducting District business when the accident results in injury to a person or in damage or loss of property. The test sample shall be taken at the time of any medical treatment or as soon as possible after the accident.</p>
	<p>The testing shall be conducted by a certified laboratory chosen by the District. The laboratory shall be instructed to perform a second test in the event the first test is positive and to perform only tests relating to the presence of alcohol, prohibited drugs, or controlled substances; under no circumstances shall the laboratory be authorized to perform any additional tests.</p>
<p><b>Charges</b></p>	<p>An operator or mechanic who is criminally charged with selling drugs, possessing illegal drugs or alcohol, or using drugs shall be required to take a drug and/or alcohol test.</p>
<p><b>Random Drug / Alcohol Testing: Safety-Sensitive Positions</b></p>	<p>The District shall conduct random alcohol and/or drug testing of employees in safety-sensitive positions to prevent impaired employees from performing safety-sensitive functions and for the continued health and safety of the District's students. [See Definitions, above]</p>
	<p>Annually, the District shall notify each employee assigned to a safety-sensitive position of the employee's obligations regarding the random alcohol- and drug-testing program.</p>
<p><b>Screening Procedures</b></p>	<p>A certified laboratory chosen by the District shall conduct all alcohol and drug screening tests. In the event the first test is positive, the laboratory shall perform a second test on the sample to confirm the first test results. The laboratory shall take all necessary steps to ensure the reliability and confidentiality of the tests and shall be instructed to perform only tests relating to the presence of alcohol, prohibited drugs, or controlled substances. Under no circumstances shall the laboratory be instructed to perform any additional tests.</p>
	<p>Test results shall be placed in a sealed envelope in the employee's file. The results of the test shall be made known to the employee but shall otherwise be limited to those District employees or officers involved in employment decisions with a need to know and other persons under a court order. The District shall endeavor to</p>

EMPLOYEE STANDARDS OF CONDUCT  
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maintain the confidentiality of all test results. Such test results may, however, be used as evidence in due process hearings when properly introduced.

Alcohol and drug screening may require, but is not limited to, breath, urine, blood, or saliva samples.

Fees

The District shall pay all fees for any drug test required by the District other than those required by the District's Employee Assistance Program (EAP) or other rehabilitation program.

Test Results

Test results showing the presence of a prohibited drug or the presence of the same or higher levels of alcohol and/or controlled substances that are prohibited in the District's DOT testing program shall constitute a violation under this policy.

In the event a test result is positive, a second test using gas chromatography/mass spectrometry or a generally accepted scientifically equivalent method shall be conducted within 24 hours. The District shall require the testing laboratory to preserve all positive samples for not less than 90 days to allow accurate retesting.

Opportunity to Explain

Before action may be taken against any employee who tests positive for alcohol, prohibited drugs, or controlled substances, the employee shall be given the opportunity to explain such results and present medical evidence justifying the use of any therapeutic drugs. An employee shall be allowed, at the employee's expense, to retest any samples yielding a positive result. Any employee whose confirmation test is positive shall be informed within 72 hours of the District's receipt of final confirmation test results.

Violation of Policy

An employee shall be in violation of District policy and subject to disciplinary action up to and including termination when he or she:

Refuses to submit to a drug/alcohol test under this policy;

Has test results that meet or exceed the standards established for DOT testing. DOT standards shall not be limited to cases involving accidents; ~~or~~

Possesses, uses, or is under the influence of alcohol, prohibited drugs, or controlled substances in the workplace. An employee need not be "legally intoxicated" to be considered under the influence of alcohol or drugs. [See also DF]

~~Has a test result showing the presence of any amount of alcohol in his or her system.~~

~~Such employees shall be subject to disciplinary action up to and including termination.~~

EMPLOYEE STANDARDS OF CONDUCT  
SEARCHES AND ALCOHOL/DRUG TESTING

DHE  
(LOCAL)

**Rehabilitation**

Only those employees not subject to DOT regulations who receive a positive test result conducted through random testing and who continue to be employed by the District shall be:

Referred to an EAP or shall enroll in another District-approved rehabilitation program, which shall provide counseling and measure treatment progress with further testing and monitoring.

Subject to retesting to be scheduled by the physician after 30 days of enrollment in a program.

Subject to frequent and unannounced testing for the presence of drugs or alcohol in accordance with the EAP or rehabilitation procedures.

Subject to random testing as frequently as monthly for a period of one year following successful completion of the rehabilitation program.

Terminated from employment following a second positive test result.

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**Note:** Breath, blood, saliva, or urine may be used for testing related to the rehabilitation program.

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**Suspension of  
Duties**

Mandatory participation in the EAP or other District-approved program shall require suspension of safety-sensitive duties as defined by this policy until such time as the employee is cleared to resume such duties, but not sooner than 30 calendar days. During the suspension, other duties may be assigned outside the employee's normal job description. If an employee cannot be reassigned during this period, he or she may be suspended from employment pending the successful completion of the rehabilitation program. Suspension shall be without pay, subject to any required due process, for the initial 30 days. Thereafter, in the interest of supporting necessary rehabilitation extending beyond 30 days, the District may convert the suspension without pay, on a case-by-case basis, to suspension with pay for any or all of the period in which the employee is successfully undergoing necessary and extended rehabilitation.

The cost of participation in a rehabilitation program shall be the responsibility of the employee, and continued employment shall be contingent upon participation and successful completion of the program. The District's physician must also clear the employee to resume duties.

**Dismissal Under  
Rehabilitation**

For any employee not subject to the DOT regulations, the District's Board shall afford the opportunity to undergo rehabilitation without termination of employment following a positive test result conducted through random testing if the

EMPLOYEE STANDARDS OF CONDUCT  
SEARCHES AND ALCOHOL/DRUG TESTING

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employee is successfully participating in a rehabilitation program described above. An employee who refuses to undergo rehabilitation or does not satisfactorily comply with the requirements of the rehabilitation program shall be subject to termination.

Consequences of  
Positive Test  
Results

In addition to the consequences established by federal law, a District employee subject to DOT requirements confirmed to have violated the District's policy pertaining to alcohol or controlled substances shall be subject to termination. [See DF series]

Consequences for  
Violation of  
Prohibitions

An employee subject to DOT requirements whose conduct is in violation of the alcohol and controlled substances prohibitions of this policy shall be terminated for:

Refusing to submit to a required test for alcohol or controlled substances.

Providing an adulterated, diluted, or a substituted specimen on an alcohol or drug test.

Testing positive for alcohol, at a concentration of 0.02 or above, in a postaccident test.

Testing positive for controlled substances in a postaccident test.

Testing positive for alcohol, at a concentration of 0.02 or above, in a random test.

Testing positive for controlled substances in a random test.

Testing positive for alcohol, at a concentration of 0.02 or above, in a required confirmation test.

Testing positive for controlled substances in a required confirmation test.

Testing positive for alcohol, at a concentration of 0.02 or above, in a reasonable suspicion test.

Testing positive for controlled substances in a reasonable suspicion test.

Privacy

In all aspects of administering the drug- and alcohol-testing program, the District shall respect the employee's privacy.



# UNITED INDEPENDENT SCHOOL DISTRICT AGENDA ACTION ITEM

**TOPIC:** Approval of CTE Innovative State Course – Occupational Safety & Environmental Technology I

**SUBMITTED BY:** Angelica Sanchez, Director of Career and Technical Education

**OF:** Curriculum and Instruction Department

**APPROVED FOR TRANSMITTAL TO SCHOOL BOARD:** \_\_\_\_\_

**DATE ASSIGNED FOR BOARD CONSIDERATION:** February 19, 2020

**Recommendation:**

The CTE department is requesting board approval to allow UISD to offer the following state innovative course at all high schools beginning in the 2020-2021 school year.

**Rationale:**

This course will allow students an opportunity to earn the OSHA 30 General Industry Certification, which will provide them with an edge in obtaining the knowledge of workplace and job site safety as they enter the workforce.

In addition, successful completion of the OSHA 30 General Industry certification allows high school campuses to earn a CCMR point per student for state accountability purposes.

**Budgetary Information:**

None

**Board Policy Reference and Compliance:**

EHBJ (LEGAL)



## Approved Innovative Course

- Districts must have local board approval to implement innovative courses
- Innovative courses may meet state elective credit only
- CTE Innovative courses may not be the final course in a coherent sequence for an endorsement
- Course requirements must be met without modification

Course: Occupational Safety & Environmental Technology I

PEIMS Code: N1303680

Abbreviation: OSET1

Grade Level(s): 9-12

Number of Credits: 1.0

### Course description:

During Occupational Safety & Environmental Technology (OSET) I, students will investigate the field of Occupational Safety and Health Administration and Environmental Technology, which is charged with the tasks of ensuring that business and industry provide a safe workplace, free from hazards and bringing about a reduction in the occurrence of job related injuries and fatalities. Students will use safety resources and discover procedures for collaborating with business and industry regarding ways to increase employee safety and health, reduce workers' compensation insurance costs and medical expenses, decrease payout for return-to-work programs, reduce faulty products, and lower costs for job accommodations for injured workers.

The sequence of OSET courses provides students with the knowledge and skills to enter business and industry under OSET/OSHA. Students will be prepared to investigate hazards and create plans of action to address hazard controls for employers.

### Essential knowledge and skills:

Occupational Safety and Environmental Technology (OSET) I – Workplace Safety & Health Management (One Credit).

- (a) General Requirements. Recommended prerequisite: Principles of Transportation Systems, Principles of Distribution and Logistics, or Principles of Manufacturing. This course is recommended for students in Grades 9-12.
- (b) Introduction.
  - (1) Career and technical education instruction provides content aligned with challenging academic standards and relevant technical knowledge and skills for students to further their education and succeed in current or emerging professions.
  - (2) The Manufacturing Career Cluster focuses on planning, managing, and performing the processing of materials into intermediate or final products and related



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professional and technical support activities such as production planning and control, maintenance, and manufacturing/process engineering.

- (3) Students investigate the field of Occupational Safety and Health Administration (OSHA), which is charged with the tasks of ensuring that businesses provide a safe workplace that is free from recognized hazards, promoting health and safety in the workplace, and reducing the occurrence of on the job injuries, illnesses, and fatalities. Students will use safety resources and discover procedures for collaborating with business and industry regarding ways to increase employee safety and health.
  - (4) Students are encouraged to participate in extended learning experiences such as career and technical student organizations and other leadership or extracurricular organizations.
  - (5) Statements that contain the word "including" reference content that must be mastered, while those containing the phrase "such as" are intended as possible illustrative examples.
- (c) Knowledge and skills.
- (1) The student demonstrates professional standards/employability skills as required by business and industry. The student is expected to:
    - (A) identify career development and entrepreneurship opportunities in occupational safety and environmental technology;
    - (B) identify careers in occupational safety and environmental technology;
    - (C) apply competencies related to resources, information, interpersonal skills, problem solving, critical thinking, and systems of operation in occupational safety and environmental technology;
    - (D) discuss certification opportunities;
    - (E) identify employers' expectations, appropriate work habits, ethical conduct, legal responsibilities, and good citizenship skills; and
    - (F) explore career goals, objectives, and strategies as part of a plan for future career opportunities.
  - (2) The student understands the legal responsibilities of work safety in a hazardous work environment. The student is expected to:
    - (A) apply critical thinking and event analysis from a legal or liability standpoint to make workplace safety decisions inside and outside the classroom;
    - (B) research safety information and convey findings to others;
    - (C) estimate the direct cost of work-related hazard on employees; and
    - (D) investigate the indirect cost of work-related hazards on employers.
  - (3) The student identifies hazardous substances that lead to injury and illness on the job. The student is expected to:



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- (A) identifies various hazardous substances that are found in workplace settings;
  - (B) determine short- or long-term cost effects of exposure to hazardous substances; and
  - (C) differentiate between health issues caused by workplace factors and those health issues arising from pre-existing condition(s).
- (4) The student describes the process of adopting safety measures. The student is expected to:
- (A) explain the importance of controlling workplace hazards at the source whenever possible;
  - (B) develop training programs and promote understanding of health and safety guidelines in the employment setting by improving workplace health and safety program and safety awareness; and
  - (C) recommend safety accessories such as safety glasses, face shields, aprons, and gloves as appropriate.
- (5) The student understands the role of a health and safety representative. In a simulated inspection environment, the student is expected to:
- (A) communicate professionally by
    - (i) adapting language for audience, purpose, situation, and intent;
    - (ii) organizing oral and written information;
    - (iii) interpreting and communicating information, data, and observations;
    - (iv) delivering formal and informal presentations;
    - (v) applying active listening skills;
    - (vi) developing and interpreting tables, charts, and figures;
    - (vii) listening to and speaking with diverse individuals; and
    - (viii) exhibiting public relations skills;
  - (B) conduct surveys and inquiries that lead to plans of action;
  - (C) discuss the processes for reporting a hazard to appropriate parties such as union, supervisor, or advisory committee;
  - (D) examine the relationship between self, community, environment, and consequences of actions; and
  - (E) develop safety and wellness guidelines to improve workplace safety and health program/awareness.
- (6) The student describes the scope of the science of ergonomics. The student is expected to:
- (A) define ergonomics;
  - (B) summarize the history of the science of ergonomics;
  - (C) describe three organizational domains of ergonomics; and



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- (D) apply the science of ergonomics across other fields.
- (7) The student identifies ergonomic problems in a variety of workplace settings. The student is expected to:
- (A) evaluate potential issues related to posture in a workplace setting;
  - (B) apply OSHA's Video Display Terminal (VDT) checklist to a workplace setting; and
  - (C) evaluate elements of a user-friendly computer station.
- (8) The student relates body systems to the study of ergonomics. The student is expected to:
- (A) describe primary body systems analyzed in the study of ergonomics;
  - (B) demonstrate the mechanism of muscular contraction;
  - (C) explain energy transformation for muscular activity;
  - (D) explain the functions of the musculoskeletal system; and
  - (E) describe muscular fatigue, strength, innervation, and reflexive movements.
- (9) The student identifies workplace conditions that lead to types of work-related musculoskeletal disorders (WMSDs). The student is expected to:
- (A) analyze the two classifications, type A and type B, of occupational work;
  - (B) evaluate conditions that can occur due to fatigue in work; and
  - (C) describe in biological terms the fatigue conditions associated with static work
  - (D) compare work-related musculoskeletal disorders (WMSDs) and explain the three stages of WMSDs; and
  - (E) classify occupational factors and risk symptoms for WMSDs.
  - (F) .
- (10) The student applies principles of prevention to work-related musculoskeletal disorders. The student is expected to:
- (A) describe principles of arrangement that ensure a functional workplace; and
  - (B) describe environmental factors such as tools and equipment, working conditions, and possible safety hazards.



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- (11) The student explains the fundamentals of using professional and regulatory resources. The student is expected to:
- (A) analyze landmark regulatory actions responsible for enforcing public safety;
  - (B) compare four types of product liability classifications from a legal perspective;
  - (C) determine the necessary components of a warning label or signage for a physically intensive job;
  - (D) revise an ergonomic workplace design based on OSHA recommendations; and
  - (E) evaluate professional and regulatory resources such as state and federal laws and rules, safety plans, and emergency plans.
- (12) The student designs workspaces to reduce work related risks. The student is expected to:
- (A) describe personal risk factors that are important in providing training recommendations and administrative controls for WMSDs;
  - (B) propose multiple design solutions with attention to factors such as sophistication, cost, and time to implementation; and
  - (C) produce workplace safety design solutions including immediate, interim, and long-term solutions.
- (13) The student explores successful safety management. The student is expected to:
- (A) examine and evaluate management involvement in ensuring a safe working environment for all employees;
  - (B) identify the responsibilities of management, safety and health professionals, first-line supervisor, and worker regarding safety management; and
  - (C) explain management and supervisory accountability regarding workplace safety.
- (14) The student develops an understanding of elements of a written safety and health program. The student is expected to:
- (A) explain the necessity of a comprehensive safety program;
  - (B) describe the requirements and elements of OSHA guidelines for a safety and health program; and



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- (C) conduct and revise emergency and medical plans through mock emergency and medical drills.
- (15) The student evaluates methods to reduce sources of workplace hazards in order to promote a safe working environment. The student is expected to:
- (A) describe hazard identification steps including inventory, work site inspection, review of the potential dangers associated with various materials and chemicals found in workplaces;
  - (B) perform a root cause analysis and describe the methods associated with the analysis;
  - (C) identify accident types such as those caused by human error, preventable, and life-threatening; and
  - (D) describe the elements of a workplace health program.
- (16) The student demonstrates knowledge of workplace security and violence. The student is expected to:
- (A) describe strategies to enhance workplace security and prevent workplace violence;
  - (B) outline hazard prevention and control;
  - (C) discuss training and education components of a safety program; and
  - (D) identify and discuss types of workplace violence events and prevention strategies.

### Description of specific student needs this course is designed to meet:

This course addresses a special need in business and industry for highly skilled and trained employees who can manage and oversee health and safety concerns in a variety of employment settings in today's work environment. Students will learn about all aspects of health and safety in the workplace, including but not limited to, providing employee training for safety purposes; understanding the human element involved in safety; demonstrating an understanding of controlling hazardous materials; and employing proper investigative techniques when work related accidents occur. OSET I meets the needs of students entering the workplace under the umbrella of Occupational Safety and Environmental Technology.

### Major resources and materials:

Textbooks, instructional materials, and an on-site computer lab will be provided for this course/program.



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Oakley, Jeffrey S. *Accident Investigation Techniques*. American Society of Safety Engineers, 2012.

Reese, Charles D. *Occupational Health and Safety Management: A Practical Approach*. CRC Press, 2016.

### Suggested methods for evaluating student outcomes:

Measures of success will be determined from daily participation, class work, projects and exams.

### Teacher qualifications:

Secondary Industrial Arts: Grades 6-12

Secondary Industrial Technology: Grades 6-12

Technology Education: Grades 6-12

Trade and Industrial Education: Grades 6-12 with appropriate work approval as identified on the certificate

Trade and Industrial Education: Grades 8-12 with appropriate work approval as identified on the certificate

Vocational Trades and Industry. This assignment requires appropriate work approval.

### Additional information:



# UNITED INDEPENDENT SCHOOL DISTRICT AGENDA ACTION ITEM

**TOPIC:** Approval of Additional Class Size Waivers for the 2019-2020 School Year

**SUBMITTED BY:** Gloria S. Rendon **OF:** Deputy Superintendent for Administration and Operations

**APPROVED FOR TRANSMITTAL TO SCHOOL BOARD:** \_\_\_\_\_

**DATE ASSIGNED FOR BOARD CONSIDERATION:** February 19, 2020

## **RECOMMENDATION:**

A district must submit a request for a class size exception for any classrooms in kindergarten - fourth grade that exceed the 22 students class size limit ([Texas Education Code §25.112](#)). The district's board of trustees must approve this request within 30 days after the class size was exceeded.

<u>Campus</u>	<u>Number of Waivers/Grade</u>
---------------	--------------------------------

Muller	1(1st), 1 4(th)
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**Total:**                    2

## **RATIONALE:**

## **BUDGETARY INFORMATION:**

## **BOARD POLICY REFERENCE AND COMPLIANCE:**

WAIVER HISTORY 2017 on

	2017-2018	2018-2019	2019-2020
CAMPUS			
ARNDT		4 (K)	
CLARK	2 (4th)	3 (K)	
COL. SANTOS			1 (1st), 2 (3rd)
CUELLAR		2 (4th)	
FINLEY		2 (K)	
GUTIERREZ			3 (3rd)
JUAREZ			
KAZEN		3(1st)	
KENNEDY	2 (K)		
DELLANO	1 (k), 1 (4th)		2 (k)
MULLER	2(1st)		5 (1st) (1 (1st) 1(4th)
NEWMAN			2 (1st)
NYE			1 (3rd)
PEREZ			
PRADA		4 (K)	
ROOSEVELT	1 (3rd)	4 (1st)	
RUIZ	1 (1st)	1 (1st)	
SALINAS	4 (kinder)	1 (1st)	2(K), 1 (1st), 2(3rd)
TRAUTMANN		2(K), 1 (3rd), 2 (4th)	4 (2nd)
ZAFFIRINI	2 (kinder)	3(K)	
BORCHERS			1 (1st)
GARCIA	1(1st), 4(2nd)		2(1st), 2 (2nd)
CENTENO		1 (K), 5 (1st)	
MALAKOFF	1 (2nd) -1 (1st)		
KILLAM	4(1st), 3 (3rd), 2(4th)	2(1st), 2 (4th)	
FASKEN			
VETERANS			
San Isidro		2 (2nd)	
FREEDOM		2 (1st)	
Total	29 (3) added 11/15/17	46	30 added 2/19/20



# UNITED INDEPENDENT SCHOOL DISTRICT AGENDA ACTION ITEM

**TOPIC:** Approval of Expedited State Waiver in the Area of Staff Development

for the 2020-21 School Year

**SUBMITTED BY:** Gloria S. Rendon **OF:** Office of the Superintendent

**APPROVED FOR TRANSMITTAL TO SCHOOL BOARD:** \_\_\_\_\_

**DATE ASSIGNED FOR BOARD CONSIDERATION:** February 19, 2020

**RECOMMENDATION:**

It is recommended that the United ISD Board of Trustees approve the following Expedited State Waiver applications in the following areas:

Staff Development 2020-21: This waiver allows the District to train staff on various educational strategies designed to improve student performance in lieu of 2,100 minutes of instruction:

September 4, 2020

January 5, 2021

January 18, 2021

February 22, 2021

**RATIONALE:**

**BUDGETARY INFORMATION:**

**BOARD POLICY REFERENCE AND COMPLIANCE:**



# UNITED INDEPENDENT SCHOOL DISTRICT AGENDA ACTION ITEM

**TOPIC:** Approval of Application for Expedited State Waiver for Accelerated Instruction after Third

STAAR Administration for Student Success Initiative

**SUBMITTED BY:** Gloria S. Rendon **OF:** Office of the Superintendent

**DATE ASSIGNED FOR BOARD CONSIDERATION:** February 19, 2020

## **RECOMMENDATION:**

As part of the Student Success Initiative (SSI), districts and charter schools are required to provide accelerated instruction to students in grades 5 and 8 who do not demonstrate proficiency on the STAAR reading and/or mathematics tests. This accelerated instruction must occur after each administration of the test, including the third administration. A student may advance to or be placed in the next grade level only if (1) he or she completes all accelerated instruction required by the grade placement committee (GPC), and (2) the GPC determines, by unanimous decision, that the student is likely to perform at grade level at the end of the next school year given additional accelerated instruction during the course of the year.

## **RATIONALE:**

To assist districts in meeting the accelerated instruction provision after the third administration of the test, the agency is allowing districts to apply for a waiver to adjust the timeline for providing accelerated instruction to students who fail the third administration. The waiver will be granted if districts meet certain conditions, including identifying and documenting the intensive instruction a student needs, targeting this instruction to the reporting categories on which the student was weak, and ensuring that this instruction is completed during the first six weeks of school. In addition to this intensive accelerated instruction, districts must develop an accelerated instruction plan that will provide the student with ongoing instructional support during the entire school year.

After the third administration, accelerated instruction will continue during the first six weeks of the following school year since summer school ends in July.

## **RATIONALE:**

## **BUDGETARY INFORMATION:**

## **BOARD POLICY REFERENCE AND COMPLIANCE:**



# UNITED INDEPENDENT SCHOOL DISTRICT AGENDA ACTION ITEM

**TOPIC:** Approval of Expedited State Waiver for Teacher Data Portal of the Texas Assessment Management System

**SUBMITTED BY:** Gloria S. Rendon **OF:** Office of the Superintendent

**DATE ASSIGNED FOR BOARD CONSIDERATION:** February 19, 2020

## RECOMMENDATION:

### Teacher Data Portal of the Texas Assessment Management System

This waiver allows the District to apply for a waiver of participation in the teacher portal component of the Texas Assessment Management System. The local data portal must be accessible to all teachers in the core subject areas (reading/English Language Arts, mathematics, science, and social studies) and must allow teachers to view their own students' assessment data. Student data must be available from the 2007–2008 school year forward and include data indicating progress in student achievement. The DMAC system, which the district utilizes, meets all of the requirements.

The waiver request is for the following school years:

- 2020-2021
- 2021-2022
- 2022-2023

## RATIONALE:

## BUDGETARY INFORMATION:

## BOARD POLICY REFERENCE AND COMPLIANCE:



# UNITED INDEPENDENT SCHOOL DISTRICT AGENDA ACTION ITEM

TOPIC: Donations

SUBMITTED BY: Roberto J. Santos of Superintendent

APPROVED FOR TRANSMITTAL TO SCHOOL BOARD: \_\_\_\_\_

DATE ASSIGNED FOR BOARD CONSIDERATION: February 19, 2020

**RECOMMENDATION:** It is recommended that the Board of Trustees graciously accept the following, donation(s) and this will be attached to the minutes.

The following are donations of \$1000 or more

1. United South High School Cheerleaders received a donation of \$10,854.00 from the USHS Cheer Booster Club to be used to cover hotel and meal expenses during the NCA National Competition trip.
2. Raul Perales Middle School Cheerleaders received a donation of \$3,850.00 from the Perales MS Cheer Booster Club to pay for bus expense for Cheer Competition.
3. Raul Perales Middle School Cheerleaders received a donation of \$1,525.82 from the Perales MS Cheer Booster Club to pay for hotel expense during Cheer Competition.

The following are donations under \$1000

**Grand Total: \$16,229.82**

**RATIONALE:** Enclosed you will find the attachments that coincide with the donations

**BUDGETARY INFORMATION:** No Budget Impact

**BOARD POLICY REFERENCE & COMPLIANCE:** This is in compliance and in accordance with Board Policy CDC: Other Revenues, Grants from Private Sources

# Donation Letter

To: United South High School

Form: United South High School Cheer Booster club

To Whom It May Concern,

The United South High School Cheer Booster Club is pleased to donate the following funds to the United South High School Cheerleaders. A total of \$10,854 is being donated to the USHS cheerleaders for the following, \$7,200 will be donated to cover the cost for the Hotel and 3,654 for student's meal needs during the NCA national competition trip. If you should have any questions please do not hesitate to contact me via phone 956 693-0270 or email [emsaldana1@gmail.com](mailto:emsaldana1@gmail.com).

Respectfully,

Erika Saldaña

President USHS Cheer Booster



# UNITED INDEPENDENT SCHOOL DISTRICT

Roberto J Santos  
Superintendent

To: Roberto J Santos, Superintendent

From: Martha Alvarez, Principal

Date: 01/17/2020

Re: Donations

We would like to acknowledge the generous donations given to Raul Perales Middle School. We respectfully request that these item be placed on the agenda for the next board meeting for approval:

**R.P.M.S. Cheer Booster donated \$3,850.00 to Cheer to pay for Bus Expense for January 31 and February 1, 2020 Competition.**

Raul Perales Middle School would like to thank the mentioned organization for their generosity and their support of our Cheer at Raul Perales Middle School.

Thank you.



**Raul Perales Middle School  
Martha Alvarez, Principal**

410 EG Ranch Rd. • Laredo, Texas 78043 • (956) 473-6800 • Fax (956) 473-6899



# UNITED INDEPENDENT SCHOOL DISTRICT

Roberto J Santos  
Superintendent

To: Roberto J Santos, Superintendent

From: Martha Alvarez, Principal

Date: 01/28/2020

Re: Donations

We would like to acknowledge the generous donations given to Raul Perales Middle School. We respectfully request that these item be placed on the agenda for the next board meeting for approval:

**R.P.M.S. Cheer Booster donated \$1,525.82 to Cheer to pay for Hotel Expense for January 31 and February 1, 2020 Competition.**

Raul Perales Middle School would like to thank the mentioned organization for their generosity and their support of our Cheer at Raul Perales Middle School.

Thank you.



**Raul Perales Middle School  
Martha Alvarez, Principal**

410 EG Ranch Rd. • Laredo, Texas 78043 • (956) 473-6800 • Fax (956) 473-6899



# UNITED INDEPENDENT SCHOOL DISTRICT AGENDA ACTION ITEM

**TOPIC:** Approval of Board Minutes for the Months of December 2019 and January 2020

**SUBMITTED BY:** Alejandra Salinas / Griselda Rodriguez **OF:** Superintendent's Secretary

**APPROVED FOR TRANSMITTAL TO SCHOOL BOARD:** \_\_\_\_\_

**DATE ASSIGNED FOR BOARD CONSIDERATION:** February 19, 2020

**RECOMMENDATION:**

It is recommended that the United ISD Board of Trustees approve the Board Meeting Minutes for:

- Public Hearing – December 10, 2019
- Regular Board Meeting – December 18, 2019
- Regular Board Meeting – January 22, 2020

**RATIONALE:**

State law requires the Board to prepare and keep minutes of its open meeting Govt. Code § 551.021. The minutes are public records available for public inspection and copying upon request to the Superintendent or his designee. Govt. Code § 551.022.

**BUDGETARY INFORMATION:**

No Budget Impact

**POLICY REFERENCE & COMPLIANCE:**

This is in compliance and in accordance with Board Policy BE and BE (LOCAL).

Public Hearing – Schools FIRST  
The State of Texas  
United Independent School District  
The County of Webb

December 10, 2019

**In Attendance**

Roberto J. Santos, Superintendent of Schools

**Board of Trustees**

Ramiro Veliz, III – President – PRESENT (Arrived at 12:24 p.m.)  
Javier Montemayor, Jr. – Vice President - PRESENT  
Ricardo “Rick” Rodriguez – Secretary –ABSENT  
Ricardo Molina, Sr. – Parliamentarian - ABSENT  
Judd Gilpin – Member – PRESENT  
Aliza Flores Oliveros – Member – PRESENT (Arrived at 12:24 p.m.)  
Juan Roberto Ramirez – Member – ABSENT

A Public Hearing on Schools FIRST of the Board of Trustees of United I.S.D. was held on Tuesday, December 10, 2019 at the Student Activity Complex, Fine Arts Building Room #1, 5208 Santa Claudia Lane, Laredo, TX 78043.

**I. Roll Call, Call to Order**

*Javier Montemayor called the Public Hearing to order at 12:17 p.m.*

**II. Open Public Hearing**

*Javier Montemayor asked for motion to open Public Hearing*

*Mr. Judd Gilpin made a motion to open Public Hearing*

*Mr. Javier Montemayor – Second motion to open Public Hearing*

**III. Overview of Schools FIRST (Financial Integrity Rating System of Texas)**

*Mr. Sam Flores stated the information being presented was for the 2017-2018 fiscal year and mentioned that UISD received an “Above Standard” opinion. Mr. Flores proceeded to explain the rating system and presented information regarding the Schools FIRST. Presentation available upon request.*

**IV. School District's Rating – Superior**

*Mr. Sam Flores explained the rating system.<sup>66</sup>*

**V. Public Comments on the Report**

*No Public Comments*

**VI. Adjournment**

*Mr. Judd Gilpin made a motion to adjourn*

Motion:            So Move  
  
Moved by:        Judd Gilpin  
Seconded by:    Javier Montemayor  
Discussion:       None  
In Favor:         Unanimous

*Public Hearing was adjourned at 12:34 p.m.*

**There being no further business before the Board of Trustees, the Public Hearing on Schools FIRST of December 10, 2019, was adjourned at 12:34 p.m.**

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Ramiro Veliz, III, President

---

Ricardo Rodriguez, Secretary

Minutes submitted by: *Alejandra Salinas*, Superintendent's Secretary

Regular Board Meeting  
The State of Texas  
United Independent School District  
The County of Webb

December 18, 2019

**In Attendance**

Roberto J. Santos, Superintendent of Schools

**Board of Trustees**

Ramiro Veliz, III – President – PRESENT  
Javier Montemayor, Jr. – Vice President - PRESENT  
Ricardo "Rick" Rodriguez – Secretary –ABSENT  
Ricardo Molina, Sr. – Parliamentarian - PRESENT  
Judd Gilpin – Member – PRESENT  
Aliza Flores Oliveros – Member – ABSENT  
Juan Roberto Ramirez – Member – PRESENT

A Regular Board Meeting of the Board of Trustees of United I.S.D. was held on Wednesday, December 18, 2019 in the United ISD – Student Activity Complex, Fine Arts Building, 5208 Santa Claudia Lane, Laredo, TX 78043.

- I. **An announcement was made by the Board Vice-President, calling the meeting of the United Independent School District to order at 6:00 p.m. The record showed that a quorum of Board members was present, that the meeting had been duly called, and that notice of the meeting had been posted in accordance with the Texas Open Meeting Act, Texas Government Code Chapter 551.**
- II. **Pledge of Allegiance**
  - A. **Honor the Texas Flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.**
- III. **Public Comments: Comments are limited to three minutes per speaker. The Board Parliamentarian will be the timekeeper and will inform the speaker when they have one (1) remaining minute. No more than three (3) persons will be allowed to speak on any side of an issue. Should there be more than three (3) people who wish to speak on a particular issue they need to select not more than three (3) representatives to speak for them. Comments must address items listed on the agenda. The presiding officer or designee shall determine whether a person who wishes to address the Board has attempted to solve a matter administratively. If not, the person shall be directed to the appropriate policy, as noted in BED (LOCAL), to seek resolution before bringing the matter to the Board at a subsequent meeting. Pursuant to 551.042 of the Texas Government Code, no Board Member or Administrator may respond to a member of the public, unless such response is a recitation of District policy or a statement of specific factual information. When a speaker comes to the podium, please indicate what agenda item you will be addressing. Furthermore, please refrain from mentioning any**

employee's name and any complaint about any employee's duties or responsibilities should be channeled through the appropriate grievance policy. Additionally, pursuant to board policies BED (LEGAL) and BED (LOCAL), drifting from the stated topic or becoming disruptive shall result in a warning from the board president. A second violation will result in forfeiture of your allotted time and removal from the board meeting. Disruptions include speaking on behalf of or against a person running for political office, promotion of a for-profit organization, or advertisement of products or services to the Board.

#### IV. Recognitions

##### A. LAW ENFORCEMENT AGENCIES – PUBLIC SAFETY ASSISTANCE

- Laredo Police Department
- Texas Department of Public Safety
- Webb County Constable – Pct. 2
- Webb County Constable – Pct. 4

##### B. PARTNERS FOR SCHOLARS – DANCING WITH THE STARS GRAND CHAMPION & PEOPLE'S CHOICE AWARD

##### C. ITV DEPARTMENT – MARCOM VIDEO CONTEST

##### D. LYNDON B. JOHNSON HIGH SCHOOL – AP SCHOLARS

##### E. UNITED SOUTH HIGH SCHOOL – AP SCHOLARS

##### F. UNITED SOUTH HIGH SCHOOL – TENNIS TEAM – BI-DISTRICT CHAMPIONS / AREA FINALIST

##### G. UNITED SOUTH HIGH SCHOOL – VARSITY FOOTBALL TEAM – 29-6A DISTRICT CHAMPIONS

##### H. UNITED HIGH SCHOOL – AP SCHOLARS

##### I. UNITED HIGH SCHOOL – TENNIS TEAM – BI-DISTRICT CHAMPIONS / AREA FINALIST

##### J. UNITED HIGH SCHOOL – VOLLEYBALL TEAM – 29-6A CHAMPIONS – BI-DISTRICT CHAMPIONS – AREA CHAMPIONS – REGIONAL QUARTERFINALIST

##### K. UNITED HIGH SCHOOL CROSS COUNTRY – UIL STATE QUALIFIER

##### L. UNITED HIGH SCHOOL – VARSITY FOOTBALL TEAM – REGIONAL SEMI-FINALIST

##### M. ALEXANDER HIGH SCHOOL – AP SCHOLARS

##### N. ALEXANDER HIGH SCHOOL – TENNIS TEAM – DISTRICT CHAMPIONS – REGIONAL SEMI-FINALIST – SWEET 16

##### O. ALEXANDER HIGH SCHOOL – VOLLEYBALL TEAM – BI-DISTRICT CHAMPIONS – AREA CHAMPIONS – REGIONAL QUARTERFINALIST

**V. Informational Item**

**A. Review of LEGAL Policies in TASB Update 114**

*Mr. Roberto Santos stated this was just an informational item and asked if anyone had any questions.*

**VI. Consent Agenda Items**

**A. Approval of Monthly Disbursements**

**B. Approval of Independent Audit Report for the Year Ended August 31, 2019**

**C. Approval of Property Tax Refunds for the Month of November 2019**

**D. Approval of an Order Authorizing the Issuance of United Independent School District Unlimited Tax Refunding Bonds, Taxable Series 2020; Entering into an Escrow Agreement, A Bond Purchase Agreement, and a Paying Agent/Registrar Agreement; Delegating to certain District Administrative Staff and Officials the Authority to Approve all Final Terms of the Bonds; and Other Matters Related Thereto**

**E. Approval of Awarding Bids, Proposals and Qualifications**

**F. Approval of JOC 015-2019 8800 Mcpherson Rd. Middle School Building Renovations**

**G. Approval of Change Order No. 5 for Leyendecker Construction of Texas, Inc. for JOC 002-2019 Building Renovations and Upgrades at 8800 Mcpherson Campus (Future Elias Herrera Middle School)**

**H. First Reading of Policy Update 114 Affecting Local Policies**

**I. Approval of Business and Life Skills II Course for Local Credit**

*Javier Montemayor – made a motion to approve the Consent Agenda Items A thru I*

Motion: So Move

Moved by: Javier Montemayor

Seconded by: Judd Gilpin

Discussion: None

In Favor: Unanimous

**MOTION PASSES**

**VII. Items for Individual Consideration**

**A. PUBLIC HEARING: The Board will take Public Comments regarding the Proposed Addition of a Secondary Course offering titled Ethnic Studies: Mexican American History/Laredo History**

*Mr. Javier Montemayor made a motion to open the Public Hearing*

Motion: So Move

Moved by: Javier Montemayor

Seconded by: Judd Gilpin

Discussion: None

In Favor: Unanimous

MOTION PASSES

*Mr. David Gonzalez presented information regarding the addition of a secondary course offering titled Ethnic Studies: Mexican American History/Laredo*

*Mr. Javier Montemayor made a motion to close the Public Hearing*

Motion: So Move

Moved by: Javier Montemayor

Seconded by: Judd Gilpin

Discussion: None

In Favor: Unanimous

MOTION PASSES

**B. Approval of Secondary Course Offering titled Ethnic Studies: Mexican American History/Laredo History**

Motion: So Move

Moved by: Javier Montemayor

Seconded by: Judd Gilpin

Discussion: None

In Favor: Unanimous

MOTION PASSES

**C. Approval of Donations**

Mr. Roberto Santos read the donations into the minutes for a total of \$15,400.00

Motion: So Move

Moved by: Javier Montemayor

Seconded by: Judd Gilpin

Discussion: None

In Favor: Unanimous

MOTION PASSES

*Mr. Ramiro Veliz, III announced for the record that Mr. Ricardo Molina was present at 6:43 p.m.*

D. Approval of Board Minutes for the Months of October 2019 and November 2019

Motion: So Move

Moved by: Judd Gilpin  
Seconded by: Ricardo Molina  
Discussion: None  
In Favor: Unanimous

MOTION PASSES

E. Approval of Requests from Board Members in re: Use of Board of Trustees Discretionary Funds for Various Projects/Campuses

*Mr. Roberto Santos stated there were no additional requests, only those on the agenda.*

Motion: So Move

Moved by: Javier Montemayor  
Seconded by: Juan Roberto Ramirez  
Discussion: None  
In Favor: Unanimous

MOTION PASSES

F. Approval of 2020-2021 School Year Calendar

*Ms. Gloria Rendon stated that administration is recommending Option 1 unanimously for the first time ever.*

*Mr. Ramiro Veliz, III asked if there was any change in the starting date.*

*Ms. Gloria Rendon replied August 11<sup>th</sup>*

Motion: So Move

Moved by: Javier Montemayor  
Seconded by: Juan Roberto Ramirez  
Discussion: None  
In Favor: Unanimous

MOTION PASSES

**VIII. Closed Session: Board will adjourn into closed session pursuant to the following sessions of the Texas Open Meetings Act**

*The Board adjourned into closed session at 6:44 p.m.*

A. TGC 551.071 Consultation with Attorney; Closed Meeting

1. Discussion Re: Superintendent's Duties and Responsibilities

B. TGC 551.071 Consultation with Attorney; Closed Meeting

TGC 551.072 Deliberation Regarding Real Property; Closed Meeting

1. Discussion, including Consultation with Legal Counsel, regarding Right of Entry Letter for Survey and Site Assessment (ROE-S) received from U.S. Customs and Border Protection and Matters Incident Thereto

**IX. Reconvened from Closed Session, the Board will take appropriate action on items, if necessary, as discussed in Closed Session**

*The Board reconvened from Closed Session at 7:03 p.m.*

- A. Discussion and Possible Action Regarding Right of Entry Letter for Survey and Site Assessment (ROE-S) received from U.S. Customs and Border Protection and Authorizing the Superintendent to Execute the Required Documents Related to Same

*Stephen Trautmann stated the recommendation is to approve the Right of Entry Letter requested by U.S. Customs and Border Protection and to authorize the Superintendent to execute the required documents.*

Motion: So Move

Moved by: Javier Montemayor

Seconded by: Ricardo Molina

Discussion: None

In Favor: Unanimous

**MOTION PASSES**

**X. Adjournment**

**There being no further business before the Board of Trustees, the Regular Meeting of December 18, 2019 was adjourned at 7:05 p.m.**

*Mr. Ramiro Veliz, III wished everybody a Merry Christmas and Happy New Year and thanked everybody for a great year and a wonderful half school year so far.*

*Mr. Ricardo Molina thanked everybody on behalf of the Molina family and asked everyone to be safe and to be careful.*

*Juan Roberto Ramirez wished everybody the best holidays this year, a Merry Christmas and a Happy New Year and to stay warm as there is a cold front expected.*

Motion: So Move

Moved by: Ricardo Molina

Seconded by: Juan Roberto Ramirez

Discussion: None

In Favor: Unanimous

MOTION PASSES

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Ramiro Veliz III, President

---

Ricardo Rodriguez, Secretary

Minutes submitted by: *Alejandra Salinas*, Superintendent's Secretary

**A Regular Board Meeting  
Of United ISD  
The State of Texas  
County of Webb**

**January 22, 2020**

**In Attendance:**

Roberto J. Santos, Superintendent

**Board of Trustees:**

Ramiro Veliz, III, President - PRESENT

Javier Montemayor, Jr. - Vice President - PRESENT

Ricardo "Rick" Rodriguez, Secretary - PRESENT

Ricardo Molina, Sr., Parliamentarian – PRESENT

Judd Gilpin, Member - ABSENT

Juan Roberto Ramirez, Member – PRESENT

Aliza Flores-Oliveros, Member – PRESENT

**A Regular Board Meeting of the Board of Trustees of United ISD will be held Wednesday, January 22, 2020, beginning at 6:00 PM in the United ISD – Student Activity Complex, Fine Arts Building, 5208 Santa Claudia Lane, Laredo TX 78043.**

**The subjects to be discussed or considered or upon which any formal action may be taken are as listed below. Items do not have to be taken in the order shown on this meeting notice.**

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

- I. Announcement by the Board President calling this meeting of the United Independent School District to order. Let the record show that a quorum of the Board Members is present, that this meeting has been duly called, and that notice of this meeting has been posted in accordance with the Texas Open Meetings Act, Texas Government Code Chapter 551.**

***Mr. Ramiro Veliz calls this meeting to order at 6:01 PM.***

***Mr. Javier Montemayor calls roll.***

- II. Pledge of Allegiance**

- A. Honor the Texas Flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.

**III. Public Comments**

*Comments shall be limited to current Board agenda items, student recognitions, or charitable causes. Comments are limited to three minutes per speaker except that non-English speakers requiring a translator are limited to six minutes. The presiding Board officer may modify or waive these time limits as appropriate. Public Comments shall not be used for personal attacks by the speaker against District employees or students. Speakers who engage in personal attacks, or use insulting, profane, threatening, or abusive language during any Board meeting shall be ruled out of order by the presiding Board officer and may be escorted from the Board meeting room by District peace officers or security staff. Any concerns or complaints regarding individual District employees, students, or parents must be resolved via the appropriate complaint process, as stated in Board Policy BED (LOCAL). Pursuant to 551.042 of the Texas Government Code, no Board Member or Administrator may respond to a member of the public, unless such response is a recitation of District policy or a statement of specific factual information.*

**NO PUBLIC COMMENTS**

**IV. Recognitions**

- A. BOARD APPRECIATION – UISD BOARD OF TRUSTEES
- B. UNITED MIDDLE SCHOOL REGION ONE ESC HOLIDAY ART CONTEST WINNER – MIDDLE SCHOOL DIVISION
- C. TRAUTMANN MIDDLE SCHOOL – NEXT NFL 100 SUPER BOWL CONTEST WINNER
- D. L.B. JOHNSON HIGH SCHOOL – TEXAS GALAXY PAGEANT
- E. BILINGUAL SCHOLARS – FALL 2019

**V. Consent Agenda Items**

- A. Approval of Monthly Disbursements**
- B. Approval of Property Tax Refunds for the month of December 2019**
- C. Approval of Awarding Bids, Proposals and Qualification**
- D. Approval to Adopt Resolution of Early Notification of Employee Separation from employment Incentive to Full Time District Employees for the 2019-2020 School Year**
- E. Second and Final Reading of Policy 114 Affecting Local Policies (see attached list)**

**Motion:** So Move  
**Moved By:** Ricardo "Rick" Rodriguez  
**Seconded By:** Ricardo Molina  
**Any Discussion:** NONE  
**All In Favor:** Unanimous

***MOTION PASSES***

**VI. Items for Individual Consideration**

**A. Approval of Donations**

*Mr. Roberto J. Santos: Board members, we bring a couple of donations, and they, will be attached to the minutes:*

- A donation of \$1,000.00 was received from I.B.C. "Bronze Sponsor", going towards the 2019-2020 Golf Tournament Account.
- A donation of a Translation Kit, with a monetary value of \$1,099.00 was received by the Federal Program, from Audio Resource Group

We had one donation of under \$1,000.00. Making our Gran Total: \$2,599.99 I want to thank the businesses for helping our schools and we graciously accept.

**Motion:** So Move  
**Moved By:** Ricardo Molina  
**Seconded By:** Ricardo Rodriguez  
**Any Discussion:** NONE

All In Favor: Unanimous

**MOTION PASSES**

**B. Approval Requests from Board Members in re: Use of Board of Trustees Discretionary Funds for Various Projects/Campuses**

Eddie Zuñiga: There was one additional request, for United high school, Mr. Alberto Aleman – principal, sponsored by Mr. Ramiro Veliz, III; In the amount of \$3,000.00 and Mr. Juan Roberto Ramirez, in the amount of \$10,000.00 towards the Wind Ensemble invite to perform at the Band Festival in Indianapolis, Indiana.

Motion: So Move  
Moved By: Ricardo Molina  
Seconded By: Juan Ramirez  
Any Discussion: NONE  
All In Favor: Unanimous

**MOTION PASSES**

**VII. Closed Session: Board will Adjourn into Closed Session pursuant to the following sections of the Texas Open Meeting Act**

*Mr. Ramiro Veliz; calls the time going into closed session at 6:24 pm, for approximately one (1) hour.*

**A. TGC 551.071 Consultation with Board's Attorney; Closed Session**

**1. Discussion Re: Superintendent's Duties and Responsibilities**

**B. TGC 551.071 Consultation with Attorney; Closed Meeting  
TGC 551.072 Deliberating Regarding Real Property; Closed Meeting**

**1. Presentation or consideration of proposed equal exchange of real property concerning a 60 acre USD tract described as a tract out of a tract containing 155.0 acres, more or less, situated in Webb County, Texas, being out of Porcion 6, Abstract 38, Blas M. Diaz Original Grantee and Porcion 7, Abstract 39, Blas M. Diaz Original Grantee, such tract also being out of a 1,000 acre tract recorded in Volume 2412, Pages 248-255, W.C.O.P.R. for a Mandel Family Interest tract described as a 60 acre tract of land out of a**

638.7019 acre tract of land Originally out of the Mandel Tract being a 1,486.2 acre tract, situated in Porcion6, Blas Maria Diaz, Abstract 38, Webb County, Texas as well as the consideration of all associated costs to do feasibility study pertaining to such swap and the exchange.

- C. TGC 551.071 Consultation with Attorney; Closed Meeting  
TGC 551.074 Personnel Matter; Closed Meeting
  - 1. Discussion, including consultation with legal counsel, regarding Board Policy DGA (LOCAL)
  - 2. Consider the Appointment of Principal to Elias Herrera Middle School
  - 3. Consider the Appointment of Principal for United High School

VIII. Reconvened from Closed Session, the Board will take appropriate action on items, if necessary, as discussed in Closed Session

*Mr. Ramiro Veliz: Reconvenes from closed session at 7:27 pm.*

- A. Report Status and possible action on consideration of a proposed exchange of real property concerning a 60 acre UISD tract described as a tract out of a tract containing 155.0 acres, more or less, situated in Webb County, Texas, being out of a Porcion 6, Abstract6 38, Blas M. Diaz Original Grantee and Porcion 7, Abstract 39, Blas M. Diaz Original Grantee, such tract also being out of a 1,000 acre tract recorded in Volume 2412, Pages 248-255, W.C.O.P.R. for a Mandel Family Interest tract described as a 60 acre tract of land out of a 638.7019 acre tract of land Originally out of the Mandel Tract being a 1,486.2 acre tract, situated in Porcion 6, Blas Maria Diaz, Abstract 38, Webb County, Texas as well as the consideration of all associated costs to do the feasibility study pertaining to such swap and the exchange

*No Action Taken*

- B. Possible Action to Approve First and Final Reading of Board Policy DGA (LOCAL)  
Policy stands as revised.
- C. Appointment of Principal to Elias Herrera Middle School  
Mr. Roberto J. Santos: the recommendation for Elias Herrera Middle School is Carlos Martinez

**Motion:** So Move  
**Moved By:** Aliza Flores-Oliveros  
**Seconded By:** Javier Montemayor, Jr.  
**Any Discussion:** NONE  
**All In Favor:** Unanimous

**MOTION PASSES**

**D. Approval of Principal for United High School**

*No Action Needed*

**IX. Adjournment**

**Motion:** So Move  
**Moved By:** Aliza Flores-Oliveros  
**Seconded By:** Javier Montemayor  
**Any Discussion:** NONE  
**All In Favor:** Unanimous

**MOTION PASSES**

**There being no further business before the United ISD Board of Trustees, this Regular Board Meeting of January 22, 2020 was Adjourned at 7:28 PM.**

---

**Ramiro Veliz, III, Board President**

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**Ricardo "Rick" Rodriguez, Board Secretary**

*Minutes completed by Griselda Rodriguez, Secretary.  
Submitted for Approval at the February 19, 2020, Regular Board Meeting.*



# UNITED INDEPENDENT SCHOOL DISTRICT AGENDA ACTION ITEM

**TOPIC:** Approval of Request(s) from Board Member(s) in re: Use of Board of Trustees Discretionary Funds for Various Projects/Campuses

**SUBMITTED BY:** Ramiro Veliz, III **OF:** Board President

**APPROVED FOR TRANSMITTAL TO SCHOOL BOARD:** \_\_\_\_\_

**DATE ASSIGNED FOR BOARD CONSIDERATION** February 19, 2020

**RECOMMENDATION:**

It is recommended that the United ISD Board of Trustees approve Request(s) from Board Member(s) in re: Use of Board of Trustees Discretionary Funds for Various Projects/Campuses

**RATIONALE:**

**BUDGETARY INFORMATION:**

Budget Amendment as needed

**POLICY REFERENCE & COMPLIANCE:**



United Independent School District
Board of Trustees Discretionary Funds Request Form
Fiscal Year 2019-2020

Exhibit A

Requesting Campus: Finley Elementary School \* Amendment

Campus Principal: Kristina Chapa Funds approved 11-20-19

Originator's Email: kchapa@uisd.net or ybernal@uisd.net

Board Member: Juan Roberto Ramirez

Board Member:

Board Member:

Description of Request: AMENDMENT ON PREVIOUS ITEMS REQUESTED AND APPROVED.

PRINTER for 1st grade and Testing Room (Total:\$908) in place of Dell Micro Computer and Surveillance monitor w/bracket. SEE ATTACHED

Estimated Cost of Request: \$908

Principal or Director Signature: K. Chapa Date: 2/3/2020

ASSOCIATE SUPERINTENDENT APPROVAL: Yes No
Signature: Date:

SUPERINTENDENT APPROVAL: Yes No
Signature: Date:

BOARD MEMBER APPROVAL: Yes No
Signature: Date:

BOARD MEMBER APPROVAL: Yes No
Signature: Date:

BOARD MEMBER APPROVAL: Yes No
Signature: Date:

BOARD APPROVAL DATE:
Please return the completed form to the Superintendent's Office for final processing.



United Independent School District
Board of Trustees Discretionary Funds Request Form
Fiscal Year 2019-2020

Requesting Campus: Finley Elementary School

Campus Principal: Kristina Chapa

Board Member: Juan Roberto Ramirez

Board Member:

Board Member:

Description of Request: 1) Dell Micro Computer
2) Surveillance monitor w/bracket. 3) Student incentives (STAAR shirts for 3rd-5th grade students; recognitions for students accomplishments for school year) 4) Laminating machine 5) boxes of paper

Estimated Cost of Request: \$10,000

Principal or Director Signature: [Signature] Date: 11/7/19

ASSOCIATE SUPERINTENDENT APPROVAL: Yes No
Signature: Date:

SUPERINTENDENT APPROVAL: Yes No
Signature: [Signature] Date: 11/20/19

BOARD MEMBER APPROVAL: Yes No
Signature: Juan Roberto Ramirez for [Signature] Date: 10/25/19

BOARD MEMBER APPROVAL: Yes No
Signature: Date:

BOARD MEMBER APPROVAL: Yes No
Signature: Date:

BOARD APPROVAL DATE: 11/20/19



**United Independent School District  
Board of Trustees Discretionary Funds Request Form  
Fiscal Year 2019-2020**

**Exhibit A**

Requesting Campus: Transportation Dept.

~~Administrator~~  
Campus Principal: David Hernandez

Originator's Email: davidh@uisd.net

Board Member: Ramiro Veliz

Board Member: \_\_\_\_\_

Board Member: \_\_\_\_\_

Description of Request: Conference Workshops are important to develop Reports such as the TEA Annual Reports, Fleet Maintenance Reimbursements, and Field Trips billings. Will be able to facilitate<sup>in</sup> the making sure all reports are accurate and produced in a timely manner.

Estimated Cost of Request: \$ 3000.00

~~Director~~ Director Signature: Joe E. Strand, Transp. Date: Feb. 11, 2020

ASSOCIATE SUPERINTENDENT APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

SUPERINTENDENT APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

BOARD MEMBER APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

BOARD MEMBER APPROVAL: Yes  No \_\_\_\_\_  
Signature: Priselda Rodriguez for Mr. Ramiro Veliz III Date: 01/24/2020

BOARD MEMBER APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

BOARD APPROVAL DATE: \_\_\_\_\_

Please return the completed form to the Superintendent's Office for final processing.



United Independent School District
Board of Trustees Discretionary Funds Request Form
Fiscal Year 2019-2020

Exhibit A

Requesting Campus: United HS, United South HS, Alexander HS, Lyndon B. Johnson HS

Campus Principal: Alberto Aleman, Adriana Ramirez, Ernesto Sandoval, Armando Salazar

Originator's Email: axsalina@uisd.net

Board Member: Judd Gilpin

Board Member:

Board Member:

Description of Request: To sponsor 2 students from each high school for Boys State Session

Estimated Cost of Request: \$2,560.00

Principal or Director Signature: [Handwritten Signature] Date: 2/10/2020

ASSOCIATE SUPERINTENDENT APPROVAL: Yes No
Signature: Date:

SUPERINTENDENT APPROVAL: Yes No
Signature: Date:

BOARD MEMBER APPROVAL: Yes [checked] No
Signature: Judd Gilpin by A. Salinas Date: 2/10/2020

BOARD MEMBER APPROVAL: Yes No
Signature: Date:

BOARD MEMBER APPROVAL: Yes No
Signature: Date:

BOARD APPROVAL DATE:

Please return the completed form to the Superintendent's Office for final processing.



# UNITED INDEPENDENT SCHOOL DISTRICT AGENDA ACTION ITEM

**TOPIC:** PUBLIC HEARING: Full Day Pre-Kindergarten Exemption Waiver

**SUBMITTED BY:** Gloria S. Rendon **OF:** Deputy Superintendent for Administration & Operations

**APPROVED FOR TRANSMITTAL TO SCHOOL BOARD:** \_\_\_\_\_

**DATE ASSIGNED FOR BOARD CONSIDERATION:** February 19, 2020

**RECOMMENDATION:**

**RATIONALE:**

**BUDGETARY INFORMATION:**

**POLICY REFERENCE & COMPLIANCE:**

No. \_\_\_\_\_



## UNITED INDEPENDENT SCHOOL DISTRICT AGENDA ACTION ITEM

**TOPIC** Approval of Full Day Pre-Kindergarten Exemption Waiver

**SUBMITTED BY:** Gloria S. Rendon **OF:** Deputy Superintendent for

Administration and Operations

**APPROVED FOR TRANSMITTAL TO SCHOOL BOARD:** February 19, 2020

**DATE ASSIGNED FOR BOARD CONSIDERATION:** February 19, 2020

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve the Full Day Pre-Kindergarten Exemption Waiver for the following school years:

2019-2020

2020-2021

2021-2022

The District has a plan to comply with House Bill 3 which requires that full-day pre-kindergarten be provided for all eligible four year old students by the 2022-2023 school year. The District will continue to collaborate with Head Start as it partner in this endeavor.

**RATIONALE:**

**BUDGETARY INFORMATION**

**BOARD POLICY REFERENCE AND COMPLIANCE:**



# WE WANT TO AFFORD

## INDEPENDENT SCHOOL DISTRICT

Full-Day PreKindergarten Exemption Waiver

Public Hearing

February 19, 2020

# Full-Day PreKindergarten Exemption Waiver

## Summary:

House Bill 3 requires that full-day PreKindergarten be provided for all eligible four-year old students.

## Exemption Conditions:

Exemptions may be granted if it determined that:

1. **The District would be required to construct classroom, repurpose or lease a classroom facility or issue bonds for the construction or repurposing of a classroom facility;**
2. Implementation of a full-day program would result in fewer eligible children being enrolled in PreKindergarten.

# Full-Day PreKindergarten Exemption Waiver

## Additional Exemption Criteria:

The District may not receive an exemption unless it has solicited and considered at a public meeting the following:

- a. Proposals for partnerships with public or private entities regarding offering full day preKindergarten for eligible four-year-old students. **The District did post on its website and in the Laredo Morning Times (January 16, 2020) an ad advising Childcare Providers/Early Learning Centers of District's interest in receiving proposals for partnership and the criteria required. A meeting was held on January 23, 2020 at 201 Lindenwood for all interested Childcare providers to attend. The Deadline to submit proposals was January 30, 2020.**

Proposals received: None

# Full-Day PreKindergarten Program Campuses

## Full-Day PreKindergarten Programs in the District (14 schools) **\*Half-Day Programs (16 schools)\***

### Johnson High School Feeder

1. Kennedy Zapata
2. Juarez Lincoln
3. Prada--Head Start Collaboration
4. Arndt--Head Start Collaboration
5. Veterans
6. Roosevelt--Head Start Collaboration
7. Perez
8. Centeno--Head Start Collaboration

### Alexander High School Feeder

1. Newman--Head Start Collaboration
2. Gutierrez --clustered at Newman site
3. Clark Elem. --clustered at Newman site
4. \*Nye
5. \*Colonel Santos Benavides
6. \*Elementary #30 to open 2021-2022

### United High School Feeder

1. \*Malakoff
2. \*Borchers
3. \*San Isidro
4. \*De Liano
5. \*Trautmann Elem.
6. \*Fasken
7. \*Finley
8. \*Kazen
9. \*Muller

### United South High School Feeder

1. Freedom--Head Start Collaboration
2. Zaffirini--Head Start Collaboration
3. Cuellar--Head Start Collaboration
4. \*Bonnie Garcia
5. \*Ruiz
6. \*Salinas
7. \*Killam

# Exemption Waiver -- Year One: 2019-2020

## Exemptions from Full-Day PreKindergarten

### Effective September 1, 2019

With a three-year exemption, the District must demonstrate good faith attempts to comply with the new requirements and offer full-day PK for all eligible students at the beginning of the 2022-2023 school year.

## 2019-2020 School Year: Year One of Exemption

- ◆ Gather data which shall include the total number of additional classrooms needed;
- ◆ Hold a public meeting to solicit proposals for partnerships with eligible childcare providers/early learning centers;
- ◆ Consider proposals and make decision to:
  - a. Establish partnership and/or
  - b. Construct, repurpose, lease new space, or issue bonds

# Exemption Waiver -- Year Two: 2020-2021 Year Three: 2021-2022

## 2020-2021 School Year: Year Two of Exemption

- ◆ If necessary, hold another public meeting to solicit and consider proposals for partnerships with eligible childcare providers/early learning centers;
- ◆ Begin providing full-day to some eligible four-year old children through:
  - a. At least one partnership with an early learning center and/or;
  - b. At least one constructed, repurposed, leased classroom(s)

## 2021-2022 School Year: Year Three of Exemption

- ◆ If necessary, hold another public meeting to solicit and consider proposals for partnerships with eligible childcare providers/early learning centers;
- ◆ Increase full-day opportunities for eligible four-year old children through:
  - a. At least one additional partnership with an early learning center and/or;
  - c. At least one additional constructed, repurposed, leased classroom(s).

## 2022-2023 School Year:

- ◆ District shall begin offering full day PK for all eligible four-year old students
- ◆ District may apply for an exemption renewal if unable to offer full-day PK for all (renewed only once).

FULL DAY PRE KINDER ADJUSTMENT

YEAR 1 - W/AVER  
2019-2020

YEAR 2  
2020-2021

NAME OF SCHOOL	HOUSED @	PROJECTED ENROLLMENT	CURRENT TEACHERS	PROJECTED TEACHERS	Head Start Collab.	NET	CLASSROOMS NEEDED
KILLAM ELEM							
CUELLAR ELEM	CUELLAR	152	5 (2 HS)	7	2	0	3 classrooms needed / 2 vacant classrooms available / 1 portable bldg. needed
BONNIE GARCIA ELEM							
ZAFFIRINI ELEM	ZAFFIRINI	175	5 (2 HS)	8	2	1	4 classrooms needed / 4 portable classrooms available

YEAR 3  
2021-2022

NAME OF SCHOOL	HOUSED @	PROJECTED ENROLLMENT	CURRENT TEACHERS	PROJECTED TEACHERS	Head Start Collab.	NET	CLASSROOMS NEEDED
SALINAS ELEM							
RUIZ ELEM	RUIZ	148	2	7		5	6 classrooms needed / 2 available / 2 portable buildings needed

YEAR 4  
2022-2023

NAME OF SCHOOL	HOUSED @	PROJECTED ENROLLMENT	CURRENT TEACHERS	PROJECTED TEACHERS	Head Start Collab.	NET	CLASSROOMS NEEDED
FINLEY ELEM	KAZEN						
KAZEN ELEM		110	2	5		3	4 classrooms needed / 2 vacant inside classrooms available / 1 portable needed
FASKEN*	FASKEN	110	2	5		3	
MULLER ELEM	MULLER	130	2	6		4	2 portable buildings needed
NYE ELEM							
TRAUTMANN ELEM	TRAUTMANN	154	2	7		5	6 classrooms needed / 5 vacant classrooms available / 1 portable building needed
BORCHERS ELEM							
MATIAS DE LLANO ELEM							
MALAKOFF ELEM	MALAKOFF	186	3	9		6	8 classrooms needed / 6 vacant classrooms inside / 2 portable classrooms needed
ELEM #30	ELEM #30	188	2	9		7	Coves opens 2021-22 school year- New Boundaries will be established
SAN ISIDRO ELEM							
COL SANTOS							

CONTINGENT ON REPURPOSING OF CLASSROOMS/FINANCES AND HEAD START COLLABORATION EXPANSION



# UNITED INDEPENDENT SCHOOL DISTRICT AGENDA ACTION ITEM

**TOPIC:** Discussion and Possible Action Regarding Right of Entry Letter for Survey and Site Assessment (ROE-S) received from U.S. Customs and Border Protection and Authorizing the Superintendent to Execute the Required Documents Related to Same

**SUBMITTED BY:** Juan Cruz **OF:** UISD Attorney

**APPROVED FOR TRANSMITTAL TO SCHOOL BOARD:** \_\_\_\_\_

**DATE ASSIGNED FOR BOARD CONSIDERATION:** February 19, 2020

**RECOMMENDATION:**

**It is recommended that the Board of Trustees take Action Regarding Right of Entry Letter for Survey and Site Assessment (ROE-S) received from U.S. Customs and Border Protection and Authorizing the Superintendent to Execute the Required Documents Related to Same**

**RATIONALE:**

**BUDGETARY INFORMATION:**

**POLICY REFERENCE & COMPLIANCE:**